



Swan Community Choir, Inc.
Minutes of the Annual General Meeting
Old Midland Courthouse, Midland
6 pm Tuesday 31 March 2026

Attendance: Glenda, Napier, Chris Durrant, Catherine Schwerin, Debra Thornborough-Owen, Doug de Caux, Katherine Powell, Kathleen Stewart, Kathryn Thomas, Maureen De La Harpe, Mike Heath, Peggy Steuart, Serena Van Der Kuil, Sheila Seal, Shirley Durrant, Theresa Harvey, Paula Jay, Candy Gordon

Apologies: Heidi Griffin, Jess Caddy, Sarah Duncan

Chaired by: Glenda Napier

Minutes: Catherine Schwerin

1) Confirmation of minutes of previous AGM Tuesday 29 April 2025

KT pointed out minor corrections to the financial report

Approval of amended minutes proposed: Peggy Steuart

Seconded: Chris Durrant

Passed (by show of hands)

2) Chair's annual report – Glenda Napier

Swan Community Choir Chairperson's Annual Report AGM 2026

Committee: Thank you to the committee for the time and commitment you give to the choir. Without you, we would be unable to bring the choir together. Many thanks.

Anzac Day: The Anzac ceremony is our first sing of the year. I have contacted Mundaring Shire for information on the use of their sound system this year. I also suggested they give more assistance Eric in organising the event. Richard is concerned about the set-up. Do we want to keep doing these events in view of the problems of recent years?

City of Swan (CoS) MoU: Our commitment to CoS is 4 events for this year. These were discussed early February with Catherine Schwerin, Katherine Powell (as rep for our anniversary events) and me in a meeting with Stephanie Musk (Library Coordinator) from CoS. Stephanie proposed we prepare something for the groups that use the Courthouse on a Monday morning (3 events mid-year, plus 1 Christmas event later in the year). For the Monday mornings, this could mean 5–20 people in attendance. This might represent a problem with members being able to come on a week day, plus Richard hoping for a minimum number of people attending due to the complexity of the songs. *[Note: CS commented that we don't need to do a fully fledged concert and could perform the more straightforward pieces.]* *[Note: KT pointed out that her bridge club meets in the Courthouse on a Wednesday morning – they would be interested in a concert.]* Going into aged care facilities is not really an option because of the heightened regulations around risk of infection since COVID.

I have started sign-in and information sheets for our MoU commitments to see who would be available. So far around 10 people have signed up. Dates and times also depend on Richard's availability. We will confirm numbers and speak to CoS again. We also want to be sure that there are enough people in attendance to avoid the disappointment of last year's events. Any other suggestions?

Venue for the end of year concert: I will begin my search for a new venue that is airconditioned and fits our needs. Crooked Spire may be a possibility. Costs are a factor in what we choose. Any suggestions? Do we want to continue as we have been or change?

New members: The invitation to new members on the website to come and try three times for free needs to be taken down at the end of intake time and only reposted at the end of the year. We currently have our limit of 40 members.

Fundraising: The Bendigo Bank has announced that due to internal reorganisation requirements, there will be no fundraising raffle this year. This is expected to be for this year only. This means that one of our major sources of income isn't available to us. We will need to investigate other fundraising options.

Guildford Song Festival: Do we wish to participate in the festival again in September this year? Depending on funds, we would once again subsidise the registration fee for each participant.

Position vacant: Due to Anna Wright retiring from the position of librarian, which she has carried out with such dedication and reliability for so long, we need a volunteer to take over managing the library of music we have at Storage Kind in Midvale.

[Katherine Powell volunteered, was accepted, and is now our official librarian – Thank you, KP!]

Approval of report proposed: Kathleen Stewart

Seconded: Theresa Harvey

Passed

3) Treasurer's Financial Statement – Debra Thornborough-Owen: see attached

Approval proposed: Eloise Ford

Seconded: Peggy Steuart

Passed

4) Dissolution of Executive Committee and election of new Executive

Current committee:

Chair – Glenda Napier

Vice-Chair – Chris Durrant

Treasurer – Debra Thornborough-Owen

Secretary – Catherine Schwerin

Events Coordinator – Peggy Steuart

Marketing and PR – Kathleen Stewart

General Committee – Paula Jay

All previous members willing to stand again.

