



Annual General Meeting of the  
Chime Choir

Reg No A0038829S

October 8<sup>th</sup> 2019

## Agenda

1. Chairperson's welcome
2. Apologies & attendance
3. Minutes of previous meeting
4. Annual Financial Statement
5. Reports from committee on transactions in previous year
6. Election of committee members
7. General business
8. Close
9. Supper



Minutes of the Annual General Meeting of  
Choral Institute Melbourne (CHIME) Inc.

ABN: 76 376 428 982  
Vict. Incorpor. Assoc. No: A0038829S

Wantirna College Oct 9<sup>th</sup>, 2018

**Meeting Opened:** 8:50 pm

**Attendance:**

Laura Bain, Jessica Bakker, Kevin Barrell, Kristin Bishop, Jon Calleja, Angela Carruthers, Scott Carruthers, Anne Carruthers, Eliane Coller, Chris Coller, Heather Connor, Felicity Creed, Debbie Davis, Lia Draffin, Lauren Grewcock, Geoff Hall, Chris Hall, Lisa Henley, Janet Holmes, Tony Hosemans, Debbie Hudson, Merle Lamb, Stuart Little, Anne Matisi, Rushen Mendis, Rachelle Mosca, Denise Nethercote, Coral Rafferty, Jeanette Ryan, Di Sleeman, Rebecca Stephenson, Andrew Tupper, Sally Turnbull, Gina Upward, Nedra Van Dort, Tatiana Vega, Marten Visser, Kathryn Wallace, Lesley White, Val Wilkie, Karin Williams, Ian Wills, Annie Yeh

**Tabled Apologies:** Phil Casey, Michelle Dang, Fiona Kennet

**Proxy Appointments Received:**

Phil Casey appointing Scott Carruthers Michelle Dang appointing Eliane Coller Fiona Kennett appointing Rachelle Mosca .

**Meeting Chair:** Marten Visser

**ORDINARY BUSINESS**

**1. Chairperson's welcome**

Marty welcomed the members to the meeting and introduced the order of business.

**2. Confirmation of Previous Minutes**

Minutes of the 2017 AGM were reviewed and confirmed by the meeting Moved:  
Tony Hosemans; Seconded: Jon Calleja

### **3. Review of FY 2017/18 Financial Results**

Kevin Barrell delivered the Treasurer's Report and provided a review / explanation of the Financial Report for the Year Ended 30 June, 2018. Several member questions and clarifications were raised and addressed during the discussion.

Business Arising:

1. Andrew Tupper commended the Committee for running the NY Tour so successfully. This was supported by the meeting.
2. Bek Stephenson commented that she found the new financial report format very easy to understand.

Motion to accept FY18 Financials AGM Report was tabled and carried by the meeting.

Moved: Geoff Hall; Seconded: Andrew Tupper

### **4. 2019 Annual Fee Subscription**

Kevin outlined the financial influences on the proposed setting of fee levels for 2019, and foreshadowed an intention to extend the digital scores distribution arrangements with an optional choice for members to pay for supply of a printed rehearsal score, at cost of reproduction.

Motion to accept the proposal, that annual membership fee subscriptions remain unchanged from 2018, was tabled and carried by the meeting.

Moved: Sally Turnbull; Seconded: Val Wilkie

### **5. Additional Committee Reports**

Questions were invited from members on any of the additional committee team reports that had been posted for review on Team App well in advance of the meeting.

**Business Arising:**

- a. Geoff Hall commented with approval of the impressive energy and enthusiasm of the new committee, especially Kevin. The sentiment was enthusiastically supported by the meeting.

### **4. Committee Member Retirement**

Marty thanked Stuart Little for his many decades of hard work on the Chime Committee having decided to stand down from the committee for 2019. This recognition was strongly endorsed by the meeting.

## **6. Election of committee members**

As only one nomination had been received for each available position on the Committee, no voting for the election of members was required.

