



The Friends of St Cecilia's Hall & Museum

Dr Eleanor Smith, Chair

St Cecilia's Hall, 50 Niddry Street,
Edinburgh, EH1 1LG

chairman@stcecciliasfriends.org.uk

1 November 2018

Dear Friends,

The sudden illness of Pamela Jackson, the chairman of the Friends of St Cecilia's Hall, in August 2017 looked briefly like a real crisis for the Society. Thankfully Martin Hillman, a previous chairman and the longest-serving member of the committee, agreed to take a caretaker role as the Deputy Chairman. This was particularly valuable when it became clear the Pam was unlikely to recover, and indeed sadly passed away at the beginning of November.

I stepped forward as a potential candidate to take over the role and was elected Chairman at the 2018 AGM. From then began the rather daunting task of taking over the duties of the Chairman, in which I was assisted by Martin who agreed to remain in his role of Deputy for one more year. Martin will be resigning from this role, and from the committee at this AGM and I cannot thank him enough for his assistance and advice over the last twelve months.

Indeed, all the members of the committee both long-standing and those elected at the 2018 AGM have been incredibly supportive this year. I would particularly like to thank Andrew Mackie for his efforts in dealing both with the finances of the Society but also for his tireless efforts bringing our reporting up to the required standards for OSCR (Office of the Scottish Charity Regulator). This year's Chairman's report will take a slightly different format, with sections prepared jointly by members of the committee as well as by myself – this is part of our preparation for the OSCR submission.

May I also take the opportunity to advertise a free event that is being held in St Cecilia's for the Friends of Edinburgh University Library to which the invitation has been extended to us. This will be held at St Cecilia's Hall on Tuesday 13th November at 17.30. It is a book launch for *Dear Mr Murray. Letters to a gentleman publisher* which celebrates the 250th anniversary of the John Murray publishing house and contains a fascinating selection of letters. This talk will highlight some of the Murrays many Edinburgh connections. Booking is via Eventbrite and the event can be found by going to www.eventbrite.co.uk and searching for the words 'gentleman publisher'.

Please do note the request in these papers for details regarding updating our membership records – while we do endeavour to keep the most accurate list of members, we do still get a lot of returned post, and also several reports of post not being sent. If you know of other members who feel they have been missing out on their copy of Soundboard and news of events, please do encourage them to get in touch with us.

I look forward to seeing many of you at the AGM on the 24th November: please send any apologies either to Chairman@stcecciliasfriends.org.uk or in writing to the Hall.

Yours faithfully,

Eleanor Smith

On 29 November 2017, a group of representatives from the Committee were invited to the official opening of the newly-renovated museum by HRH the Princess Royal. This was a splendid occasion where Princess Anne was able to visit the galleries, talk to the curatorial staff about the museum and the displays, and was also treated to a performance on the 1668 Stephen Keene virginal given by David Gerrard. Although the event was for us tinged with a little sadness as Pam was not in attendance after all her hard work – it was heartening to see how well received the renovations were and to be able to speak to some of the other people that had been involved in different ways.

After the motion raised by Dr Grant O'Brien at last year's AGM, Martin organised a meeting between the Committee, representatives from the Reid School of Music, and the Museum Staff to hear more about plans for teaching and research in the collections. As reported in *Soundboard*, we were very pleased to hear of the new Masters course that Dr Jenny Nex is putting together to use the collections, and also other plans for using the collections by Dr James Cook. Dr Elaine Kelly, who is Head of the Reid School, has prepared for us a response to Grant O'Brien's proposal which is included as part of these AGM papers. As a Society, we are committed to the continued support of research and teaching using the collections.

In March, we were delighted to join the Edinburgh Society of Organists at their Presidents' Recital at the kind invitation of their Hon. Secretary Dr Nicola Macrae who is also on the Committee of the Friends of St Cecilia's. We were treated to a wonderful evening of music, using the organ in the Sybert Concert Hall, the restoration of which was funded by the Friends. This was followed in April by a memorial concert for the late Professor Peter Williams, which is discussed more in the section of this report concerning concerts.

