



Sound Committee Report – Glenn Maxwell

1) What is working well in your committee or group

- Quality of sound and recordings
- Timeliness of CD availability
- Support of extra events such as weddings, memorial services, and other special events
- Sales of CDs (income this year about \$700)
- Creation of procedures for operation
- Acquisition of equipment enabling simple duplication of one master to three copies at once

2) What would you like to change?

a. We would like to add

- Ability to have MP3 copies of CDs on Church web site
- Complete control of all audio and video equipment

b. Discontinued tasks? (Shifted to someone else?)

- None

3) How are communications working? Could you improve?

- Communications could be improved by process review meetings of the group every so often

4) What changes do you suggest?

- Create a Sound Captain position to be a focal point for the team

5) What are your goals for the near future?

- Organize procedures into a single document
- Review procedures with the team members
- Have a dinner event with the team
- Have every sound person review the procedures