The new Office Bearers and Committee of Management were therefore confirmed as:

President:	Marten Visser
Vice President:	Anne Matisi
Secretary:	Janet Holmes
Treasurer:	Kevin Barrell
General Members:	
	Chris Hall
	Jeanette Ryan
	Jess Bakker
	Sally Turnbull
	Jon Calleja

Confirmation of the above appointments was carried by the meeting.

Moved: Geoff Hall; Seconded: Felicity Creed

## **8. General business**

- a) Tony Hosemans raised the suggestion (earlier provided by email) of organising a choir tour to Ireland for their Beatles festival and/or their Choral festival in Cork.
- b) Marty concluded the meeting with a positive assessment of the strong financial and musical performance position that the Choir had now attained, and thanked Coral Rafferty for all her hard work as our splendid accompanist.

**Meeting closed: 9.43pm**

## President's Report

The 18/19 performance year has proven to be one of particular significance for our choir, both in terms of the marvellous musical programs delivered and with Marty's decisions after his many years of involvement, to step down from firstly the President's role, and subsequently as Artistic Director. As a result of these changes we are undeniably at a pivotal point in Chime's recent history. It is therefore an appropriate time to reflect on our current trajectory, and plan with confidence the next phase of Chime's continuing development. The accompanying Treasurer's and Artistic Director's reports will summarise an encouragingly strong year of financial performance and artistic output. Rather than restate those notable achievements, I will concentrate here on the year's general developments for our very active association.

Introduced over the last year were the following initiatives to strengthen both the governance and the effectiveness of the choir's operation:

- The full set of existing and required Policies has been reviewed, redrafted where necessary and published to the membership. These policies now provide a consolidated statement of expectations, operating principles and procedures governing membership and management of Chime.
- The modernisation of Chime's web-support and communications systems that was commenced in 2018 with TeamApp introduction, has been recently completed with the full migration of the Committee's operation to the Google G-Suite platform. This will ensure that the history and artefacts underlying the decisions and transactions implemented by the Committee are automatically retained for future reference. It will mitigate the previous high risk of impact from turnover of the personnel involved.
- Chime's management of music scores has evolved for improved compliance with licensing requirements. This has resulted in a recognisable increase in expense for music library acquisitions, and has enabled the introduction of digital score distribution to members, alongside continued provision of printed score. The take-up of digital score use by almost 50% of choir members affirms the advantages to be found in this method.
- A renewed emphasis has been placed on the publication of regular Newsletters. The motivation has been to improve the flow of communication with members and provide some greater depth of understanding on the background or rationale for various initiatives taken through the year.
- Renewal of Chime's brand imagery with associated investment in updated banners and advertising material has provided an improved visibility and presence at our various concert events, commercial engagements and via social media channels.

Maintaining a strong membership base is clearly key for Chime's continuing success. The following are noteworthy in this regard:

- Inquiries for new membership remained strong across the year but have been skewed heavily towards the women's sections. This has resulted mid-year in the

introduction of a cap to membership of those sections, with a matching introduction of a managed waiting list for applicants. Coupled with this has been the launching of a public marketing campaign targeted at attracting more men applicants for those under-resourced sections. The campaign is yet to show appreciable return and dedicated effort needs to continue in order to address this fundamental risk to the choir's performance capabilities and balance.

- 2019 has seen the introduction of a new Young Performers Fee Subsidy Scheme, designed to boost the affordability of Chime membership for younger student singers. To date, three such subsidy awards have been made.
- This year has also seen the establishment of an independent governance committee for Chime's Public Development Fund. This is required following the earlier confirmation of our Designated Gift Recipient status which enables the receipt of tax-deductible donations. With a positive initial contribution from the generous donation of historical Trust Account entitlements by members, the Public Fund has been able to support the provision of a digital scores platform for our accompanist, and contribute towards the Young Performers subsidies. With a now-depleted fund balance, more effort is required in attracting public donorship from individuals and businesses.