As part of the requirements for Charities and for the new GDPR laws, the committee have also undertaken the preparation of several documents and policies (some of which are discussed below). Over the coming year we will continue to review where such policies may be required, and any new documentation will be published on the website at www.stceciliassfriends.org.uk. We are also posting regular updates about concerts and other events that might be of interest to members as we receive them.

Updating Constitution and Policies

Andrew Mackie has prepared a policy on harassment and bullying including contact details should you have any concerns. This is now available for consultation on the website at www.stceciliassfriends.org.uk

At the AGM we are proposing updating the Constitution, the amended version is included as part of the papers, but Martin Hillman has outlined the proposed changes below.

Clause 2a: substituting the new name of the hall.

Clause 2c: Deleting the words "to be housed at the hall" as no longer applicable.

Clause 3: The final two sentences standardise the membership year.

Clause 4: New descriptions of the ex-officio members of the committee in view of changes in titles since the previous constitution was approved, in 2006. The references to "fulfilling equivalent functions" is intended to cover any possible changes of titles in the future.

Clause 5: extra words to clarify that co-opted office-bearers and committee members will be eligible to stand for election to keep their posts.

Clause 7: Extra words added to cover any possible changes within the university to the title of the person presenting the report, as in Clause 4.

Soundboard

Martin and I have shared the responsibilities of producing Soundboard this year, each leading the compilation of one edition, with the assistance of the (now award-winning) layout and design skills of Erica Schwartz.

The Winter 2017 edition included a tribute by Secretary Paula Allison to her friend the late chairman, Pamela Jackson, as well as a report on the November 2017 annual meeting of the Friends. There were photographs of the formal re-opening by the Princess Royal of the hall after a two-year-plus refurbishment. The Winter 2016 edition of *Soundboard* won the top prize in its category in the newsletter competition organised by the British Association of Friends of Museums (BAFM) and a picture was printed of several committee members and John Rosenfield, of BAFM, who presented the prize.

The other main items were reports from winners of St Cecilia's Bursaries. These are awarded to students at Edinburgh University and other young musicians to help them to pursue musical projects research, summer courses, concert promotion. A condition of accepting a bursary is that a report will be submitted. The Winter 2017 edition included a piece from an Italian about his mandolin repertoire research, and one from a lutenist who was formerly a student at Edinburgh University, about improvisation workshops in Leipzig.

The Spring 2018 edition included a bursary report from a Japanese researcher into early keyboard instruments, and news of five bursaries awarded in 2018, including one for research on early church music by women composers and one to help cover the cost of materials to build a replica of a nineteenth century guitar. The spring *Soundboard* also included further tributes to Pamela Jackson, and an announcement of an event to be held in her memory on 26 October.

Eleanor Smith/Martin Hillman

Sales

The Friends of St Cecilia volunteers continue sell a variety of items for the benefit of music scholars and audiences who attend their concerts who wish to enhance their knowledge.

These include:

Technical Drawings of instruments in the collection, including datasheets and photographs describing materials and measurements. These are used in the study of the construction and also actual making replicas of these unique items. Rebuilt instruments are known to have been used in performances and lectures globally.

Books. The subjects cover the history of music in Edinburgh and Scotland, actual scores of early music and learned articles on musical topics. Blackwells bookshop have recently informed us that they have sold out of copies of Martin Hillman's most recent publication "Thomas Sanderson's Account of Incidents".

CDs. These are recordings of instruments from the collection. They inform the scholar of the tone and timbre and enhance the experience of visitors who wish to hear examples of the music contemporary to the times. CD sales have continued to be steady, with stalls being set up by the publications volunteers at various concerts and events through the year.

