

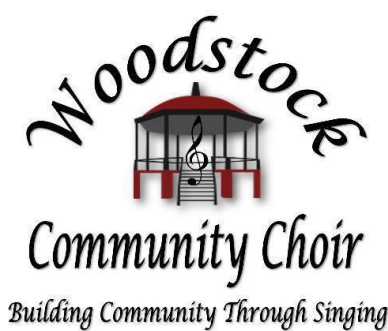
2023 - 2024 Membership Handbook

Choir Membership and Fees

1. The Woodstock Community Choir Concerts are on **October 29, 2023, Lighting of the Square November 24, 2023, and May 5, 2024.**
2. Woodstock Community Choir, a membership based organization, requires a membership fee. Your fee offsets the cost of materials, musicians and artistic staff. The full 2023-24 Concert Season is discounted to **\$250.00** (this includes the fall and spring performances, and the Lighting of the Square). For a single Concert Season the fee is **\$130.00**.
3. Partial Scholarships may be available based on available donations. Scholarship application due **July 10, 2023.**
4. Any choir member wishing to withdraw from the choir must do so in person no later than the second rehearsal. A choir member withdrawing under these circumstances will be charged a \$25.00 cancellation fee. When all materials are returned, along with a signed resignation form, a refund will be given for the balance.
5. Refunds are not issued for withdrawing after the second rehearsal and all materials must be returned.

Rehearsal Attendance Requirements

1. Members are expected to attend all scheduled rehearsals. Every singer is of equal importance.
2. Members are required to inform the Secretary or Membership chair in advance if they will miss rehearsal. Same day absences must be sent to both the Secretary (secretarylibrarian@woodstockcommunitychoir.org) **and** the Membership chair (membership@woodstockcommunitychoir.org)
3. After an absence, members are responsible for finding out what they missed and properly prepare for the next rehearsal.
4. All rehearsals dates for the October 29 concert and Lighting of the Square have been set. Members are allowed **3 absences** during the fall 2023 concert period. Members who miss more than 3 rehearsals will not be allowed to perform.
- 4a. Rehearsal dates for the May 5, 2024 concert have not yet been set. They will be on Tuesday evenings with a week off for Spring break (date to be determined). Members will be allowed to miss 4 rehearsals during the spring 2024 concert period. Members who miss more than 4 rehearsals will not be allowed to perform.



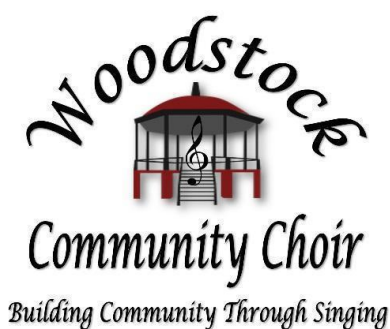
5. Attendance is **mandatory** at the final rehearsal before a concert. No exceptions. Any member missing the final rehearsal will **not** be allowed to perform. The only exception to this policy is a serious, unavoidable emergency which is handled at the discretion of the Artistic Director (artisticdirector@woodstockcommunitychoir.org).
6. Members are contacted by email if rehearsal is canceled for any reason. Cancellations will also be posted on the membership page.

Rehearsal Procedures

1. Rehearsals begin promptly at **7:15pm and end at 9:15 pm**. Choir members **must arrive before 7:15pm** to check in with the Membership chair and pick up any new music from the Secretary/Librarian. Warm-ups will begin promptly at 7:15pm. For previous choir members, please note the changed ending time.
2. Marking music is permitted only in pencil.
3. All music is property of the Woodstock Community Choir and must be returned upon request.
4. Choir members are responsible for music issued to them and will be charged a fee for additional copies. If music or folders are not returned, members will be responsible for paying the cost of that music or folder and will be unable to register for the next season until it is paid.
5. Choir members are expected to learn music to the best of their ability. Choir members should expect to spend time outside of rehearsal practicing with recordings provided on the website. Other arrangements may be available at the discretion of the Artistic Director.
- 5a. Sections leaders are available for individual instruction to choir members as needed. Section leaders will be announced and posted on or before the first rehearsal.
6. Members should not apply any scented hair products, lotions or other fragrances prior to rehearsal as this can affect members with allergies or other respiratory issues.
7. Illness policy: If you are showing any signs of illness, including but not limited to fever, shortness of breath, coughing, scratchy throat, fatigue, or runny nose NOT associated with allergies, PLEASE STAY HOME. Advise the Secretary or Membership chair immediately.

Concert Attire

1. Concert dress for each performance is determined by the Artistic Director. Concert dress will reflect the overall theatrical vision or setting for each performance.
2. Members should not apply any scented hair products, lotions or other fragrances prior to a concert.
3. Members should refrain from bringing flowers into the dressing room or warm up space at a concert as this can affect members with allergies or other respiratory issues.



Committees and Volunteering

The choir needs your help! Please volunteer for one of these committees. In addition, ad hoc committees may be appointed at any time by the Board of Directors and/or the President, in order to facilitate the business of the choir. The board will make the membership aware of these opportunities.

These are the Committee's for WCC. Each committee chair will make membership aware of opportunities.

- Fundraising Committee
- Marketing and Promotion Committee
- Venue and Performance Committee
- Social Events Committee
- Membership Committee

If members have an issue of a sensitive nature, feel free to talk first to the Membership Chair, Carol Fetzner (membership@woodstockcommunitychoir.org), then to the President, Beth Davis (president@woodstockcommunitychoir.org) by email or in person.

I have read and agree to the commitment outlined in the Membership Handbook and can attend the rehearsals and concerts as outlined in the calendar. I am enrolling in the Woodstock Community Choir for the season indicated on my registration form.

Signature

Date

Print Name

Committee Commitment

****This form will be given to all members to sign at the first rehearsal and this page will be collected by the membership chair at the end of the rehearsal.*