The social component of Chime membership has long been a major positive for our choir. It is therefore particularly encouraging to see the enthusiastic response to a renewal of Chime's social (non-performance) events this year with the introduction of the bowls night and revival of the cabaret. A phenomenally successful Bunnings BBQ fundraising effort also served to strengthen the community of our membership. The great turn-out and clear appreciation for these events will ensure the continued scheduling of similar gatherings into the future.

As mentioned at the start of this report, Marty's upcoming departure will leave a large gap in our leadership, musical strength and collective hearts. His unfalteringly enthusiasm to ensure Chime's success and our enjoyment and growth as members, is legendary. As he prepares for an end-of-year farewell, it is with all members' extreme gratitude and fondest best wishes for the next phase of his personal and professional journey. The identification and recruitment of Marty's successor as Artistic Director is underway through the efforts of a small panel drawn from committee, staff and the general membership. The new appointment to the role is planned to be in effect for the commencement of the 2020 performance year.

Finally, I would like to thank all members of Committee and staff for their willingness during 2019 to embrace change, and invest their personal effort in working for a stronger, more accomplished, and more rewarding Chime experience for all our members. We have found encouragement in the positive response from across the membership and easy adoption of multiple new initiatives, for which the Committee is extremely grateful.

Kevin Barrell, President

## Artistic Director's Report 2019

It's with both joy and sadness that I write this year's Artistic Director's report for the 2018 and 2019 Annual General Meeting.

Of the past 10 years that I've worked with Chime, the immediate past few seasons have been some of the most rewarding, musically challenging, exciting and enjoyable and I know will be etched into the Chime archive for a long time.

Following on from our incredible experiences in New York in the first part of 2018, this latest season has been another successful musical endeavor for Chime. We've seen significant improvement in our ensemble's vocal blend, intonation and an improved understanding of a range of musical styles. In addition to this, there has been a significant increase in the commitment of our singers to learning music from memory, bringing a professional edge to our performance and allowing our music to be engaging, emotive and more meaningful.

There has also been a greater cohesion in our performance allowing us to bring something fresh to each work, even moving away from written markings in the score, to bring a unique interpretation to new works. It's been great to also see new singers, working in with long standing singers and also having such strong alto and soprano sections.

For this calendar, we have engaged in the following music performances and experiences;

- Combined Concert with gospel choir, The Sweet Mona's in Ballarat
- Concert Celebrating the Music of Ola Gjeilo, with Orchestra, Southern Voices and Soloist
- The City of Knox Carols by Candelight
- Christmas Carols for the City of Knox Shopping Centres
- Chime Christmas Reflections Concert at Arden Crescent
- Anzac Day Concert with Boorondara Brass and the Hamilton Civic Choir from New Zealand
- Combined Concert with Melbourne Contemporary Choir
- Several weddings, corporate engagements and community events.

For me personally, I'm so grateful for the time that I've spent with Chime. I'm also grateful for the incredible commitment of our members and it's through this that we've been able to maintain an excellent choral sound and are able to present such high-quality musical experiences for many years.

For this season, my thanks go to Coral Rafferty for her support as Principal Accompanist and to Anne Matisi and Chris Hall for their support in the music team.

Here's to another successful season ahead for Chime – for an open mind to continually improve, a willingness to pursue excellence and to many more experiences that building into the community and the values that make Chime so great.

Best wishes,



Marten Visser  
Principal Artistic Director





# Choral Institute Melbourne Inc.

ABN 76 376 428 982

## Special Purpose Financial Report Year Ended 30 June 2019

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### Regulation 15

#### Form 1

*Associations Incorporation Reform Act 2012*

Sections 94 (2)(b), 97 (2)(b) and 100 (2)(b)

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**Annual statements give a true and fair view of financial performance and position  
of incorporated association**

We \_\_\_\_\_ and \_\_\_\_\_ being members of the  
committee of the \_\_\_\_\_ certify that –

“The statements attached to this certificate give a true and fair view of the financial  
performance and position of the above named association during and at the end of  
the financial year of the association ending \_\_\_\_\_.”