David Jenkins/Graeme Lyall

Bursaries

The Friends of St Cecilia's Hall and Museum offer annual student music awards known as 'St Cecilia's Bursaries' to assist with costs of travel, research, conference attendance and professional preparation in connection with early music and early music instrument technology. The Friends maintain a dedicated Bursary Fund from which awards are made - this is sustained by donations and by fund-raising activities. As a society we believe that the award of these bursaries, first begun thanks to a gift from one of our life members, is one of the most important ways we can contribute to the study and performance of early

music and organology outwith our direct support of the activities of the Museum and its curatorial and research staff.

There were five applications to the Fund in the 2018 round, all of which complied with the regulations. For the first time in some years, almost all the applications came from current or former students of the Reid School of Music with the exception of the Kellie Concert, although the latter is a Scottish Ensemble supporting musicians from across the country. All five applicants were given awards.

At the time of the 2018 round, the Fund stood at £7600; awards totalling £2043 were made. From time to time the Bursary regulations and the guidance for applicants are reviewed: a review will be undertaken before the announcement of the 2019 round.

Arnold Myers

Concerts

Carola Bronte-Stewart kindly agreed to take over the organisation of volunteers to help at concerts – both during the Fringe Festival and at other events held at St Cecilia's throughout the year at which the Friends provided catering. The decision was taken that the Friends would use a glass hire service for these occasions as the kitchen in the hall is not provided with a dishwasher.

2017-2018 was a quieter year for catering opportunities, but the Friends were glad to again support the summer Syper concert series run by the Reid School, for which Eleanor was the named licence holder but Carola organised all the volunteers on the day. We also provided refreshments at the memorial concert for Peter Williams in April which was very well attended and a great tribute to a former Head of the School of Music.

The decision was taken to change the format of the Fringe Festival concerts, partly due to the greatly increased footfall in the museum galleries making interval drinks impractical. Instead the concerts were reduced to an hour-long performance and the time adjusted to suit the museum activities. Curator Jenny Nex also offered to organise one concert in the series on behalf of the University collections to honour Nicholas Shackleton whose world-renowned collection of (mostly) clarinets was donated to the University following his death in 2006. We continued our highly successful relationship with The Keyboard Trust, and also allocated one concert to feature a younger and/or student musician in a similar manner to the bursary fund as a tribute to Pam Jackson. The concert season was completed with concerts from two regular favourites, Gordon Ferries and the regular duo of John Kitchen and Gerry Macdonald, this year augmented by Anthony Robson.

Martin Hillman designed the flyer for the 2018 concerts as he has done for many years, but we also experimented with producing alternative promotional material in the form of bookmarks which proved to be incredibly successful. Carola Bronte-Stewart took the lead in distributing first the bookmarks and then the flyers at concerts from as early as March, throughout the summer, and at many concerts in August. Her efforts in this were invaluable and are much appreciated!

We also have to thank Dr Sarah Deters, Raj Kaur, and all the staff at St Cecilia's with their help in promoting the concerts: these were included in the museum "What's On" email and printed guide, publicised on the Museum's social media, and Raj also produced beautiful posters for the electronic noticeboard in the Foyer.

Audience numbers were up significantly this year, we believe as a combination of a more convenient format for Festival goers with many other events, and from the publicity efforts of Carola and the Museum.

We also must thank Dr Jonathan Santa Maria Bouquet and John Raymond for all the hours of effort preparing the instruments used in the concerts. We are also incredibly grateful for Jenny, Jonathan, and Sarah's help with setting up the concert hall for each concert, putting out posters, and organising all the practice arrangements with artists.

Carola Bronte Stewart/ Eleanor Smith

THE FRIENDS OF ST. CECILIA'S HALL AND MUSEUM

TREASURER'S REPORT TO THE AGM 2018

I have pleasure in submitting this Treasurer's Report and Balance Sheet for the period to 31 July 2018 to the AGM of the Friends of St. Cecilia's Hall and Museum. The Balance Sheet has been considered and approved by the Committee at its meeting on 6 September 2018. The accounts were submitted for assessment and approved by the Independent Assessor on 26 October 2018.

During the financial year, twelve people joined the Society as Life Members. In addition forty people took out or renewed Annual membership. It is intended to review and update the membership list to ensure that members' details are up-to-date. A pro-forma is included with the papers for the AGM for this purpose.

