



Membership Handbook

2016 - 2017

HERITAGE CHORALE

P.O. Box 1335, Framingham, Massachusetts 01701-1335

Welcome to The Heritage Chorale's 80th concert season! We hope you will enjoy an exciting musical experience as we prepare for and present our concerts. We are a vibrant community chorus and enjoy the chance to perform for our families, friends, and the broader Metrowest public.

This Handbook discusses the history and organization of the Heritage Chorale as well as the responsibilities of members. Should you have any questions about this information, please feel free to ask any member of the Board of Directors or the Membership Chairperson.

Thank you for joining!

2016 - 2017 Concerts

November 20, 2016

February 12, 2017

May 13, 2017

Heritage Chorale Website: www.heritagechorale.org

Heritage Chorale Audio Info-Line: 508.270.3999

Membership Chairperson: Elaine Recklet

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erecklet@comcast.net

The Heritage Chorale

The Heritage Chorale was founded in the fall of 1937 by a small group of Framingham residents who often gathered informally to sing madrigals and spirituals. Known then as the Community Choral Society, the ensemble gave its first concert of short works in May, 1939 on a budget of \$62.

Obviously much has changed in the intervening years. During its long history, the Chorale has performed a wide range of both classical and contemporary choral works, including Mendelssohn's oratorio *Elijah*, the monumental Verdi *Requiem*, and works by nationally known Boston composers Daniel Pinkham and Thomas Oboe Lee.

The Chorale has flourished under the leadership of outstanding directors including the founder Edward Gilday; Allen Lannom; John Oliver; Robert Gronquist; Christopher Carlson and Philip Moss. Much of the Heritage Chorale's recent success has come thanks to the visionary leadership and high expectations set by Music Director John Finney, who has led the Chorale since 1987.

The repertoire of the Heritage Chorale has included such major works as *A German Requiem* by Brahms, the *St. John Passion* by Bach and the complete *Messiah* by Handel. The Chorale has performed in the past with the Wellesley Symphony and the New Philharmonia Orchestra. While our concerts are most frequently performed in Framingham, the chorus has performed in neighboring communities, most recently in Wellesley and Southborough.

The Heritage Chorale is a non-profit Massachusetts corporation and is governed by bylaws that are available for member perusal.

Membership

Qualification for Membership (from the Heritage Chorale By-laws)

“Membership is open to all individuals, regardless of race, color, creed, national origin, handicap, gender or sexual preference who: (i) pass an entrance audition by the music director/conductor; and (ii) pay membership and other fees as determined by the board of directors.”

Chorale members are EXPECTED to participate in ALL concerts and have an obligation to attend ALL rehearsals.

Auditions

Auditions are held in September and sometimes in mid-season. Following two open rehearsals, auditions are conducted by the Music Director with section leaders and Membership Chair in attendance. Those who audition should be prepared to sight read and sing music rehearsed during open rehearsals.

Dues

Member dues are currently set at \$100.00 per season and are due by November 1st. Dues for members who are unable to sing the full concert season are not prorated and must be paid in full no later than four weeks prior to the concert for which they are returning.

Members who join for the first time in mid-season will be assessed the full amount at that time. However, the next fall these members will be assessed for half the current dues for that entire season.

All Chorale dues can be paid by check, payable to The Heritage Chorale, and given to the Treasurer or his or her assistant OR via PayPal. For more information see the Member Payments link under Member Info on the chorale website.

Rehearsals

Weekly Rehearsals

Rehearsals are held September through May, every Tuesday from 7:30 – 10:00 p.m. at Scott Hall, First Parish Church in Framingham. **Members have an obligation to attend all rehearsals and be prompt.**

Dress Rehearsals

Mandatory dress rehearsals are scheduled prior to each concert.

Absence from Rehearsal

Rehearsals provide members the opportunity to learn the music of a concert in ways that cannot be effectively accomplished in any other venue. As a choral group, it is imperative that the Chorale practice as an ensemble. Merely learning the notes is not enough; learning the music in the company of those with whom one will be singing in concert is critical to a satisfying concert performance.