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

**The Chime Choir**  
**[Choral Institute Melbourne Inc.]**

Accrual Basis

**Balance Sheet**  
**for Year Ended 30th June, 2019**

	NOTE	Jun 30, 2019	Jun 30, 2018
<b>ASSETS</b>	1		
<b>Current Assets</b>			
Accounts receivable			
Accounts Receivable		210.00	1,300.00
Total Accounts receivable		<b>A\$ 210.00</b>	<b>A\$ 1,300.00</b>
Cheque Account		20,081.43	5,823.99
Public (Develpt) Fund Account	2	675.00	
Savings Account		11,081.98	17,389.07
Payments to be Deposited		0.00	821.50
<b>Total Current Assets</b>		<b>A\$ 32,048.41</b>	<b>A\$ 25,334.56</b>
<b>Long-term assets</b>			
Equip't - Accumulated Depr'n	3	-5,705.00	-4,544.40
Equipment at Fair Value	4	5,705.00	4,544.40
Music Library at Cost	5	14,221.76	11,263.86
Music Library- Accumul'd Depr'n	6	-10,015.30	-9,285.49
<b>Total long-term assets</b>		<b>A\$ 4,206.46</b>	<b>A\$ 1,978.37</b>
<b>TOTAL ASSETS</b>		<b>A\$ 36,254.87</b>	<b>A\$ 27,312.93</b>
<b>LIABILITIES &amp; EQUITY</b>			
<b>Current liabilities:</b>			
<b>Accounts payable</b>			
Accounts Payable		180.00	0.00
<b>Total Accounts payable</b>		<b>A\$ 180.00</b>	<b>A\$ 0.00</b>
<b>Total current liabilities</b>		<b>A\$ 180.00</b>	<b>A\$ 0.00</b>
<b>Non-current liabilities:</b>			
Sheet Music Trust Account	7	0.00	3,480.00
<b>Total non-current liabilities</b>		<b>A\$ 0.00</b>	<b>A\$ 3,480.00</b>
<b>Shareholders' equity:</b>			
Net Income		12,206.94	3,512.78
Opening Bal Equity		0.00	0.00
Retained Earnings		23,867.93	20,320.15
<b>Total shareholders' equity</b>		<b>A\$ 36,074.87</b>	<b>A\$ 23,832.93</b>
<b>TOTAL LIABILITIES &amp; EQUITY</b>		<b>A\$ 36,254.87</b>	<b>A\$ 27,312.93</b>

