



Members' Information

The Guelph Concert Band is Guelph's non-profit community band. We are an ensemble comprising 50-60 volunteer musicians of all ages and from all walks of life. We hold three main concerts each season, as well as free summer concerts in Guelph parks and performances at civic functions, such as Remembrance Day and the Scottish Festival.

REHEARSALS

Sunday 7:00 - 9:30 p.m.

Guelph Youth Music Centre, 75 Cardigan St

Schedule: An annual schedule will be distributed in September. Cancellations for rehearsals due to inclement weather will be distributed via e-mail by 4 pm on rehearsal day.

Set up: Rehearsal downbeat is at 7 pm. Help is appreciated with percussion and hall set up starting at 6:30pm. All band members are responsible for chair set up and take down for each rehearsal. Personal music stands should be used, although a few are available at the Music Centre. Borrowed music stands must be returned to their original locations after rehearsal.

Music: Music folders are issued only after membership dues are paid. Each member is responsible for the care of their own folder and music. **Please use only pencil if markings are made on the music.** Folders remain property of the GCB. Folders are collected after each concert to assist with music collection, and will be returned at the following rehearsal. If a rehearsal is to be missed, **please ensure that your complete folder is delivered to your Section Leader (or an attending member)** prior to the rehearsal, to ensure all parts are covered.

MEMBERSHIP

Membership is open to all community musicians and no auditions are held. Current members are encouraged to direct prospective members to the President, or the GCB's information email: info@guelphconcertband.ca.

Annual Dues currently are \$150 per year, payable in full at the beginning of the fall. Payment of dues gives membership privileges, including receiving music and a folder, participation in rehearsals and concerts, voting eligibility and any other activities sponsored by the band. Payment is due by the last rehearsal of September.

Subsidy may be offered to any member experiencing financial hardship. The Board will consider such requests on a case-by-case basis and requests will remain confidential.

Mailing List: The GCB uses an e-mail list to communicate information to all band members. Members are asked to inform the Membership Director about any email address changes.

Rides: Band members requiring a ride please contact the band President, Section Leader, or email info@guelphconcertband.ca.

Attendance: Band members are expected to attend all rehearsals and communicate to their section leader if they will be absent from a rehearsal. If a rehearsal is to be missed, **please ensure that your complete folder is delivered to your Section Leader (or an attending member)** prior to the rehearsal, to ensure all parts are covered.

Password: The password to the member's page on the website is "gcb".

CODE OF CONDUCT

The GCB's Code of Conduct outlines our expectations regarding members' behaviour towards other members, the conductor, and the overall organization.

- The GCB promotes freedom of expression and open communication, but all members are expected to follow our Code of Conduct. They should avoid offending others, participating in serious disputes, and disrupting rehearsals/concerts. Members are also expected to foster a well-organized, respectful and collaborative environment.
- As a volunteer organization, all members are encouraged to bring their energy and skills to support the ongoing operation of the band. All band members will have the opportunity to be a part of the band standing committees and are enthusiastically encouraged to support the work of their fellow band members and promote the activities of the band to the best of their abilities.
- This policy applies to all members of the Guelph Concert Band.

GENERAL CONDUCT

- All members of the Guelph Concert Band shall comport themselves with good manners and in the spirit of good fellowship.
- Our high standards towards making beautiful music will also be reflected in our high standards towards how we treat each other.
- All members should respect their fellow band members. The GCB prohibits any kind of discriminatory behavior, harassment, or bullying. Such actions will not be tolerated and may result in dismissal from the band.

PLAYER ETIQUETTE

Playing in a community band can be a rich and rewarding experience. Making beautiful music together is a shared experience between composer, conductor and musicians. In an effort to cultivate an environment of respect and appreciation for one another we make the following recommendations.