The total assets held by the Society reduced during the year from £31004 to £28125, a reduction of £2879. This was due to a further payment of £3977 for a new blower and fittings to the organ located in the Syper Concert Hall. This payment completes the restoration of this organ in the Museum's collection financed by the Friends.

The Society awarded five bursaries during the year, totaling £2043. More bursaries were awarded than last year (when we awarded three bursaries) with an associated increase in expenditure. The Society will continue its commitment to awarding bursaries to all suitable applicants in the future. However, it must be noted that the Bursary account is reducing and the Committee is exploring ways to increase the fund, in order to be able to meet bursary applications anticipated in future years.

Sale of publications, CDs and other material continues to be a major source of income for the Society. I wish to thank those members who have acted as the sales team for this important activity.

The Festival Fringe concerts are quality musical performances, which publicise the activities of the Society and promote St. Cecilia's Concert Hall, as well as providing an income to the Society. I would like to thank all performers and supporters who contributed to the success of these concerts.

The Committee has agreed to match-fund with the University's Music Department up to a maximum of £6000 for the purchase of replica musical instruments to provide students with more opportunity to play on historical instruments.

Subscriptions for membership of the Friends have not changed for many years and to enable the Society to continue to achieve its stated purpose, the Committee considers that subscriptions need to be increased. The Committee proposes the following revised subscriptions to take effect from 1 January 2019:

Life membership: £150 (currently £100)

Annual membership: £15 (currently £10)

Student membership: £10 (currently £5).

The AGM in 2017 re-appointed Malcolm MacRae as the Independent Assessor of the Society's accounts. However, following the election of Nicola MacRae to the committee, it was considered that Malcolm would not be regarded as wholly independent. Therefore, at its meeting in January 2018, the committee approved the appointment of Alison Lawson as the Independent Assessor. On behalf of the Society, I wish to thank Malcolm for his services in assessing the accounts over a number of years. I also wish to thank Alison Lawson for carrying out the task of Independent Assessor this past year and propose that she be appointed for a further year.

Finally, I would like to thank Martin Hillman for all his hard work, commitment and enthusiasm over many years supporting the Friends and in particular for the help and support he has given to me in my role as Treasurer.

Andrew Mackie

Treasurer

**THE FRIENDS OF ST CECILIA'S HALL AND MUSEUM
ACCOUNTS FOR THE YEAR ENDING 31 JULY 2018**

2017			2018
£	RECEIPTS		£
600	Subscriptions - Life	1200	
451	- Ordinary	<u>402</u>	1602
71	Donation		102
120	Bursary		120
1854	Edinburgh Festival Fringe		4022
	Organ restoration		
194	Catering		606
3950	Sales - publications, CDs		2731
16	Interest		7
1488	Miscellaneous		0
<u>8744</u>			<u>9190</u>
	PAYMENTS		
858	Photocopying, post, stationery, expenses	227	
1183	Soundboard	<u>1110</u>	1337
1607	Bursary		2043
1812	Edinburgh Festival Fringe		3060
295	Catering		481
664	Purchases of publications		621
306	Insurance		352
2431	Organ restoration fund		3977
25000	Edinburgh University Teaching Laboratory		0
1197	Miscellaneous		207
<u>35353</u>			<u>12078</u>
26609	Excess of receipts over payments for the year		2888
	Excess of payments over receipts for the year		
	ASSETS		
9857	Treasurer's account		8885
13424	Bank of Scotland Corporate account		13431
7571	Bursary account		5648
152	Royal Bank of Scotland deposit account		161
<u>31004</u>			<u>28125</u>
	LIABILITIES		
23433	General purposes		22477
7571	General bursary		5648
<u>31004</u>			<u>28125</u>

Treasurer: Andrew Mackie

Approved by Committee on 6 September 2018

Assessed by: Alison Lawson 26 October 2018



THE UNIVERSITY of EDINBURGH
Edinburgh College of Art

The Reid School of Music
Edinburgh College of Art
The University of Edinburgh
Alison House
12 Nicolson Square
Edinburgh EH8 9DF