The accompanying Notes form part of this annual financial report

**The Chime Choir**  
**[Choral Institute Melbourne Inc.]**

Accrual Basis

**Income and Expense Statement**  
for Year Ended 30th June, 2019

	NOTE	Jul '18 - Jun '19	Jul '17 - Jun '18
<b>INCOME</b>			
Donations Received		625.00	470.00
DGR Donations	2	1,920.00	
<b>Total Donations Received</b>		<b>A\$ 2,545.00</b>	<b>A\$ 470.00</b>
Fee Discounts given	8	-735.00	
Fundraising		2,943.25	2,648.17
Interest received		292.91	238.34
Membership Fees			14,390.00
Fee Credits	9	825.00	
Fee Payments Received		16,440.00	860.00
<b>Total Membership Fees</b>		<b>A\$ 17,265.00</b>	<b>A\$ 15,250.00</b>
Merchandise Sales		695.39	1,386.74
Other revenue		2.00	
Paid Performance Fees		11,200.00	8,100.00
Sheet Music Sales / Lending		80.00	707.80
Ticket Sales			4,230.13
Concert Events		14,469.57	
<b>Total Ticket Sales</b>		<b>A\$ 14,469.57</b>	<b>A\$ 4,230.13</b>
<b>Tour &amp; Event Members' Deposits</b>		<b>4,580.00</b>	<b>69,165.58</b>
<b>Total Income</b>		<b>A\$ 53,338.12</b>	<b>A\$ 102,196.76</b>
<b>GROSS PROFIT</b>		<b>A\$ 53,338.12</b>	<b>A\$ 102,196.76</b>
<b>EXPENSES</b>			
<b>Administration &amp; Operations</b>			
Accountancy fees			715.00
Association & Regulatory Fees		147.80	146.90
Insurance		235.00	235.00
Online & Comms Services		508.40	456.49
Postage & Stationery		177.08	135.95
Printing		20.00	303.80
<b>Venue Hire</b>			<b>1,850.00</b>
Concert or Tour		2,825.90	
Rehearsal		1,750.00	
<b>Total Venue Hire</b>		<b>A\$ 4,575.90</b>	<b>A\$ 1,850.00</b>
<b>Total Administration &amp; Operations</b>		<b>A\$ 5,664.18</b>	<b>A\$ 3,843.14</b>
 <b>Advertising &amp; Marketing</b>		 1,751.32	 58.90
<b>Bad debts written off</b>		<b>300.00</b>	
<b>Card Handling &amp; Booking Fees</b>	10	<b>166.56</b>	
<b>Equipment Purchase/(Resale)</b>		<b>1,434.36</b>	<b>-40.00</b>

**The Chime Choir**  
**[Choral Institute Melbourne Inc.]**

Accrual Basis

**Income and Expense Statement**  
for Year Ended 30th June, 2019

<b>Event Prod'n &amp; Touring Expenses</b>			
External Production Costs	5,320.44		1,972.95
Paid Performance Expenses	1,671.78		
Social Event Costs	770.50		1,009.00
Touring Costs	885.04		72,324.45
<b>Total Event Prod'n &amp; Touring Expenses</b>	<b>A\$ 8,647.76</b>	<b>A\$ 75,306.40</b>	
<b>Fee Subsidy Awards</b>	11 316.25		
<b>Fundraising Costs</b>	322.45		317.00
<b>Merchandise Costs</b>			
Choir Uniforms & Folders			320.20
Production, Purchase, Licences	255.75		658.90
<b>Total Merchandise Costs</b>	<b>A\$ 255.75</b>	<b>A\$ 979.10</b>	
<b>Petty cash expenses</b>	152.98		
<b>Sheet Music Costs</b>			
Depreciation - Music Library	729.81		598.48
Hardcopies for onsale			678.08
Loan Books Printing	917.07		
Right-to-Use / APRA Licenses	364.69		
<b>Total Sheet Music Costs</b>	<b>A\$ 2,011.57</b>	<b>A\$ 1,276.56</b>	
<b>Staff Fees</b>			
Accompanist(s)			8,023.50
Concerts & Tours	1,800.00		
Rehearsals	6,642.00		
<b>Total Accompanist(s)</b>	<b>A\$ 8,442.00</b>	<b>A\$ 8,023.50</b>	
Music Director(s)			8,583.90
Concerts & Tours	3,200.00		
Rehearsals	8,466.00		
<b>Total Music Director(s)</b>	<b>A\$ 11,666.00</b>	<b>A\$ 8,583.90</b>	
<b>Total Staff Fees</b>	<b>A\$ 20,108.00</b>	<b>A\$ 16,607.40</b>	
<b>Sundry expenses</b>			335.48
<b>TOTAL EXPENSES</b>	<b>A\$ 41,131.18</b>	<b>A\$ 98,683.98</b>	
<b>NET EARNINGS</b>	<b>A\$ 12,206.94</b>	<b>A\$ 3,512.78</b>	

The accompanying Notes form part of this annual financial report

**The Chime Choir**  
**[Choral Institute Melbourne Inc.]**

**Notes to Financial Statements**  
**for the Year Ended 30th June 2019**

**1 STATEMENT OF SIGNIFICANT ACCOUNTING POLICIES**

This financial report is a special purpose financial report prepared in order to satisfy the financial reporting requirements of the Associations Incorporation Reform Act (Vic) 2012. The executive committee has determined that the Choral Institute Melbourne Inc. is a Tier One association for reporting purposes under that Act.

