



**ANCHORAGE CONCERT CHORUS**  
**MEMBERSHIP GUIDELINES**

**2011-12**

**Artistic Director/Conductor Grant Cochran**

**President Susan Luetters**

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# Welcome to the Anchorage Concert Chorus 2011-2012 Season

## Our Mission

*To serve Anchorage and surrounding communities by fostering excellence in choral music through world-class vocal performance, community events and music education.*

## Your commitment to the Anchorage Concert Chorus

- Be present, prepared and on time for rehearsals and concerts.
- Study, practice, and learn your music between rehearsals.
- Make sure your performance attire is approved, complete, and clean before concerts.
- Check with your Section Leader or fellow singers for markings if you miss a rehearsal.
- Be informed of Chorus activities. Read the Chorus e-mail *News Notes*, our most efficient way to communicate with the entire membership. Let your Section Leader know if you do not have e-mail. Be attentive to the weekly announcements at rehearsals. If you miss a rehearsal, check with your Section Leader or fellow singers for updates.
- Be supportive, sell tickets, solicit donations, and meet the terms of your Membership Agreement.

## Music

- Bring your music to each rehearsal.
- Make markings in your music ONLY in pencil and in such a way that the markings can easily be erased. Ink pens and permanent highlighters should NEVER be used to mark Anchorage Concert Chorus-owned music.
- Return all music to the Music Librarian immediately following a concert, upon leave of absence, or upon termination of membership.
- Chorus members must pay the replacement costs for any music that is not returned to the Music Librarian when requested, music that is returned with highlighter or ink markings, or music that is damaged to the extent that the Librarian determines it to be unusable for future performances.

## Dues and Fundraising

1. Annual Dues of \$175 (due in full not later than October 1) includes use of music, instruction under qualified conductor, and performance opportunities.
2. Fundraising commitment of \$250 (due in full no later than January 1).

Each singer signs a membership agreement indicating understanding and agreement to comply with the financial requirements of membership in the Anchorage Concert Chorus. With the exception of a few essential paid positions, we are a non-profit, all volunteer organization. Both dues and fundraising are essential to our annual budget. We plan for and need full participation of the membership to meet these goals.

## Fundraising opportunities/options

- Annual Raffle
- Sponsor-a-Singer (tax-deductible)
- Solicit cash donation (tax-deductible)
- Solicit program advertising (10% can be applied toward membership fees)
- Direct donation (tax-deductible)

## Things that do not count toward fundraising requirement

- Participation in Optional Concerts
- Participation in Holiday Community Outreach Performances
- Participation in the Opera
- Special Event donations including silent auction items, table purchases, etc.
- Purchase of ACC Logo items or CDs

### If you can't meet dues or fundraising requirements

If members have financial challenges due to situations or events that make it difficult to meet ACC financial requirements, the Membership Committee will consider payment plans, partial waivers or volunteering for a significant project/responsibility as an alternative. The process is as follows:

1. Communicate with the membership committee in writing or by email.
2. Without divulging deeply personal information, give the committee a concept of your situation, how much you think you will be able to pay, and a proposed plan for meeting the requirement(s).
3. The limited information you share is kept completely confidential and is only brought to the committee by the chair if your request/proposal needs discussion. You will receive a response or an alternate suggestion as quickly as possible.
4. Your name and information are not shared outside of the committee. The Board is given monthly reports of the status of total dues and fundraising met and the total number of members (no names are used) with obligations outstanding in each category.
5. Only the terms of approved "payment plans" and the member's name will be given to the Executive Director to assist with monitoring expected payments and to make sure they are applied correctly.

The Membership Committee chair is Rebecca Maxey.

### Attendance

1. ACC Bylaws require any member who has missed 3 or more rehearsals before a particular concert to re-audition before the dress rehearsal for that concert. The purpose is to ensure the member's musical competency for that concert. Any appeals of the decision of the singer being re-auditioned must be taken to the president, NOT the artistic director.
2. No member may miss a dress rehearsal without first submitting a written request to their Section Leader prior to a scheduled dress rehearsal. Section Leaders will communicate with the conductor who will then make a decision about granting approval to sing in that concert.
3. Late arrival or early departure from rehearsal may be counted as one-half absence.
4. An annual re-audition for all Chorus members may be required. The audition chair will notify the membership if this is the case.

### 2010-2011 Performances

The Chorus typically stages three major concerts and several smaller performances annually. Other concerts may be scheduled. Members are expected to be prepared and follow concert protocol.