Members may miss no more than two (2) classical music rehearsals per concert or one (1) Pops rehearsal. If absences exceed these maximums, the Music Director, at his/her discretion, may use any means necessary to ascertain if the member has sufficient knowledge of the music to participate in the concert. If the Director determines the member is not adequately prepared, he/she will ask the member not to sing the concert and the member will comply.

When absences cannot be avoided

If a situation should arise when you know in advance that a concert or rehearsal will be missed due to illness, family or work obligations, the Membership Chairperson and your Section Leader must be notified as soon as possible.

Chorale members who miss a rehearsal must check with their Section Leaders to find out what music was rehearsed during their absence and to obtain any significant directions pertaining to that music which were provided by the Music Director.

Chorale members with a continuing conflict that results in frequent late arrivals or absences must obtain the permission of the Music Director for such tardiness and/or absence and inform both the Membership Chairperson and their Section Leaders.

Rehearsal Cancellation

On rare occasions a rehearsal may be canceled due to inclement weather or some other unforeseen event. In such an event, members will be notified via a Robo Call and email. Rehearsal and concert status will also be available on the Chorale InfoLine (508.270.3999) and on our website (heritagechorale.org).

Rehearsal Intermission

During each rehearsal, there is a 20-minute intermission in which Chorale announcements are made and Chorale business is conducted. **Due to time limitations, only announcements pertaining to the Chorale or Chorale members may be made.**

Etiquette Document

A link to this document can be found on our website under Membership → Member Info. It contains information and guidelines about best practices for choral singers.

Concerts

Qualification to Sing Concerts (from the Heritage Chorale By-laws)

“Qualification to sing in concerts is granted to members who: (i) maintain required levels of performance; (ii) pass a re-audition when requested by the music director/conductor; and (iii) follow all guidelines as specified in the Membership Handbook.”

The Chorale Season of Concerts

The Chorale season, including three concerts, begins with rehearsals in early September and concludes in May. Two of the concerts feature classical music and often include professional soloists and orchestra. Our Pops Concert features performance of lighter music, usually interesting arrangements of Broadway, movie music, light classics and pop favorites and is an excellent introduction for children and teens to choral music. In some years, the Chorale is invited to collaborate with other performing groups and often elects to do so.

Concert Attire

In an effort to ensure a uniform Chorale appearance, the Board of Directors reserves the right to request that members wear concert attire that conforms to the guidelines described below. Failure to dress within the stated dress guidelines could result in a member’s being asked to find alternative clothing that falls within the guidelines or being asked not to sing in a concert. The Dress Chairperson is responsible for articulating the dress guidelines to members and speaking with those whose clothing appears not to conform to the guidelines. All questions concerning dress policy should be referred to the Dress Chairperson or, in the case of the Pops dress, to the Pops Committee.

Guidelines for Concert Attire for Classical Concerts

- Men
 - ◊ Black tuxedo (jacket, trousers, cummerbund); vest is optional
 - ◊ White shirt with black bow tie
 - ◊ Black shoes and socks; athletic footwear not acceptable

- Women
 - ◊ Uniform black skirt or pants, ordered by and purchased from the Dress Chairperson
 - ◊ Uniform black top, ordered by and purchased from the Dress Chairperson
 - ◊ Comfortable closed-toe black shoes and black hose; athletic footwear is not acceptable
 - ◊ Necklace of single strand pearls; all jewelry is to be discreet

Guidelines for Concert Attire for the Pops Concert

- Men
 - ◊ Requirements are the same as those for classical concerts.
 - ◊ Men may be asked by the Pops Committee to wear solid bow ties and cummerbunds in a color other than black, depending on thematic elements of the concert.
- Women
 - ◊ Requirements are the same as those for classical concerts.
 - ◊ Women may be asked by the Pops Committee to wear an accessory, depending on thematic elements of the concert.
- Other
 - ◊ Props and other items to emphasize a particular musical piece or to add some comic relief may be assigned by the Pops Committee to those who volunteer.

Out of consideration for others, please avoid the use of cologne, perfume and other scented personal care products both at rehearsals and concerts.

No electronic devices (watches, pagers, cell phones, e-readers) should be active during rehearsal or performances.