The financial report has been prepared in accordance with the requirements of the Associations Incorporation Reform Act (Vic) 2012 and the following Australian Accounting Standards:

AASB 101 Presentation of Financial Statements

AASB 108 Accounting Policies, Changes in Accounting Estimates and Errors

AASB 1031 Materiality

The financial report has been prepared on an accrual basis. It is based on historic costs and does not take into account changing money values, or except where specifically stated, the current values of non-current assets.

**2 PUBLIC FUND ACCOUNT**

As required by the conditions governing Chime's registration as a Deductible Gift Recipient organisation, a separate Public Fund Account has been established to receive those qualifying donations.

**3,4 LONG TERM ASSETS - EQUIPMENT**

An audit of fixed asset equipment currently held by the association identified an additional long-held asset (conductor's podium) resulting in an increase of the asset fair value total. Additional equipment acquisitions during the year were fully expensed in-year. In order to maintain visibility of the equipment value held by the association, the asset value and its balancing accumulated depreciation figure were both increased by matching amounts to reflect those in-year purchases.

**5,6 LONG-TERM ASSETS - MUSIC LIBRARY**

The depreciation analysis and treatment of the accumulated Music Library asset, first introduced in the 2017/18 Financial Results report, has been continued with the addition of new music licence assets acquired in the 2018/19 FY. The current year charge recognises the continuing depreciation of previous-year and current year acquisitions.

**7 LONG TERM LIABILITIES - SHEET MUSIC TRUST ACCOUNT**

The long-standing Sheet Music Trust Account arrangement has been fully retired, with members using their entitlements as credits against 2019 Membership Fees, or in many cases, donating their entitlement to the association.

**8 FEE DISCOUNTS**

Commencing this year, Discounts applied to Membership Fees have been separately reported. The Membership Fees Received amount is thus the Gross figure, prior to discount.

**9 FEE CREDITS**

This account records the value of credits applied against Membership Fees through conversion of members' Sheet Music Trust Account entitlements. All such credit entitlements have been consumed in the 18/19 FY.

**10 CARD HANDLING & BOOKING FEES**

Transaction processing fees charged by service providers for EFTPOS (new in FY18/19) and web ticket booking. In previous years, ticket sales income was reported net of web booking fees.

**11 FEE SUBSIDY AWARDS**

Cost of subsidies resulting from Young Performers' Fee Subsidy Awards to student members.







## AGM 2019 - Treasurer's Report

The financial year of 2018-2019 was a success! We had an enjoyable year with amazing performance opportunities and engagement in the community. I am happy to report that as a result of these we saw some strong financial figures come through.

Profitable concerts and high paying performances such as weddings and our numerous carols events, strongly supported our incoming funds this year as well.

Total Income: \$53,338.12

Net Earnings: \$12,206.94

Total Expense: \$41,131.18

Net Assets: \$36,254.87

Please note: at the close of the financial year, we were holding \$4,100 worth of tour deposits, waiting to be deposited to the Alice Springs hotel. So in reality, total net earnings were closer to \$8,000, which remains a significant increase on the previous year's results.

Below is a summary of the important events, changes and additions for this year.

Donations: Many members chose to donate the \$60 from their trust account. Also tax-deductible donations now providing an opportunity to donate to the Development Fund.

Membership Fee Credits: Others chose to put their \$60 towards their fees.