- **Members are expected to participate in the following concerts/activities:**
  - × **November 5, 2011** "Grapes of Wrath" as guests of the Anchorage Opera
  - × **December 11, 2011** Museum Concert
  - × **December 18, 2011** Family Holiday Pops
  - × **January 28, 2012** Women only – as guests of the Anchorage Symphony Orchestra
  - × **March 5, 2012** Great Opra-Tunity as guests of the Anchorage Symphony Orchestra
  - × **May 5, 2012** Beethoven #9 with Anchorage Youth Symphony as our guests

If you are unable to participate in a particular concert, you should communicate with your Section Leader to be excused from that performance. Dress rehearsals are mandatory and special permission must be received to perform in the concert if you must miss a dress rehearsal.

**Community Outreach Performances: Participation is encouraged. More will be announced:**

**November**

× 25h Mayor's Tree Lighting

**December**

× 11 Live caroling at Pioneer Home

**November and December – Community Messiah**

Every Sunday in November 2-4 @ Central Lutheran Church rehearsals

December 4 – dress rehearsal @ West High School

December 5 – performance @ 2:00 @ West High School

As the Holidays approach, there will be a signup book for these events at every rehearsal. If you sign up for an event, please know that we are counting on your participation.

**Rehearsal Protocol-**

1. Rehearsal is on Monday evenings from 6:30 to 9:30 pm at Central Lutheran Church (CLC) on the corner of 15th & Cordova except Monday November 21 which will be at 1<sup>st</sup> Congregational. It starts at 6:30 sharp and you must be in your seat and ready to sing at that time. One Saturday rehearsal is scheduled for October 8 at Central Lutheran Church. There could be others as well.
2. You are asked not wear cologne, perfume, after-shave, alcohol, excessive hair spray or any other substance that could aggravate allergies, asthma, etc.
3. Water **only** is allowed in sanctuary.
4. No babies or children at any rehearsals.
5. Bring pencil(s) to all rehearsals.
6. When the music stops, please do not talk - listen to the director for instructions.

**Concert Attire**

**All costumes MUST** be approved by the costume committee **well in advance of** our first concert. This will be done at scheduled times during breaks and before rehearsal (not at dress rehearsal). You must wear your approved costume for performances. If you aren't dressed appropriately at performance, you will not be permitted to go on stage and perform with the group

**Women's Costumes:** Susan Luetters

- Full black
- Dressy ankle length black dress or skirt
- Dressy long sleeved black blouse
- If so desired, long-sleeved dressy black jacket (very plain, tailored - nothing fancy, sparkly, lacy, etc.)
- Black shoes and black stockings that cover every bit of your leg that might show (no knee highs)

**Absolute no no's:**

- short skirts
- see-through sheers, chiffons, beaded, sparkly or lacy
- plunging necklines
- turtlenecks
- sparkly add-ons
- white, metal, pearlescent or large buttons (buttons must be small & solid black).
- dangling and/or sparkling earrings

Ladies may choose to wear their concert chorus dresses and jackets that we have used in the past.

### **Materials:**

Cotton is highly discouraged because of fading. Matte jersey is a good choice & not expensive. It looks good, travels well, is easy to wash, and is not too hot.

**Men's Costumes:** David Braun (looking for an assistant)

### **Tuxedo:**

- Black tuxedo, bow tie & cummerbund
- Flat pleated white shirt with black studs
- Black shoes, black socks

If you need a tuxedo, a group order will be placed the first week of October. The cost for formal jacket, pants, shirt with studs, cummerbund and bow tie will be **\$140 – in advance**. David Braun, [aktenore@gmail.com](mailto:aktenore@gmail.com) coordinates the tux orders. Please send him your suit jacket size (e.g. 40 chest, 32 sleeves) shirt size (e.g. 16 neck, 34 sleeve) and pants size if known. He'll re-measure men for the pants at the 2<sup>nd</sup> or 3<sup>rd</sup> rehearsal to ensure ordering correct sizes. The order must go in by the first of October to ensure we receive the order in a timely fashion and **must be prepaid**. Make your check out to Anchorage Concert Chorus. We have been purchasing identical tuxedos for 20 years and many men are still wearing their original tux.

### **Concert Music Folders:**

Please provide a plain black folder for your music. Three ring binders or a lightweight music folder may be used. The Chorus will have Black Music Folders available in October, they can be purchased from the Executive Director at rehearsals for **\$28**. Most chorus members use these folders. You are not required to use one of these folders, but they work really well for most people. Please check with your Section Leader to make sure your folder is appropriate.