Concert attire is **not** worn for dress rehearsals.

Privacy Policy

Personal Information

The Heritage Chorale maintains contact information (telephone numbers and addresses) for each member and publishes it on its website each year. Contact information should be used only to communicate information related to Chorale events. Members are asked to respect the privacy of fellow Chorale members and not share members' addresses or phone numbers with anyone outside the chorus.

Email Communication

When you provide us with your email address, the Heritage Chorale will, from time to time, contact you with important information that pertains to Chorale events only. All *Chorale-related messages* are to be sent electronically through the Membership Chair. Members are asked to respect the privacy of fellow Chorale members and not share Chorale email addresses nor add Chorale members to other email lists you or others create.

Financial Information

The Heritage Chorale will protect, and keep confidential, all financial information that you share with us.

Links from our website

Our website may contain links to other websites. We do not control the privacy policies of the destinations' sites. Once you leave our servers, use of any information you provide is governed by the privacy policy of the operator of the site you are visiting. The Heritage Chorale is not responsible for the privacy practices or content of websites other than ours.

Chorale Finances

Thanks to the efforts of many members, the Heritage Chorale is a financially healthy non-profit organization, registered as such with the Commonwealth of Massachusetts. Monies that are raised support the hiring of our Music Director and Accompanist, as well as expenses incurred in the production of concerts, including professional soloists and orchestra.

Members' Financial Obligations

- Yearly dues, as described elsewhere in this Handbook.
- Concert dress, as described elsewhere in this Handbook.
- Music: The Board of Directors will determine the cost of music for each performance and shall assess each member accordingly. To sing in the concert, members must pay for their music no later than four (4) weeks after cost has been announced. Members who already own a score will not be assessed for new music, provided that the edition proposed for use is approved by the Music Director.
- Professional black performance folder: To achieve a uniform appearance, members are expected to use a black performance folder. These folders are available at a nominal cost from the Music Librarian.
- Chorale dues, music and CDs can be paid by check, payable to The Heritage Chorale, and given to the Treasurer or the Assistant Treasurer OR via PayPal. For more information see the Member Payments link under Member Info on the chorale website.

Selling Concert Tickets

Concert performances are the culmination of many weeks of exciting and enjoyable preparation. Chorale members are encouraged to sell tickets to friends, relatives, and other interested persons.

Fundraising Efforts

Every Chorale member is strongly encouraged to participate in each fundraising event to help achieve our revenue goals. Participation in these events contributes to a sense of community among members. These fund-raisers represent about two-thirds of Chorale income and are fundamental to performing quality concerts. For the 2016-2017 concert season, the following fundraising campaigns will be conducted:

- The **Friends and Supporters** campaign begins in late September and continues for about six weeks. Members are asked to solicit contributors and/or advertisements for the program booklet. Members are also encouraged to make donations on their own. This is the Chorale's most productive fund-raising activity.

In general, contributions to the Chorale are treated as charitable gifts and the Chorale provides acknowledgements of gifts as required for income tax purposes. If you have questions, please consult your tax adviser.

- The **Heritage Craft Fair** is held on a Saturday in early spring. Vendors rent space to sell their wares; admission is charged to enter; and the Chorale sells breakfast and lunch foods. There are numerous opportunities for Chorale members to support this event.
- A **Silent Auction** will take place at the Pops Concert, and Chorale members are asked to support the campaign by soliciting items for the auction. Chorale and audience members are encouraged to bid on auction items at the concert.

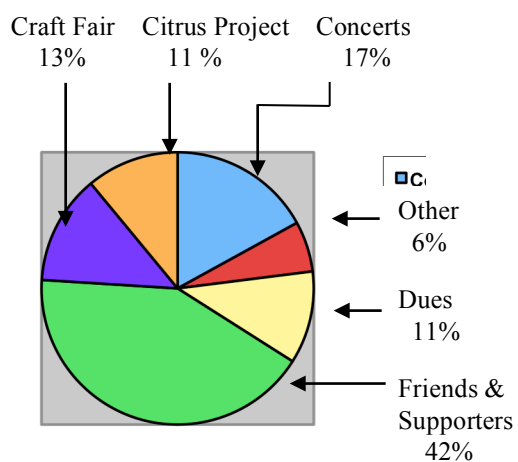
Gifts and Bequests

Chorale members, their friends and family can consider making a charitable gift or bequest to the Chorale to help assure its financial future. Gifts may be designated for one or more of the Chorale's three Targeted Funds to support special concert musicians, one-time purchase of significant material goods, or reaching out to those who might otherwise be unable to attend concerts. Such gifts may be directed to the Chorale's new endowment fund, established in 2013 with the Foundation for Metrowest. For further information please contact the Chair of the Development Committee.

