

Music in the Mountains Chorus Charter

ARTICLE 1 NAME AND PURPOSE

Section 1 NAME

The chorus, governed by this Charter and the Rules, is named the "Music in the Mountains Chorus" and hereinafter referred to as the Chorus.

Section 2 PURPOSE

- To provide high-quality choral music concerts as part of MIM
- To perform a range of music including high-caliber chorus masterworks and a cappella pieces
- To provide experienced singers in the community an opportunity to practice, improve and perform together and to get to know one another
- To enhance MIM concert ticket sales through its members

Section 3 CORPORATION

The Chorus is a part of Music in the Mountains, a non-profit corporation. The Chorus will abide by all the rules and regulations of MIM and have a representative on the MIM Board of Directors.

ARTICLE 2 MEMBERSHIP

Section 1 MEMBERSHIP

Application for membership in the Chorus is open to any member of the community regardless of race, age, religion or creed. Members will audition and be assigned by the Choral Director to the appropriate section as a Soprano, Alto, Tenor or Bass depending on the quality and range of their voice. The Choral Director will set audition dates and audition all new applicants for membership.

Section 2 PARTICIPATION GUIDELINES

In addition to passing the audition process, singers are expected to work as team players with the other members of the chorus, adhere to the chorus attendance policies, pay dues as established by the chorus committee and purchase the concert "uniform" as described in the dress code. See Exhibit A for detailed participation guidelines.

Section 3 DUES

Each Chorus member shall pay semi-annual dues. For this purpose, the terms shall begin in September and February of each year.

- Dues are determined by the Chorus Committee.
- The dues, and all other funds paid to the Chorus, will become part of the MIM treasury.
- Financial aid and "scholarships" may be given at the discretion of the President or the Chorus Committee.

Section 4 REHEARSALS

Rehearsals shall be held regularly at a time designated by the Choral Director. The Director may also schedule additional rehearsals when deemed necessary.

Section 5 SUSPEND, DISMISS

Membership of the Chorus will be limited to those endorsing and fostering the objectives of the group. Failure to adhere to attendance policies and/or excessive tardiness will be grounds for termination of membership in the group. Special circumstances may be considered by the Choral Director.

Eligibility to participate in any concert or production may be questioned by the Choral Director in any case where it is felt that a member is jeopardizing the best interest of the Chorus. The final decision as to eligibility will rest with the Director.

Any act, whether of commission or omission, tending to obstruct, subvert or be otherwise injurious to the pursuit of the Chorus objectives may be considered reasonable cause for suspension or dismissal. Any potential or probable suspension or dismissal will be at the discretion of the Choral Director. The Choral Director may require any singer to audition again to determine that the quality of his/her voice has not deteriorated. Failing such an audition is reason for dismissal.

ARTICLE 3 CHORUS COMMITTEE

Section 1 THE COMMITTEE

The Committee shall consist of a president, six (6) section leaders, the "We Care" representative and three (3) representatives at large. The positions of Vice President, Secretary and Treasurer will be filled by committee members.

Section 2 TERM

The President is elected to a two-year term. Each Committee member is elected for a term of one year.

Section 3 TERM LIMITS

The President will not serve more than one consecutive term. Committee members will not serve more than two consecutive terms.

Section 4 ELIGIBILITY

Any candidate for the Presidency or Chorus Committee position shall have been a member in good standing of the Chorus for a minimum of one season (approximately six months) immediately preceding the proposed election.

Section 5 PRESIDENT'S ABSENCE

If the President is absent and thereby unable to fulfill the duties of his/her office, the Vice President will assume the duties of the Presidency. If the absence of the President is determined to be of a permanent nature, the Vice President will become President for the balance of the term.

Section 5 VACANCY OF ANY COMMITTEE MEMBER POSITION

In the event that a committee member cannot complete his/her term, the Choral Director or the President will appoint a replacement.

ARTICLE 4 ELECTIONS

Section 1 REGULAR ELECTIONS

Elections of Committee members will take place during a Chorus rehearsal in the month of November. Participation in the committee and a regular change in membership are encouraged.

Section 2 CONDUCT OF ELECTIONS

The Chorus membership will be asked for nominations (either of themselves or other members) in October. The Chorus Director and President will work together to prepare a recommended slate of Committee members for chorus approval.

ARTICLE 5 THE CHORAL DIRECTOR AND THE COMMITTEE

Section 1 AUTHORITY AND RESPONSIBILITY

The Chorus Committee supports the Choral Director and the operation of the Chorus by managing all administrative matters. The Choral Director is responsible for all musical and personnel matters. The Chorus is a part of MIM and functions as a representative of it. The Choral Director and the Committee have the authority to conduct and regulate the Chorus affairs and business in accordance with the herein stated objectives.

Section 2 REPORTS

The President will render reports relative to the Chorus' activities and make recommendations relative to its function to the Board of Directors of MIM.

ARTICLE 6 ASSETS

Section 1 DESCRIPTION

All cash assets will be placed with MIM. A "chorus fund" will be kept and tracked within the overall MIM budget, which will be made up of funds collected over and above the standard semi-annual dues. The chorus fund is controlled by the Chorus Committee and monitored by a Committee member who agrees to act as treasurer.

ARTICLE 7 LIABILITY

Section 1 INSURANCE COVERAGE

The Choral Director, the Chorus and its Committee Members will be protected by MIM insurance.

Section 2 LIABILITY

The Choral Director, the Chorus and its members will not hold MIM or its Officers, liable for any of the Chorus' or individual Member's actions.