Motion proposed to reinstate all members of the committee in their previous functions: Sheila Sear

Seconded: Katherine Powell

Passed

New committee:

Chair – Glenda Napier

Vice-Chair – Chris Durrant

Treasurer – Debra Thornborough-Owen

Secretary – Catherine Schwerin

Events Coordinator – Peggy Steuart

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General Committee – Paula Jay

5) Appointment of auditor

We did not appoint an external auditor this year. Paula Jay reviewed the accounts internally. Note, as we are a Tier 1 organisation, we are not required to appoint an external reviewer/auditor. However, Chris Durrant proposed we appoint one next year, as has been the practice at regular intervals in the past.

6) Determination of Annual Subscription

It has been determined that no rise in the annual subscription is required at this point. This will only occur if deemed necessary to maintain the financial viability of the group.

7) Notices of motion – none

8) General business

- 2027 is choir's 30th anniversary. KP & CS have proposed choir memoir and suggest planning now for anniversary events.
- Investigating grant options to facilitate memoir and anniversary events.
- Investigate modalities of MD superannuation.
- In view of cancelled Bendigo Bank raffle, committee should set up working group for fundraising.

Meeting ended: 6:55 pm

SWAN HARMONY COMMUNITY CHOIR

Annual General Meeting 2026

Treasurer's report – 1 Jan 2025 to 31 Dec 2025

Financial Summary

SWAN HARMONY CHOIR

Income and Expenditure Statement for Period Ending 31/12/2025

	2025	2024	2026 Budget
	\$	\$	\$
INCOME			
Membership Fees	15,469	13,569	16,000
Fund Raising – Raffle	1,585	1,730	0
Concert/Performance Fees	2,772	1,923	2,000
Sale of Equipment/Other	471	90	
Total	20,297	17,312	18,000
EXPENSES			
Music Director Fees	14,445	12,968	14,000
Reduction in Keyboard Value	200	200	200
Facilities Hire	340	210	100
Concert cost	865	217	
Insurance/Licenses	333	401	500
Gifts	122	120	150
Stationery	182	42	150
Photocopying	-	54	
Printing	-	20	
Storage Costs	1,559	1,148	1,650
Music Purchases	398	890	800
Catering	67	400	450
Refunds	450	200	200
Sundry	241	110	100
Total	19,201	16,980	18,300
Annual Surplus	1,096	332	

Income

1. All information provided is for calendar year 1 Jan 2025 through to 31 December 2025
2. Fees have been unchanged for a further year – 65% of our choir membership receive concessional fee rates.
3. Membership fee income includes Main choir and Cygnets fees paid, music file deposit for the 2025 period. At end 2025 we had 39 members with 2 members leaving within the year, and 1 indicating that they were not rejoining for 2026
4. Our fundraising efforts were improved for 2025 with a combined effort of \$4356.80 as compared to \$3653 in 2024, due to higher concert attendance.
5. We have been advised that Bendigo Bank is not able to support any community fundraising raffles in 2026 and this will impact our income.

Expenses

1. Musical Directors rate/fees maintained for duration of 2025 and at this time are not increased for 2026; however this may change.
2. The committee again supported participation at Songfest which cost \$450 – Note cost incorporated in *concert costs* in expense table
3. The choir was generously supported with personal donations contributing to purchases toward our evening tea break and also photocopying of sheet music this has amounted to a value of in excess \$500 and should be considered in terms of its impact on our profit margin and the importance of our fundraising events to maintain our balance at bank.

BALANCE SHEET as at 31/12/2025

	2025	2024
ASSETS	\$	\$
Cash	9,618	6,422
Keyboard	600	800
Music library	1,000	1,000
Total assets	11,218	8,222
 LIABILITIES		
Music file deposits	2,000	1,700
Music director's fees owing	1,600	
Total liabilities	3,600	1,700
 EQUITY		
Retained Earnings -prior year	6,522	6,190
Current Year Profit/(Loss)	1,096	332
Total Equity	7,618	6,522

Assumptions 2026

1. Significant benefit – City of Swan support for our choir with free rental for 2026 – focus on support for requested activities to maintain arrangement
2. Focus on fundraising to support our income base in the absence of the Bendigo bank community fundraising support.
3. We may need to purchase a new keyboard approx. 2–3K

Many thanks to Kathy Thomas for developing our financial spreadsheet tool for 2025 and to Paula Jay for reviewing financial records

Debra Thornborough-Owen- SHCC Treasurer 2025