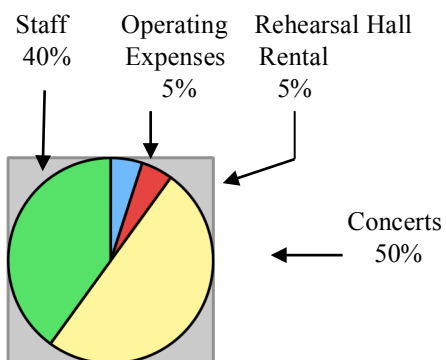
Income and Disbursements

The two pie charts below depict the typical sources of the Chorale's profit from income and the general categories of expenditures. The annual gross budget is more than \$90,000.

Projected 2016-2017 Chorale Income



Projected 2016-2017 Chorale Disbursements



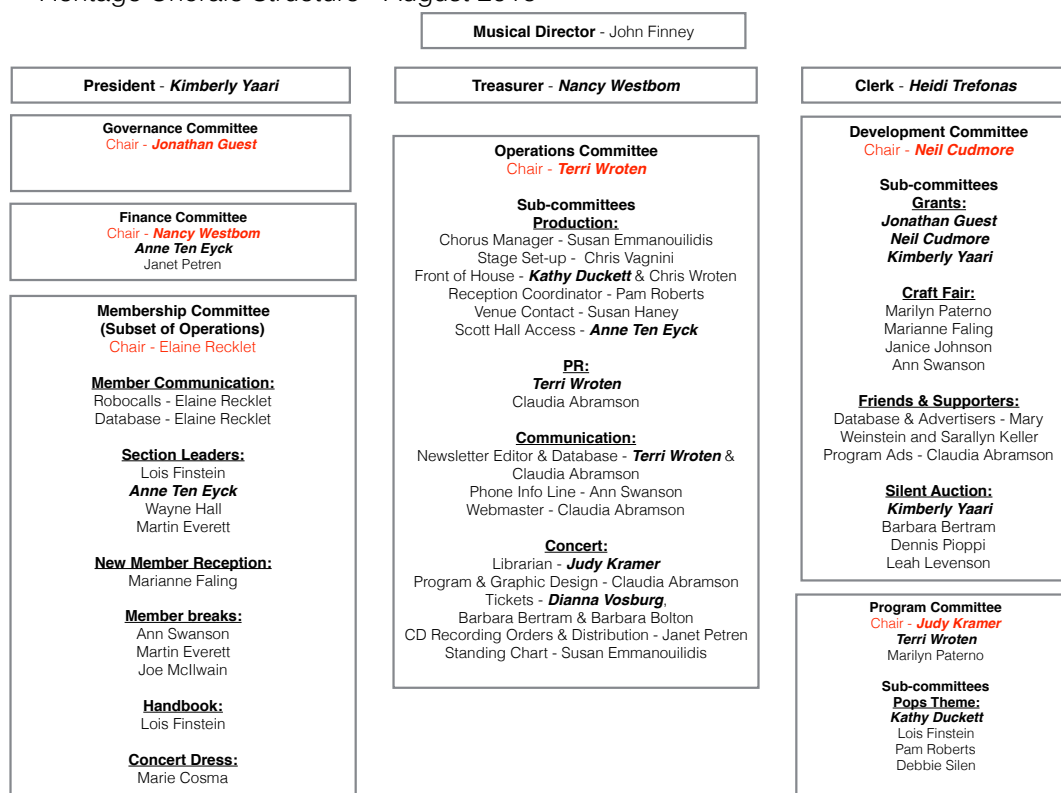
The Board of Directors governs the activities of the chorale, which is a non-profit tax-exempt Massachusetts corporation. Meetings are held monthly, generally the first Monday of the month. The agenda will be sent to the membership, via email, prior to each meeting and chorale members are welcome to attend.