S/B +44 131 650 1000
Tel +44 131 650 2427

music@ed.ac.uk
www.ed.ac.uk/ecac

19 October 2018

Dear Friends of St Cecilia's,

I am writing in my capacity as Head of the Reid School of Music in response to the motion tabled by Grant O'Brien at the 2017 AGM of the Friends of St Cecilia's that the University of Edinburgh "be strongly encouraged to develop the teaching and research in organology based around the unique facilities provided by the University Collections of Musical Instruments." You are all no doubt familiar with the background behind this motion. I think it is worth, however, rehearsing some of it again for the sake of context. When St Cecilia's Hall was first acquired by the University of Edinburgh in the 1960s, it came under the remit of the then Faculty of Music. In the early 2000s the responsibility for St Cecilia's Hall, the Museums, and their curators was passed from the Faculty of Music to the University's Special Collections (now Information Services). This move was essential for the two Museums' survival. Subsequently, the Museums, under the curatorship of Prof. Arnold Meyers, Dr Darryl Martin, and later Dr Jenny Nex, retained a very close working relationship with the School of Music, contributing research and teaching, running an MMus in Musical Instrument Research, and supervising PhD students. It is worth pointing out that all of this activity was paid for by Information Services rather than the Reid School of Music.

As you will know, Information Services decided in 2016 to reduce the number of curators from two to one and to restrict also the academic work being undertaken by the remaining curator (Jenny Nex). This has obviously had implications for the delivery of teaching in organology within the Reid School of Music. Most notably, it has meant the closure of the MMus in Musical Instrument Research. On one level this is lamentable given some of the excellent students that have passed through the programme. It is also the case, however, that the programme was not financially sustainable due to very low recruitment (only 1 student enrolled on the programme in 2017-18).

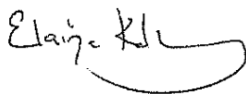
So where are we now? As those members of the Friends currently involved with musical instrument research will confirm, the subject area has changed beyond recognition since the Museum was first established. Technological advances and the engagement of researchers with disciplines such as anthropology and sociology have meant that the study of instruments has expanded far beyond a focus on measuring and classifying. Musical instrument research in 2018 spans from more traditional work in performance practice and historical research, through sociological and anthropological approaches to instruments, to acoustics, sound synthesis, and 3D printing. These developments are apparent in the diverse work currently being undertaken in the Reid School of Music. While the historical approach to keyboard research is exemplified in the work of PhD student David Gerrard, who is looking at keyboard development, another of our PhD students, Daniel Wheeldon, is

embracing digital technology and is studying the historical phenomenon of the keyed guitar by rendering 3D models of the instrument. At the forefront of technological research into instruments is our burgeoning Acoustics and Audio Group, which includes two full-time members of staff, both with physics backgrounds (Professor Stefan Bilbao and Dr Michael Newton), and a number of postdoctoral fellows. One of these, Dr Michele Ducheschi, has been funded by the Leverhulme Trust to develop new scientific methods for measuring stringed instruments both in St Cecilia's and in the Cremona Violin Museum (home to a world-renowned Stradivari and Guarneri collection), in order to produce some of the most accurate, and highly efficient simulations of these instruments to date.

One positive to come out of the changes to staffing that have been enacted by Information Services is that it has given us an opportunity to reflect on how we respond to these exciting research developments in the teaching we do in the Reid School of Music. As Jenny Nex informed the Friends at last year's AGM, the School of Music has been undergoing a substantial curriculum review at both undergraduate and postgraduate level. We have two new degrees open for entry in 2019 – a revised BMus and a BSc in Acoustics and Music Technology – and we are currently working to reshape our MMus in Musicology to allow flexible pathways that will include the study of musical instruments. Jenny will contribute topics on music instruments to new first-year courses and has developed a new honours course on Music and Its Instruments, which will run for the first time this year. She also continues to supervise PhD students. Meanwhile, more technological approaches to musical instrument research are embedded in the new BSc in Acoustics and Music Technology and the existing MSc in Acoustics and Music Technology.