### **Concert protocol**

If you will be absent for any performance or dress rehearsals or have any questions about dress rehearsals or music, **please talk to your section leader.**

1. Be on time or even early for call. **TURN YOUR CELL PHONES OFF or leave them home.**
2. Show consideration for fellow singers by observing personal hygiene etiquette. Do not wear cologne, perfume, after-shave, alcohol, excessive hair spray or any other substance that could aggravate allergies, asthma, etc.
3. Be very quiet and walk softly backstage.
4. Be silent when the orchestra is tuning.
5. Turn pages silently. Do not talk and do not tap your foot.
6. Take nothing on stage with you except your music, even water.
  - Prior to the performance, remove all unnecessary papers and music from your folder. It should only contain the music for the current performance and an unwrapped cough drop or two and a piece of Kleenex, if necessary. When there is a lot of music, you may want to divide your music into first half and second half and only have the half you are currently singing with you. The other half could be left backstage or in the dressing room.
  - Be standing/sitting/lined up as instructed and ready to begin on time.
7. When processing on and off the stage, hold your closed music folder down at your side in the hand facing the audience.
8. When in position, the conductor will cue for sitting, standing, and opening music. Do not put your folder down or relax your singing position until the piece is completely over. **Wait until you have been cued!**
9. The conductor needs to feel completely confident that you are watching him at all times – he should be able to make eye contact with you. While singing, music should be held up (but not blocking other singers' views) and the conductor should be in view.

10. Unless otherwise instructed by the conductor when sitting during a performance, keep your music closed on your lap. Keep your attention on the performers or the conductor at all times. Refrain from touching your face, hair or making other distracting motions.
11. Do not follow along in your music with the soloists. If you are not singing for several pages, paperclip them together so you turn to your next section with one silent page turn.
12. Do not tap your foot.
13. Do all those things you've practiced so well during rehearsals.
  - Do not hum starting pitch
  - Sing using good posture and breathing.
  - Turn pages silently. If you can hear them, so can the audience. Use larger binders or divide music if necessary. Even the softest page turns are detected by the microphones.

### **Social Events**

The Chorus has a number of social events allowing members to become better acquainted. These events usually include potluck rehearsals (a mandatory all day rehearsal is scheduled on October 8) and post-concert cast parties. On occasion, additional dinners, galas, etc. coinciding with fundraising and special celebrations take place.

### **Touring**

Chorus long-range goals include tours in and out of state. Tours are optional. Additional rehearsals are required for members going on tour. Tours are funded by members and are separate from the Chorus operating budget. The next tour will probably take place in 2013.

### **ACC Chorale Membership**

Membership in the chorale is a privilege and comes with responsibilities in addition to general chorus membership requirements. Chorale members are expected to prepare and perform additional music (often from memory) and are expected to participate in additional performances, at the conductor's discretion, that arise throughout the year. Chorale members also may have additional rehearsals.

Membership selections for the ACC Chorale are based on the director's specific vocal needs for pieces and concerts. The Chorale "sound" has certain distinct qualities. Singers whose voices are large or operatic, have obvious vibrato, or have other qualities that do not necessarily blend well are usually not a good fit for the Chorale.

In addition to vocal characteristics, members chosen for the Chorale include singers who can sight read, can learn complex music quickly, memorize music easily, are committed to devoting extra personal time to master the music, and have demonstrated good attendance and close attention to the conductor's direction.

There is always an extremely high level of interest in chorale membership from the soprano and alto sections. Singers (especially sopranos) who meet the director's standards for being in Chorale do not always have the opportunity to participate. The conductor makes every effort to include as many as possible in the Chorale throughout the year.

Because the final chorus roster is not fully settled until the middle of September, announcement of the Chorale membership is usually not made until after the season starts in the fall, and often not until October or later, depending on when during the season the Chorale is scheduled to perform.

Because selections for Chorale membership are made with a collective group sound in mind, it is important that the group rehearse in its entirety. Chorale rehearses at weekly Monday night rehearsals, both with the entire chorus and often alone for the last 15 to 30 minutes of rehearsal. Additional rehearsals may also be scheduled. Chorale members should inform the Director in advance when they cannot attend a rehearsal or when they know they will not be available for dress rehearsal(s) or

concert(s). At the discretion of the Director, Chorale members who miss an unacceptable number of rehearsals or who cannot be available for dress rehearsals or concerts may be replaced with other singers.

Members of the Chorale are expected to perform in fundraising "caroling gigs" in addition to the community service events required of the general chorus membership. Chorale performances for ACC fundraising events cannot be used to offset individual membership fundraising obligations.