- Please, no side conversations when the conductor is talking.
- We understand that cell phones may be needed for emergency purposes; otherwise, please turn off cell phones during rehearsal.
- If you have a question during rehearsal, please address it to your Section Leader or the Artistic Director at an appropriate time. Avoid calling out during rehearsals.
- Please arrive in sufficient time to be warmed up and ready to tune by 7:00.
- If you must arrive late to a rehearsal or have stepped away from your chair for whatever reason, do not seat yourself while the band is playing; please wait for a break in the music before taking your seat.
- Sectionals are very important to the overall performance of the band. Sectional rehearsals are not optional.
- Never practice someone else's solo or part during rehearsal time.
- When a fellow musician is being corrected by the conductor or is playing a solo, please refrain from turning in your seat to have a look.
- Please refrain from talking while on stage during a concert.
- Please respect the music that is given to you and return it in a timely manner so as not to disrupt the administration of the band. Mark music with PENCIL ONLY. No pen or highlighter.
- Be prepared. You are encouraged to work on your part between rehearsals.
- Don't hesitate to show an appreciation for the playing of others. If you like what you hear, tell them about it. As musicians we concentrate so much on our weaknesses it is nice to be reminded of our strengths.

Remember, we're all here to have fun and to make music. Following these simple recommendations will help ensure everyone gets the enjoyment out of every rehearsal.

COMPLAINT PROCEDURE

All members have the right to expect a safe environment that allows and encourages open and honest dialogue. If you believe that the GCB Code of Conduct has been violated or have witnessed actions unbecoming of a member, please report this to any member of the board, in person or through the board email: board@guelphconcertband.ca . If you are uncomfortable approaching a board member, you are encouraged to reach out to another member who can approach the board on your behalf (for example your section leader). The board will review the complaint and your complaint will remain confidential. If the board finds the member's actions are in violation of this policy, they will take appropriate action, up to and including termination of membership.

BAND MANAGEMENT

The Guelph Concert Band is managed by its members on a volunteer basis. Band members have many opportunities for involvement in the management of the Band's operations. Everyone is encouraged to share their enthusiasm, expertise and skills in ways that will help make the GCB the best it can be.

Board of Directors: Some administrative tasks are undertaken by the elected Board of Directors. Each board member is elected at the Annual General Meeting for a one-year term. The Board is made up of the following positions: President, Vice-President, Treasurer, Secretary, Directors (3), Conductor (*ex officio*), and Past-President (*ex officio*).

Committees: Various other committees, comprised of band members, assist the Board with Band operations. These include: Library, Membership, Repertoire, Concert Management, Social, Equipment, Fundraising, Publicity, and Sponsorship. Each committee reports to the Board of Directors.

Section Leaders: The GCB is divided into the following sections: Flute/Oboe/Bassoon, Clarinet, Saxophone, French Horn, Trumpet, Trombone, Euphonium, Tuba, and Percussion. Section Leaders are asked to provide their section members with a means of contacting them outside of rehearsal (e-mail or phone).

A Section Leader is responsible for all concerns pertaining to the section. These include, but are not limited to: playing techniques, intonation and part interpretation, reporting to the conductor any projected absences for relevant rehearsals and concerts, scheduling additional informal sectionals if needed, and ensuring each member in their section has music.

CONCERTS

Concert and Rehearsal Schedule: Concert and rehearsal schedules will be provided to all band members at the start of each year. **Cancellations** for outdoor, summer concerts will be distributed via e-mail by 4 pm on concert day.

Concert Attendance: If you are unable to perform a scheduled concert, please inform your Section Leader as early as possible. This allows for additional players to be brought in to cover missing parts.

Concert Dress:

➤ **Fall-Winter-Spring Concerts:**

All black (tops, bottoms, and shoes), **OR** black jacket, white shirt/blouse, black bottoms, and black shoes. Men will wear a long black tie and black socks. Alterations to this code are sometimes made to incorporate the theme of a concert (ie. costume related to concert theme, Christmas tie, etc.)

➤ **Summer Concerts:**

White golf shirt or t-shirt with black bottoms.

Concert Programs: Our concert programs are chosen by the conductor and the repertoire committee. Band members are invited to suggest repertoire for consideration to the repertoire committee (info@guelphconcertband.ca) at any time.