This is not to say that that everything is perfect; far from it. The changes to Jenny's role and the departure of Darryl Martin have resulted in a significant loss of teaching and research capacity for the School of Music, and there is a great deal more that could be done to expand the potential of the Musical Instrument Museum as a teaching and research facility. The School of Music is currently in deficit and is sadly not in the financial position at the moment to appoint an academic member of staff who could lead on this. We will endeavour, however, to do what we can within our existing capacity to develop activities. We are hugely appreciative of the support that the Friends provide to the instrument collection and hope to revitalize our relationship with you so that we can work together in the coming years to enable the Musical Instrument Museum to realize its full potential.

Best wishes,



Dr Elaine Kelly
Head of the Reid School of Music

Constitution of the Friends of St Cecilia's Hall and Museum

To be adopted as amended if approved by a simple majority vote of those members present at the annual general meeting held in St Cecilia's Hall, Niddry Street, Edinburgh, on 24 November 2018.

1. The Society shall be called "The Friends of St Cecilia's Hall and Museum".
2. The aims and objects of the Society shall be the advancement of musical education, knowledge and appreciation in close co-operation with the University of Edinburgh; and in particular:
 - (a) to build up a body of supporters of St Cecilia's Hall Concert Room and Music Museum and to raise funds for any purpose connected therewith.
 - (b) to support the acquisition of
 - (i) further instruments to enhance the collection;
 - (ii) documentary, bibliographical and illustrative material pertaining to the history of keyboard instruments and/or to Scottish musical life;
 - (iii) minor furnishings suitable for the eighteenth-century hall and its musical functions;
 - (c) to support study or research in connection with historic keyboard instruments or musical matters that can be linked to St Cecilia's Hall Concert Room and Music Museum;
 - (d) to help generally in furthering the work of the Hall, the Collection and the concerts held there.
3. The categories of Membership of the Society shall be:
 - Patrons and Honorary Membership;
 - Life Membership;
 - Ordinary Membership;
 - Student Membership;
 - Corporate Membership with voting rights ascribed to one member.The amount of the life, ordinary, student and corporate annual subscriptions shall be determined by a simple majority vote only at an ordinary annual general meeting of the Society. Patrons and Honorary Members shall be approved at an annual general meeting. Subscriptions shall be due on 31 January each year. Reminders will be sent to members who have not paid by 31 March each year and those who have not paid by 31 May each year will be deemed to have resigned their membership. For subscription purposes, members joining on or after 1 August each year will be deemed to have joined on 1 January of the next calendar year. They will receive benefits of membership from the date of joining.
4. The Society shall be managed by a Committee elected by the members, which shall meet at least twice each year, a quorum being four members.

The Committee shall consist of three officers, viz a Chairman, a Secretary and a Treasurer, and at least six additional elected members, all honorary. The Committee will report on changes to the Committee at annual general meetings. The Curator of the

Musical Instrument Collection, the Head of Museums and the Head of the Reid School of Music, or those fulfilling equivalent functions at the University, or their nominees, shall be ex-officio members of the Committee. The election of officers and members of the Committee can take place only at an ordinary annual general meeting, normally in odd-numbered years, or at an extraordinary general meeting where the election is notified as a purpose of the meeting.

(a) The Chairman, Secretary, Treasurer and ordinary Committee members shall serve for two years and may offer themselves for re-election. Officers and members elected at an extraordinary general meeting shall serve until the next annual general meeting at which elections are to be held.

(b) The Committee may choose a vice-chairman from among its non-office-bearing members.

(c) Nominations for office-bearers and the Committee, which must have the consent of the nominee, will normally be received by post at least seven days prior to the annual general meeting or extraordinary general meeting. At the Chairman's discretion other nominations, also with prior consent, will be accepted from the floor on the day of a general meeting.

