Welcome!

This Handbook contains general guidelines and information for all Pilgrim Festival Chorus members. Please review the handbook thoroughly and refer to it as needed. We do our best to meet member needs. Please contact the Board of Directors with any questions or concerns.

**Artistic Directors**
William Richter (wrichter@scit.org)
Elizabeth Chapman Reilly (ecreilly45@gmail.com)

**2018-2019 Board of Directors**

**Executive Committee**
President - Kate Holl (pfc.kateholl@gmail.com)
Vice President - Pat Goin-St. Clare (blanderhoop2@yahoo.com)
Treasurer - Lynne Hare (lynne.hare@comcast.net)
Secretary - Hilary Goodnow (hrgoodnow@gmail.com)

**Officers**
Lori Brandt
Joy Burns
Vivian Cardinal
Wendela Yeo Correia
Linda Harding
Tony Winters
Cory Winters
Hannah Woodbury

updated by H.Goodnow, 1/19/19
Mission Statement

The Pilgrim Festival Chorus (PFC) is a volunteer, auditioned singing group dedicated to performing choral music concerts, promoting the performance of great choral music, and providing music education to its members and audiences.

Auditioning for the Pilgrim Festival Chorus

Before each concert season, the Pilgrim Festival Chorus holds auditions for new members. Additional auditions and re-voicing may be conducted for existing members at the discretion of the Directors. To arrange an audition for the Pilgrim Festival Chorus, please contact director@pilgrimfestivalchorus.org.

Chorus membership

Rehearsals are held Mondays from 7:00pm-9:00pm at Faith Community Church, 29 Carver Road, Plymouth, Massachusetts.

Please see the Pilgrim Festival Chorus, Facebook, or the 2018-2019 members’ calendar for all dress rehearsal and concert dates, times, and locations. Changes to the rehearsal schedule, including weather delays or cancellations, will be announced and sent via email or text message prior to rehearsal.

Rehearsal reminders:

• Please tell the Membership Coordinator or Secretary of any changes to your contact information including phone number, email address, or mailing address. We depend on accurate information to keep everyone informed.
• Try to arrive 10-15 minutes early to ensure we can start promptly.
• Be respectful of yourself, your fellow singers, and the Artistic Directors by giving them your full attention unless they call for a “break.” Please silence or turn off cell phones. They can be a distraction to you and your neighbors. If you must take a call during rehearsal, please leave the rehearsal area promptly.
• Try not to miss rehearsals. We need all scheduled rehearsal time to ensure quality performances. When you miss a rehearsal, you may miss important messages from the Artistic Directors or Board of Directors.

Since attendance at rehearsal is necessary to preserve the excellence of our performances, members are asked to attend 80% of all rehearsals for concert preparation. Those who cannot meet this obligation will have their status reviewed by the Board of Directors.
Directors and the Artistic Directors to assess concert readiness. For planned extended absences, please speak with the Artistic Directors.

**Dues** are paid at the start of each concert cycle (September, January, and May). They should be paid by the third rehearsal and must be paid in full for concert participation. Members who are students currently enrolled in high school or an undergraduate or graduate course of study may apply for “half dues status” and should consult the Treasurer for further details.

Music costs are assessed at the start of each concert cycle. If members choose to borrow music rather than purchase it, they should use *only pencil* to make notes. All marks must be erased before returning the music or the member will be charged full price for the music.

In accordance with the *Pilgrim Festival Chorus Bylaws*, PFC membership is an annual commitment for active members. Annual dues are established yearly by the Board of Directors. Please see the PFC bylaws, available online at for our policy on retaining active membership if you cannot join for a particular season or cannot sing in that season’s concert.

**Financial waiver policy:** The Board of Directors has instituted a policy for members who may not be able to pay membership dues. A waiver form is available for members who want to request assistance or who require a payment plan. Students must fill out a confidential financial waiver form to qualify for half-dues status. Extraordinary circumstances of need beyond that of dues will be dealt with on a case-by-case basis by the Board of Directors.
Preparing for a concert

Concert attire

Sopranos and altos wear black 3/4 sleeve, cowl-neck blouses (Performance Knit Blouse-BLK Formal Fashions Inc. Product #9793AA Black), black floor-length skirts, black stockings, and black shoes. Skirts should be no shorter than 1”-6” above the floor. If a member wishes to wear any additional attire for the concert, including a head covering, they should talk with the President or a member of the Executive Committee.

Click here to purchase blouses. Blouses run small. Please consult the size chart carefully.

Tenors and basses wear tuxedos with a white shirt, black bow-ties, white shirts, black socks, and black shoes. Waistcoats are not required. Cummerbunds are optional. For holiday concerts, tenors and basses wear red bow-ties (Formal Fashions Inc #8250 satin red or black).

Summer concert attire
All members wear any combination of black and white. No denim, shorts, off-the-shoulder, cleavage, bare belly, or flip flops are allowed.

Based on the program, this guideline may change and will be announced and shared with members well before the concerts. Please contact the President with any questions or concerns regarding concert attire.

Music folders
Black choral music folders are used for all concerts and performances. Members can visit musicfolder.com or call 1-877-246-7253 (toll-free) to find a variety of styles. Amazon.com also offers competitive pricing for many of the same models. PFC does occasionally buy music folders in bulk to reduce costs to members.

Learning tools
If you need help learning your music, check out cyberbass.com, where your part may be broken out according to the score. Spotify, YouTube, Apple Music, or other music streaming services are helpful when looking for full recordings. Visit pilgrimfestivalchorus.org/membership for more links.
Fundraising

Ticket sales
Tickets for PFC concerts are available for purchase at the box office, online through the PFC website, or in person through a PFC member. All members are given four tickets to sell. All ticket money or unsold tickets should be returned to the ticket coordinator before the first dress rehearsal.

Current ticket prices for regular season concerts are $20 for adults and $18 for seniors. Children under 14 are free. Special rates for students (with valid ID) are also available.

Program ad campaign
Membership dues, ticket sales, grants, corporate sponsorships, and the annual program ad campaign enable the Pilgrim Festival Chorus to offset the costs of producing quality concerts.

The program ad campaign is a grassroots effort led by the chorus membership to encourage local community businesses to support the Pilgrim Festival Chorus, its concert programs, and its educational mission by purchasing advertising space in the upcoming season’s program books. A comprehensive pricing structure makes it easy for businesses of all sizes to support the arts on the South Shore. The program ad campaign is announced each January. More information will be made available by email and the website, pilgrimfestivalchorus.org.

Pilgrim Festival Chorus is grateful to its friends, donors, and the Massachusetts Cultural Council for their generous support.

** If there are any circumstances that prevent you from adhering to any of the above Pilgrim Festival Chorus policies, please speak to the President or a member of the Board of Directors’ Executive Committee. All music questions should be directed to the Artistic Directors. **
Chorus as community
We hope that members will become friends as well as fellow singers. The Board of Directors hosts several social events throughout the season. Members also gather informally after rehearsals or concerts.

Brown bag socials
The PFC holds rehearsals on federal holidays that fall on a Monday, including Martin Luther King Jr. Day, Presidents Day, Patriots Day, Memorial Day, and Columbus Day. Prior to these rehearsals, chorus members are invited to bring their dinner and enjoy a “Brown Bag Social” in the Parish Hall from 5:30pm - 7:00pm.

Summer social
Toward the end of August, the Board of Directors hosts a summer social. Join them for a light-hearted kick-off to the new season with delicious summer treats. This event is a potluck where members are encouraged to bring their favorite side dish or dessert to share with their fellow singers.

_The greatest respect an artist can pay to music is to give it life._
– Pablo Casals