Paid performances: x4 Christmas events, x2 weddings, x1 greyhound racing

Significant purchases this year:

- Equipment - Digital device for Coral, Square POS readers

- Advertising and Marketing - Banners, design work to create new designs, business cards, social media advertising for concerts

New structures implemented this year: Tax-deductible donations, Young Performers Fee Subsidy Awards.

Tour deposits: 17-18 New York deposits were much more than for 18-19 Alice Springs.

Venue hire: We chose some beautiful venues this year for Ola Gjelo and for ANZAC Day, \$660 and \$2,167 respectively.

External production costs: the majority of this money went towards our wonderful musicians; all our soloists throughout the year and the x17 piece orchestra for the Ola concert.

Staff fees: increase in Marty's rehearsal fee.

Looking ahead to the coming year, we plan to make some amendments in regards to some of our operations.

The membership fees proposal for next year is to reduce the full year amount slightly, by universally applying the previous prompt-payment discount of \$20. Historically, this discount has served to assist cash flow and provide an incentive to complete payment promptly. Given our improved financial position, and the almost universal remittance of 2019 fees before the payment due date of March 1st, I propose to remove this prompt payment arrangement and provide that discount within the revised fee rate. As a result the proposed full year fees for 2020

are reduced by that \$20 discount amount in comparison to published 2019 fee rates. This should result in a simpler structure and will reduce the complexity of our accounting administration.

In proposing this reduction however, we still rely on all members to complete their fee payments promptly during February, and look for you to ensure that is achieved.

Many thanks also to those members who have habitually donated their prompt-payment discount amount to the choir. Donations remain possible and are most welcome, provide much-valued funding for our Young Performers awards, and of course now qualify as tax-deductible.

<b>Fee Basis</b>	<b>Membership Component</b>	<b>Performance Participation Component</b>	<b>Total Payable</b>
<b>Full Fee</b>	\$50	\$300	\$350
<b>Student Fee</b>	\$50	\$180	\$230
<b>Life Member Fee</b>	-	\$300	\$300
<b>Non-performance Member Fee</b>	\$50	-	\$50

Membership fees will become due on 4th February, 2020 and must be paid before 1st March to confirm your choir membership for the 2020 performance year.

As you would recall, during the year we were excited to introduce our new Square Point of Sale payment option. Initially this tender option was to be used primarily for ticket and merchandise payments at concerts. We were also happy to put this forward to the members of Chime for occasional use, to assist in membership payments and deposits for tours, etc. Realising how popular this payment method now is amongst the group, it is important to note that the card handling fees are a real expense for the choir. As this use of tender is to make payments easier on our members, I am happy to continue this an option for you. But as a result, a surcharge of 1.9% will be added to all future payments for individuals choosing to use the Square payment method instead of EFT for personal use, ie. membership payments, deposits, etc. The 1.9% surcharge is the amount charged by Square and so, matches the cost to Chime to process the payment. Please note that Chime as an organisation will continue to provide this payment option without a surcharge for those at concerts paying for tickets, merchandise and donations, as it is substituting for equivalent payments made through Trybooking which itself charges Chime a handling fee. I look to implement this change for any future payments as of the close of this AGM.

The other change in finance this past year was in regards to Digital vs Printed Scores. As this change was introduced right at the start of 2019, Chime covered the cost of printing (>\$900 across the financial year) and offered a fee discount to those choosing to use their own devices. This initiative was implemented for convenience, reduced production effort and by reducing our excessive use of paper, work to lower our organisation's impact on the environment. The popularity of digital device adoption is now clear, with an almost even split between printed and digital scores being chosen by choir members.

Moving forward, if a member chooses to use printed sheet music throughout the year, an added charge of \$10 per person per booklet will be levied to partially offset the cost of their printing.

The printed copies will continue to be produced by the committee for your use if you choose this option. Digital users will receive their music via secure web download and will not pay this extra charge as there is no associated printing cost to Chime.