(d) Nominees for office or ordinary membership of the Committee, their nominators and seconders, must have been members of the Society for four weeks prior to the date of the meeting at which the election takes place.

5. In the event of a casual vacancy among office-bearers, the Committee will choose a replacement from the members of the Society. The Committee may co-opt members of the Society to fill any other casual vacancy. Such office-bearers or members shall serve for the remainder of the term of the office-bearer or member whom they replace and shall be eligible to offer themselves for formal election to the Committee.

The Committee shall have the power to co-opt members of the society who may be able to offer special expertise to the Committee.

Minutes of all Committee meetings shall be available for inspection by members at the ordinary annual general meeting.

6. Special sub-Committees for particular purposes or projects may be appointed by a simple majority of the members present at a general meeting or by a simple majority of the Committee. The powers and functions of such a special sub-Committee shall be determined at such a meeting.

The Committee and special sub-Committees for particular purposes may invite non-voting advisors and experts to attend meetings to help with their work.

7. The ordinary annual general meeting shall be held whenever possible on St Cecilia's Day, 22 November, at St Cecilia's Hall, or as determined by the previous annual general meeting. The Committee shall report annually to the ordinary annual general meeting on the funds for which they are responsible and on the events and other activities organised by the Committee. The Curator of the Musical Instrument Collection, or the person fulfilling equivalent functions at the University, shall report on activities and changes at the hall.

Fourteen days notice of the time and place of the ordinary annual general meeting is to be given in writing. A quorum shall be ten members.

8. The funds administered by the Committee shall consist of

(a) subscriptions paid by members;

- (b) the proceeds of any events or activities organised by the Committee and of any refreshments organised by the Friends at such events or at other events in the Hall;
- (c) income from sales of publications and other merchandise;
- (d) any donations made to the Friends.

The Committee shall have full authority to expend these funds in accordance with the objects of the Society.

Current and/or investment accounts may be held with a bank or building society in the name of the Society. Withdrawals from an account must have the signatures of two office-bearers approved by the Committee.

A statement of balances as at the last day of July, together with receipts and payment account shall be prepared by the Treasurer. These shall be submitted to the annual general meeting. They shall be approved by the Committee before being submitted for examination by a capable independent examiner appointed at the previous annual general meeting or by the Committee. After approval by the examiner, the statement of balances and accounts shall be submitted to the Her Majesty's Revenue and Customs and/or Charity Regulator as required.

9. A special extraordinary general meeting will be called by the Committee where a request is received from at least twenty members, or by decision of a simple majority of the Committee at a meeting. Three weeks notice of the time and place is to be given in any notice to call an extraordinary general meeting. A quorum shall be ten members.

10. The Constitution of the Society may be altered or the Society may be wound up only at an ordinary general meeting, provided that the intention to change the Constitution and a draft of the proposed changes, or the intention to wind up the Society, have been specified in the notice calling the meeting. A simple majority of those members attending is required.

11. On the winding up of the Society, the funds and assets belonging to the Society shall become the sole property of the University of Edinburgh and are to be used for the furtherance of music.

THE FRIENDS OF ST CECILIA'S HALL AND MUSEUM

**Annual General Meeting to be held at St Cecilia's Hall, Edinburgh,
on Saturday 24th November, 2018, at 2.30pm.**

AGENDA

1. **Welcome; Apologies** for absence.
2. **Minutes** of the 2017 AGM
3. **Matters arising** from these minutes
 - Change of Independent Assessor
 - Tree of Life
 - Letter from Dr Elaine Kelly
 - Pamela's will
4. **Chairman Report**
5. **Curatorial Report**
6. **Committee Changes**
 - Retirals and Co-options
7. **Festival Fringe Concerts**
8. **Treasurer's report**
 - Proposed changes to Membership Fees
 - Reappointment of Alison Lawson as Independent Assessor
9. **Constitution**
10. **Publications report**
 - Publications officers
 - Website
11. **Publications**
12. **Any Other Competent Business.**
13. **Date and Time of 2019 AGM.**