



Kelvin Players

Proposal for a revised management structure of Kelvin Players

Why the change?

- ▶ Create a Club strategy focused on ambition and the three aspects of artistic, membership and business developments
- ▶ Streamline the decision-making process
- ▶ Allow more autonomous decision-making for Club Officers (including financial autonomy within agreed budgets)
- ▶ Provide clarity and opportunities to members about the different ways they can become involved
- ▶ Responding to members' views expressed in the survey from 2020

Current Management Committee Structure

Chair

Secretary

Treasurer

Artistic Director

Chief Marketing Officer

Committee Members' Representative

Company Stage Manager

Membership Development Officer

Premises Manager

The three pillars of the club

- ▶ Artistic
- ▶ Business
- ▶ Membership

Key project outcomes

- ▶ Promote innovation and creativity in the artistic policy of the Club
- ▶ Ensure the Club is meeting its mission statement
- ▶ Draw on the skills and experience of longstanding Club members
- ▶ Ensure the Club is progressive and forward-thinking
- ▶ Retain what is working well (e.g. rehearsed reading programme, members' enthusiasm and engagement, local reputation etc)

Management committee

- ▶ Implement the strategy and vision of the club
- ▶ Set annual financial budgets for each production and the separate management groups
- ▶ Oversee the work of each of the management groups
- ▶ Monitor the productions – meeting Directors/Producers, agreeing production budgets, etc
- ▶ Oversee the day-to-day business of the Club

Management Committee (Proposed)

- Chair
- Secretary
- Treasurer
- Artistic Director
- Business Director

Executive Group (proposed)

- ▶ Will facilitate the strategic leadership and vision
- ▶ Would be comprised of the Honorary Members, the President and Vice-Presidents, the Club Chair and Elected Officers
- ▶ Consult with external artists and creatives
- ▶ Provide long-term direction to the Management Committee

Honorary members

- Milton Johns (Club President)
- Mary McCallum (Vice-President)
- Richard Jones (Vice-President)
- Denise Jones
- Robin Turner
- Lesley Small
- John Cousins
- Phil Joyner
- Jacqs Graham
- Jonny Wilkinson
- Susan Howe
- Anna Barry
- Sue Stobbs

Three separate management groups (proposed)

- ▶ Artistic Development Group
- ▶ Business Development Group
- ▶ Membership Development Group

Artistic Development Group

- ▶ Led by the Artistic Director
- ▶ Oversee the artistic programme and explore new creative opportunities
- ▶ Set the artistic programme over a period of time (including main productions, rehearsed readings, developing writing groups, developing relationships with other artistic companies)
- ▶ Explore new ways of developing the Club's artistic vision
- ▶ Develop artistic and creative expertise among the members

Business Development Group

- ▶ Led by the Business Director
- ▶ Develop and manage the Kelvin Players 'brand'
- ▶ Explore ways of increasing Club income
- ▶ Manage all external communications
- ▶ Develop a strategy for the building's continued development and use
- ▶ Maintenance and development of the premises

Membership Development Group

- ▶ Led by the Chair
- ▶ Ensure the engagement and enjoyment of the members
- ▶ Look for ways for the Club to be inclusive and welcoming
- ▶ Reward members
- ▶ Deal with any complaints or issues
- ▶ Ensure the health and safety of the members
- ▶ Develop social events
- ▶ Review and manage the membership structure of the Club
- ▶ Ensure the protection of the member's data

Rule changes

Amendment of Rule 4: Officers

The elected officers of the Society shall be: a Chairman; a Secretary; a Treasurer; a Business Director, an Artistic Director, and other key roles as necessary

Amendment of Rule 5: Management Committee

Rule 5: Management Committee

The affairs of the Society shall be arranged by a Management Committee composed of the elected officers, as set out in 4 above). The Management Committee shall have the power to co-opt.

At all meetings of the Management Committee, three shall form a quorum

Insert new rule Each of the Elected Officers of the Management Committee must be made aware that, upon appointment, they are, by default, a Trustee of the Club and therefore commit to sustaining the charitable aims as outlined in rule 2a

Insert new rule: Each of the Elected Officers (not Secretary) will Chair a Management Group – Membership Development, Artistic Development, Business Development, and Financial Management.

Insert new rule The Management Committee will facilitate the formation of an Executive Group comprised of Elected Officers, President and Vice-Presidents, Honorary Members, and other co-opted members as relevant.

Executive Group

Chair
Secretary
Treasurer
Artistic Director
Business Director
President
Vice President
Honorary Life Members

Management Committee

Chair
Secretary
Treasurer
Artistic Director
Business Director

Membership Group

Chair
Membership secretary
Membership representative
Inclusivity representative
Social secretary
Little Theatre Guild rep
Jester/Digest editor
Membership development officer

Artistic Development Group

Artistic Director
Company stage manager
Rehearsed readings coordinator
Writers group coordinator

Business Development Group

Business Director
Marketing manager
Box office manager
Lettings/hire manager
Premises manager
Front of house manager
Bar representative

Thank you

Next Steps

- ❖ Proposal, Rule Change and this presentation available to view on Members' area of the Kelvin Players website
- ❖ <https://www.kelvin-members.co.uk/new-committee>
- ❖ Proposal to be voted on at the AGM (September) and, if successful, introduced with immediate effect
- ❖ Job Descriptions for the roles of Chair, Artistic Director and Business Development Director are in development and will be published asap
- ❖ Any questions, please get in touch with Jacqs (jacqsludgate@me.com 07882600588)