**VILLAGE VOICES CHORALE**

Member Handbook

Our motto

 “We love to sing.”

Although we do not wish to burden you with formal rules and regulations, we feel it may be helpful to have information regarding our policies at your “fingertips” to answer any questions you may have.

**Very Brief History** Village Voices Chorale was founded by 10 Westlake neighbors in 1969. Today our “neighbors” extend to LA and Ventura counties.

**Mission** “The Village Voices Chorale develops and promotes an interest in choral music for the benefit, joy and well-being of its members and the community.” \* In addition, we provide scholarships to university students majoring in voice and grants to community elementary school choral programs. (We are very proud of our philanthropic programs.)

**Organization** An elected Board governs the chorale under the rules of the “Constitution and Bylaws of the Village Voices Chorale.” *We are a secular, non-profit 501(c)(3) charitable choral music organization.*

**Music** Classics, Broadway show tunes, madrigals, folk songs, rock n’ roll, jazz, opera, etc.

are selected by an **elected music committee**, the Director and the Board President. (We like to say, there is something for everyone at our concerts.) (The committee welcomes suggestions from the general membership.)

**Rehearsals** We meet Tuesday nights at 7:30 at the United Methodist Church in Westlake in Alton Hall. Extra rehearsals start three weeks prior to our first concert performance – 2 Monday nights and 1 tech rehearsal on a Wednesday night at the concert venue. (A special schedule of these dates will be provided.)

**Concerts** We perform 2 concerts at the **Bank of America Performing Arts Center in the Scherr Forum Theatre** which terminates the fall and spring semesters. Each concert has 2 performances – a Friday night and a Saturday afternoon.

**Member Responsibilities** (Being well-organized and prepared as individuals and as a group creates an outstanding, quality choral experience. It is the hope that the following will aide in the achievement of this goal.)

**Dues** $75, students - $35 (Checks are payable to Village Voices Chorale. Zelle is also available.) Cash? Yes.

(*Dues are to be paid before bringing the music home.* If necessary, you have a 3-week window in which to do this. See the Treasurer if this presents a problem for you.) Dues are non-refundable.

**Music** Each member has their own special number.

Special care of the music is appreciated. (Do not use it as a placemat.

 Please.)

Write lightly with *only* a PENCIL when taking notes.

Keep the music whole - no hole punching.

Please refrain from writing on the front cover.

Place your music in concert order with tabs on the songs in a **black folder**,

 available for purchase if you need one. Ask the Director.

 Replace lost music. Ask the Director or treasurer for the price.

 **Attendance** Perfect is preferable. if you are unable to attend a

 rehearsal, notify your section leader. They take attendance.

 **Name Tags** Membership Chair provides these. Please wear these at

 rehearsals.

 **Concert Attire and performance stools** Members purchase these. The Concert

 Attire Chair will assist you.

 Additional information is on our website.

 **Timeliness** Prepare to start rehearsing at 7:30, return from breaks in a timely

 manner, and stay for the full rehearsal. (Thanks.)

 **Chorale Etiquette** a few reminders… that you already know…

 Give full attention to the Director

 Questions are for the Director to answer. Please raise your hand.

 Visit before and after rehearsals, and at break times, as with gum

 chewing and eating.

 Ill? Please sit on the side of the room if you attend. (Really appreciated!)

**Ticket Sales**– It is requested that all members try to “fill the house” by contacting their own peeps. Materials will be provided by our Graphics Chair, and emails and Constant Contact notifications, which you can forward, will be offered by our Publicity Chair. We are a TEAM!

**Learning Music** (Chorus is only as good as the individual singers. It is the responsibility of each member to achieve “performance” level.)

At the beginning of each semester, we rehearse in sections.

 Recordings of our songs are available on our website:

 **villagevoices.org/members**.

 Check rehearsal notes from the Director for weekly practice information.

 Oh, yes, and practice.

**Roster** This is provided to you by the Membership Chair for each semester.

On this, you will also find the Board Members and Appointed Members of the choir, and, especially, the section leaders.

*(The Roster is not to be used without the expressed consent of the membership*.)

**Volunteering Opportunities** Members are encouraged to work on committees, sign-up for various tasks, assist in fundraising or…? What a great way to meet other members and form friendships. A soprano can even talk to an alto!

**Other Performances**

Occasionally, we are invited to sing in our community. As a non-profit, we like to give back.

As Village Voices’ members, you are welcome to audition for our annual

**“From Broadway to Westlake” A Musical Revue** of solos and duets and trios, etc. and an ensemble…put on by the members of the choir. This performance is held between the fall and spring semesters. More information will be given at the appropriate time. (This is one of our fundraisers for our scholarship program.)

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Working together, the choral experience is enhanced for the entire choir. The Village Voices is in existence for the love of music. We hope you ENJOY the EXPERIENCE!

 The Village Voices Chorale

 \* From the “Constitution and Bylaws – Village Voices Chorale”