

Children's Services
Norfolk Education Advisory Services
Professional Development Centre
Woodside Road
Norwich
Norfolk NR7 9QL

Tel: (01603) 433276

Fax: (01603) 708074

Please ask for: Maureen Hanke

Email: music.service@norfolk.gov.uk

Contact Number: 01603 433276

Your ref:

Email: maureen.hanke@norfolk.gov.uk

My ref: MH/LW

Date: 21 September 2005

Dear Colleague

Central Area Middle Schools Music Association

The Central Area Middle Schools Music Association (CAMSMA) is an association of schools that work together to sing. Each year the schools create a fantastic combined choir that performs annually at St Andrew's Hall.

You may be aware that currently CAMSMA has no chair, or treasurer. Since 2004 I have been completing all the necessary duties for all the offices required in the organisation, and I really need some help! I would therefore like to invite you to attend an Annual General Meeting of CAMSMA to be held on Wednesday 12 October 2005, 4.30 - 5.30pm at the Professional Development Centre, Woodside Road, Norwich NR7 9QL. Please make every effort to send a representative to this meeting as we have a great deal to discuss. I attach an agenda.

I am sure that you will be pleased to welcome our team for this year, David O'Neale, Beverley Downes, Peter Wills and myself. We will be undertaking the full planning, preparation and rehearsals for this event.

If you would like to attend please contact Lynne Wright at the above address or email Lynne.Wright@norfolk.gov.uk.

I look forward to meeting you or a representative of your school at the meeting.

Best Wishes

Maureen F Hanke
Head of Norfolk Music Service

Annual General Meeting CAMSMA

12 October 2005

4.30pm - 5.30pm

Agenda

1. Apologies for Absence
2. Minutes of the last meeting
3. Treasurer's report
4. Secretary's report
5. Appointment of Officers
6. CAMSMA 2006
7. Future thoughts on events
8. AOB