The President, Clerk and Treasurer are the Officers of the corporation and also serve as members of the Board of Directors.

Directors and officers are proposed by the Governance Committee and elected by the Chorale members at the Annual Meeting with terms running from July 1 to June 30.

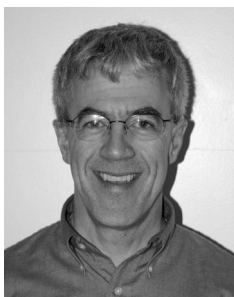
Members who would like to participate in Chorale governance should talk to any member of the Board. Also, Board members are available to receive feedback from the membership regarding all activities of the Chorale.

Heritage Chorale Structure - August 2016



Staff

John Finney, *Music Director and Conductor*



John Finney, conductor of the Heritage Chorale, is widely praised as a musician of great vitality and versatility. Since his appointment in 1987, he has conducted the Heritage Chorale in acclaimed performances of major choral works, including Mendelssohn's *Elijah*, Handel's *Israel in Egypt*, Beethoven's *Mass in C*, Orff's *Carmina Burana*, and the Requiems of Mozart, Brahms, Fauré and Duruflé. He has conducted members of the Chorale during three international concert tours (to Prague and Vienna in 2010, to Montreal and Quebec City in 2012 and to Ireland in 2015).

Mr. Finney has an extremely active career as a choral conductor and organist. Since 1993, he has been the conductor of the 160-voice University Chorale of Boston College. He has directed the Boston College Chorale on concert tours in major cities throughout the world, including Rome, Prague, Vienna, Madrid, and Dublin. In 1999 he was appointed Conductor of the Boston College Symphony Orchestra and given the title of Distinguished Artist-in-Residence at Boston College. For 24 years, he was the Associate Conductor and Chorusmaster of the world-renowned Handel + Haydn Society in Boston, having directed many of the Society's performances at New England Conservatory's Jordan Hall and Symphony Hall, including Handel's *Messiah* in 1997 and 2004. Since July 2013, he has performed as principal keyboardist and conductor for the acclaimed Blue Hill Bach Festival in Blue Hill, Maine.

Mr. Finney has been Organist and Director of Music at the Wellesley Hills Congregational Church since 1984. He holds degrees in organ performance from the Oberlin College Conservatory of Music and The Boston Conservatory. He has served on the faculty of The Boston Conservatory and taught for six years at the Academy for Early Music in Bressanone, Italy.

Darryl Hollister, *Associate Conductor and Accompanist*



Darryl Hollister, a native of Michigan, came to the Boston area in 1981 to pursue graduate studies in piano with Patricia Zander at the New England Conservatory of Music. He has served as Associate Conductor and Accompanist for the Heritage Chorale since 1987. Mr. Hollister also serves as assistant conductor and accompanist for Coro Allegro, the Dedham Choral Society, and the Commonwealth School Chorus and Chorale.

The Heritage Chorale was delighted to feature Darryl Hollister as piano soloist in Beethoven's *Fantasia in C minor for Piano, Chorus, and Orchestra* in our 2006–2007 concert season.

Since he has started championing the works of African and African-American composers, Mr. Hollister has performed premieres of works by various leading composers. At the Festival of African and African-American Music in St. Louis in 2000 he premiered *The Spring of Esentre* by Paul Konye. In April 2003 he gave the world premiere of *Three Ivory Magnolia Fantasies* by Gary Nash in a recital at Mississippi Valley State University. In July 2005 he was invited to perform at the New Music Indaba Festival in Grahamstown, South Africa, with soprano Dawn Padmore. In January 2007, Mr. Hollister and Ms. Padmore performed a recital of African piano and vocal music at the Kennedy Center in Washington, D.C.

Mr. Hollister's chamber ensemble Mundial presented its premiere concert for the Wayland Concert Series in November, 2014, performing chamber works of African and African-American composers.