DUTIES OF PRESIDENT

The President represents the Chorus on the MIM BOD and acts as a full, voting member of the board. The President is expected to attend board meetings and functions.

To fulfill this responsibility, the President will maintain open communication lines with the section leaders and chorus and survey the chorus members in order to effectively reflect chorus sentiments.

The President is responsible for the coordination and management of the nonmusical aspects of the chorus, especially the communication of necessary information to and from the Chorus, the Choral Director and the BOD. The President facilitates getting information to the Chorus on important dates, policies, dress code and workshops.

Exhibit B is a Detailed List of Duties of the President.

DUTIES OF THE SECTION LEADERS AND MEMBERS AT LARGE

Section Leaders take attendance and act as the first point of contact for questions, concerns and suggestions from section members. Members at large will fill in for Section Leaders when they are absent and provide additional support to the President when needed.

See Exhibit C for Detailed List of Committee Member Duties

Exhibit A

Chorus Participation Guidelines

Chorus Members are expected to:

- Be team players. The MIM Chorus is about working together to produce exceptional sound and music. Singers are expected to work with and support their fellow chorus members.
- Miss no more than three rehearsals during the Fall “semester” (September through mid-December) and no more than four rehearsals during the Spring/Summer “semester” (February through July 3).
- Attend all dress rehearsals. Absence from a concert dress rehearsal will be grounds for dismissal and the singer will need to re-audition before joining the Chorus again. Requests for exceptions must be reviewed and approved by the Choral Director.
- Perform in all concerts in which we are scheduled to sing. Any singer who misses a concert must re-audition before joining the Chorus again. Requests for exceptions must be reviewed and approved by the Choral Director.
- Participate in all-day chorus workshops as scheduled. (Usually one per semester, on Saturdays.)
- Work on music and learn notes on their own time. Access the Internet to listen to practice recordings, practice websites and YouTube videos of pieces we will sing.
- Access the Internet to regularly check the chorus website for important dates and information. These are also communicated through e-mail. Hard copies of key information will be provided for those who do not have Internet access.
- Be able to stand for the performances.
- Pay the chorus membership fee.
- Purchase the required concert attire. The women’s two-piece outfit is purchased through a single source and the cost is about \$90 (depending on shipping costs). Plus sizes are more. Men’s attire is black tuxedo with white traditional tuxedo shirt. These may sometimes be found in second-hand stores. Both men and women are required to wear specified accessories and footwear. Complete details on attire are available on the Chorus website. Payment plans may be available for special circumstances.
- Support the Music in the Mountains organization in spirit and, whenever possible, through donations and volunteer work. The Chorus is just one part of this large organization, which is successful through the synergistic efforts of everyone involved.

Exhibit B

Duties of the Chorus President

The President keeps members informed by

- Regularly entering and updating information on the chorus website
- Providing hard copies of key information for those who do not have Internet access
- Providing written details when appropriate in the form of handouts and newsletter articles
- Initiating e-mail and call blasts of particularly important information
- Making announcements at rehearsals

The President will also:

- Keep the Choral Director informed of any issues or concerns arising in the chorus that may need addressing
- Schedule, set agenda for and preside over Chorus Committee Meetings
- Liaise with other parts of the MIM organization such as the MIM Alliance, the Executive Director and the Inside Scoop Editor. Provide articles about the chorus for the Inside Scoop when asked.
- Keep track of the chorus budget, collect member dues, coordinate the ordering and sale of concert CDs and DVDs
- Liaise with the “We Care” chairperson to communicate member information and ensure that ample budget is available for cards and flowers.
- Collect annual gifts for the Choral Director and Accompanist. Present these monetary gifts during SummerFest.
- Coordinate the mechanics of the semi-annual chorus workshops, including facility arrangements, budget, guest speaker payments and food.
- Assist the section leaders in use of the website
- Take photos of new members and post them to the website
- Make name tags for new Chorus members and those who have lost theirs
- Coordinate with the MIM office staff to ensure that program rosters are accurate and up-to-date
- Keep track of black concert folders; order new ones when needed
- Keep a key to Peace Lutheran Church and ensure that the facility is locked after rehearsals
- Support fundraising efforts for MIM among chorus members
- Work with the Choral Director to prepare a committee slate for annual election in November
- Plan and coordinate after-concert parties for the chorus
- Coordinate music turn-in process after concerts, with directions from librarian and/or the Choral Director

(The President may appoint members of the Chorus Committee or the chorus at large to assist in this list of duties.)

Exhibit C

Duties of Chorus Committee Members

SECTION LEADERS

- Act as the first point of contact for questions, concerns and suggestions from section members. Communicate these to President and/or Choral Director as appropriate.
- Monitor adherence to concert dress codes. Discuss violations with section member and Choral Director.
- Enter and update section member information on the chorus website
- Maintain a log of attendance for all persons in their section. (Periodically the President will ask for a copy of the attendance log.)
- Contact the President who will advise the Choral Director when any person's absences reach three. The section leader will also need to discuss this attendance issue with the individual chorister. The Choral Director will have the final decision as to whether or not the individual remains in the Chorus.
- Discuss with any Chorus member and the Choral Director a habitual tardiness problem, which may lead to an absence.

ALL COMMITTEE MEMBERS

- Volunteer to help the President with the long list of administrative tasks that are required to support the chorus.
- Help the Choral Director to keep talking to a minimum during rehearsals
- Attend committee meetings when requested
- Be available to assist Chorus members with Chorus related issues/problems. If further chorus information is needed contact the President who will consult with the Choral Director if needed.
- The Member at Large will fill in and take attendance when a section leader is absent.