

FLINDERS QUARTET

Minutes

Flinders Quartet Inc.

Date/time of meeting	Thursday 25 November 2021, 5pm AEDT
Location of meeting	Zoom (online)
Attendees	Julian Burnside, Mary Vallentine, Sarah Hunt, Sandra Stoklossa, Helen Ireland, Zoe Knighton and Wendy Avilov
Apologies	
Guests	Thibaud Pavlovic-Hobba and Wilma Smith

Agenda Item/Topic	Discussion/outcomes	Person accountable for action
1.3	Meeting minutes from 14 September 2021 <ul style="list-style-type: none">“enviable” should be “inevitable” - minutes accepted with that correction	
2.1	FQ Board composition and prospective new board members <ul style="list-style-type: none">Zoe seeking conversation with Ziyin Gantner to gather any suggestions; she is thinking of someone younger (has a few ideas); Zoe to update when she has connected with ZiyinLook at database and ticket buyers for possibilitiesAsk Lin Bender for advice/suggestionsSeeking other arts organisation’s personnel, e.g. Alasdair Bowler from MRCPeople FQ has played for or with, teachers, composers – quartet members to consider and put forward any suggestionsFQ Board members to make any suggestions to share with the Board, with a few comments about them, what skills they might bringZoe to contact Kirsty Hillhouse for First Nations people ideasAim to add one or two new Board members for now	Zoe Zoe + Wendy FQ Board (all) Zoe
2.2	FQ vaccination policy: for FQ musicians, guest artists, other invited/contracted personnel, audiences, invite guests <ul style="list-style-type: none">Existing COVIDSafe plan needs to be updated to bring it into line with the current guidelines/requirements	Wendy

	<ul style="list-style-type: none"> ● For now, FQ will be primarily led by venue directives, but FQ should have its own position on vaccination requirements, preparing for the time when venues are no longer mandating vaccinations ● FQ’s policy to reflect policies of most venues, e.g. double vaccination ● Policy needs to cover situations where FQ is: <ul style="list-style-type: none"> ○ inviting guest artists, composers, etc, to be with the quartet in person (e.g. rehearsals, workshops), needs to be included in invitation ○ going into schools or communities with low vaccination rates ○ private events (e.g. donor event) and house concerts, needs to be included in invitation ○ emerging composer program, needs to form part of the submission process ● Sarah happy to share sample of the policy she has drafted ● Seek other examples/templates, e.g. from Creative Victoria ● Draft FQ policy and share with the board ● FQ Board to review and agree to any changes to the policy 	Sarah Wendy Wendy + Zoe
2.3	Financials report <ul style="list-style-type: none"> ● Minimal change since the financial catch up on November 10, other than the 2021 Forecast now reflecting the \$24,000 donation from David Hamilton, and the ending of Business Victoria COVID support ● No change to the 2022 Draft Budget, still waiting for Creative Victoria multi-year funding outcome (expected early-mid December) and RISE funding application outcome (expected late January) ● 2022 Budget will be distributed via email for review and approval as soon as the Creative Victoria multi-year funding application outcome is known 	Wendy
2.4	Development plans for 2022 <ul style="list-style-type: none"> ● Development targets for 2022 differ based on Creative Victoria and RISE funding outcomes ● Fifth String donor event - aiming to hold in February, could involve Karin Schaupp (classical guitar) if the dates work out well <ul style="list-style-type: none"> ○ possible to take place in Julian’s home (back room, not studio) ○ otherwise seek alternate venue for February and then have another event at Julian’s home later in the year (May/June) ○ Zoe and Julian to talk through logistics and possible dates ● MVA national tour is an opportunity to make new connections, deepen relationships where possible and without impeding MVA’s own development efforts during the tour ● Post-concert MRC suppers to be used both as a thank you’s and to foster relationships - invitee suggestions from the Board are very welcome (Board members always welcome to these suppers, also!) 	Zoe + Julian

	<ul style="list-style-type: none"> ● FQ Syndicate #4 to be launched in early 2022, to support Brenda Gifford commission (Linda Herd has already donated \$5,000 towards this) ● Development Manager recruitment campaign to commence in mid-January, once we know our funding situation and what FTE/package we can offer the role ● Donor EDM and social media campaign in May 	
2.5	<p>2022 activity update</p> <ul style="list-style-type: none"> ● Following FQ consultation with Deborah Cheetham about FQ's Cultural Safety Plan, Deborah has invited FQ to get involved with Ensemble Dutala (First Nations musicians) from Short Black Opera <ul style="list-style-type: none"> ○ Involves 2-day workshop and side-by-side performance, plus ongoing mentoring ○ Aims to enable professional connections and encourage positive role models ○ Mary cautioned not taking on too much more than FQ can fulfil and commit to ○ Formalise time commitment with Deborah Cheetham ● Regional quartet-in-residence mentoring has been offered to Mallee Quartet in Mildura ● The role of FQ Education Manager (subject to successful funding) is a new, formal position for a FQ musician (or two) to take on added responsibility and work with the education activities for the quartet <ul style="list-style-type: none"> ○ involves liaising with Strike a Chord, JNQP, Footscray High School residency, etc. ○ funding for this role has been included in three large grant applications ○ draft job description and decide who is going to take it on, should the funding allow it 	<p>Zoe</p> <p>FQ</p>
2.6	<p>2022 Board meetings</p> <ul style="list-style-type: none"> ● Four Board meetings to be held in 2022 - Wendy will circulate via email potential Board meeting dates ● Financial reports to be emailed two weeks prior to each Board meeting, in lieu of financial catch ups 	Wendy

Time closed	6:03pm AEDT
Member absence during meeting	Sarah departed 5.45pm AEDT

Date, time and location of next meeting	Board meeting: TBA (potential 2022 Board meeting dates to be sent via email)
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