

**B A N G O R A R E A**

**Children's Choir**

**Treble Choir  
&  
Youth Chorale**

**HANDBOOK**

**2009 / 2010**

B A N G O R A R E A

# Children's Choir

## Treble Choir & Youth Chorale

Steven Weston, Director – 3 Allen Street, Bangor, ME 04401 | (207) 992-7472  
David Casavant, Treasurer – PO Box 2732, Bangor, ME 04402-2732 | 207-862-5184

The Bangor Area Children's Choir, formerly known as Heritage Singers, was organized in 1992 by Jean Sigler and Michele Hall to be the featured entertainment at the Re-union of the Fifth Armored Division, U.S. Army, held at the Bangor Civic Center in 1995. From 1992 to 1995, under the sponsorship of Mr. Galen Cole, the Singers became established as a viable children's performing group.

From 1995 to the present, BACC has been an independently operated, non-profit organization. It exists on public support, contributions from area businesses and fundraisers. Area music educators play a pivotal role in BACC's continuing success by encouraging the participation of their student choristers. The Bangor Area Children's Choir is a two-choir organization. The **Treble Choir** is a training choir comprised of singers ages 9 – 16. The **Youth Chorale**, ages 12 – 18, is auditioned from treble singers with at least two years of experience in the Treble Choir, changed male voices, or at the discretion of the director.

BACC follows the organizational guidelines of most established children's choirs. It is not affiliated with any church, public or private school.

Goals of the BACC include provision of enriching choral experiences and a commitment to challenging choral repertoire for those especially talented young people who meet audition requirements.

It accepts into its membership qualified candidates regardless of race, creed, national origin or religious persuasion and its repertoire often reflects that cultural diversity.

# The Eighteenth Season Begins!

Dear Parent/Guardian,

Please keep in mind that BACC depends not only upon your talented child, but equally on your active support and commitment to this program.

If your singer is to enjoy the many individual and group benefits of BACC, he or she must fulfill the commitment that you made when you signed the Chorister Agreement. Please refer to pages 3 - 6, which are samples of our agreement and should remain in the handbook. In order to maintain the standard of excellence set by previous choirs, please add our concert schedule to your family calendar and help your child avoid conflicts.

If unavoidable serious conflicts arise, communication is the key!! Call me immediately. Almost anything can be worked out if we communicate. However, please do not knowingly allow other activities to interfere with your child's participation in the Bangor Area Children's Choir.

I hope you all had a wonderful summer (after the rain), and I look forward to meeting and working with everyone over this coming season. If you have any questions or concerns, please call me!

Sincerely,

Steven Weston, Director  
992-7472

**Watch for our redesigned website:  
[www.bangorareachildrenschoir.com](http://www.bangorareachildrenschoir.com)**

The web site and email will be our best way of communicating with everyone in a quick and efficient manner. The latest news, updates, performances, fundraising information and more can be found online. If web access is not available in your home, please let us know so we can arrange phone or postal communications with you.

**CHORISTER AGREEMENT – TREBLE CHOIR**  
**[COPY ONLY – PLEASE KEEP IN HANDBOOK]**

Chorister's Name \_\_\_\_\_ Age \_\_\_\_\_ Grade \_\_\_\_\_

School \_\_\_\_\_ Date of Birth \_\_\_\_\_

Parents/Guardians \_\_\_\_\_  
(Please list all Parent/Guardian names who would receive mailings)

Mailing Address \_\_\_\_\_

Home Phone \_\_\_\_\_ Work Phone \_\_\_\_\_

E-Mail Address \_\_\_\_\_

I understand that a non-refundable tuition of \$220 is required and payable in two (2) \$110 installments:

The Fall installment is due in full by Tuesday, October 06, 2009.

The Winter installment is due in full by Tuesday, January 19, 2010.

Full refunds will be granted for withdrawals occurring prior to one week after the payment due date. Participation beyond that date renders payment due in full.

**PLEASE NOTE: Failure to pay tuition by the due dates could result in dismissal from the Choir.**

A fee of \$3.00 will be assessed for each piece of music that is not returned.

A fee of \$10.00 will be assessed if the choral folder is not returned.

I shall provide the proper concert attire for my chorister enrolled in the **TREBLE CHOIR**. I understand that items ordered for my chorister by BACC must be paid in full before they will be distributed. (Parents will be made aware of the cost as soon as we know and contacted when the uniform shipment arrives.)

The repertoire of the Choir is chosen at the sole discretion of the director and may include the music of diverse cultures and traditions and I agree that my chorister may sing the entire repertoire.

The Choir accepts into its ranks qualified candidates regardless of national origin, creed or religious persuasion.

All members of the Choir are obligated to sing in all performances for the entire concert season unless specifically excused by the director. Unnecessary absences from either rehearsals or performances may result in my chorister being dismissed from the Choir.

The Bangor Area Children's Choir is a non-profit choir organized for the growth and enrichment of the young people of the Greater Bangor Area. It is not affiliated with public schools or any church.

*[Continued on Back]*

## CHORISTER AGREEMENT – TREBLE CHOIR

[Continued – Page 2 of 2]

### TRANSPORTATION

I agree to provide or arrange transportation for my chorister to **ALL** rehearsals and concerts except in the event of serious conflict, in which case I shall notify the director before the scheduled event. BACC may arrange for transportation to and/or between certain choir events. By signing below, I give permission for BACC to transport my chorister as it deems necessary. Even by granting such permission, I retain the right to provide or make independent arrangements for my chorister.

### RELEASES AND INDEMNIFICATIONS

I understand that there are times when my chorister's name, photograph, or likeness may appear in newspapers and on TV in relation to his/her participation in BACC. By signing below, I grant BACC permission to use the chorister's image, photograph, voice and features in this form of public domain or on the internet for advertisement, public announcement, or any other purpose deemed fit by the organization. BACC will not be responsible for the appearance of the chorister's name in a media over which the organization exercises no control.

I agree to fully indemnify, release and hold harmless BACC and its officers, directors, employees, agents, chaperones and volunteers (collectively "BACC") for monetary damages and from any and all liability and acts of negligence in connection with any injuries, damages or harm which may be suffered by my chorister relating to any of BACC's rehearsals, performances, trips and all of its related activities.

I understand that BACC will provide adult supervision and/or chaperones at all rehearsals, performances, trips and related activities. Nonetheless, I recognize and accept that accidents, including personal injuries, can occur, despite the best efforts to avoid them.

I have read the above terms, releases and indemnifications, fully understand them, and sign this Agreement, personally and on behalf of my chorister, as my own free act and deed.

---

Parent/Guardian

---

Date

Please **CLEARLY PRINT** your chorister's name exactly as you would like it to be printed on concert programs.

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**CHORISTER AGREEMENT - YOUTH CHORALE**  
**[COPY ONLY – PLEASE KEEP IN HANDBOOK]**

Chorister's Name \_\_\_\_\_ Age \_\_\_\_\_ Grade \_\_\_\_\_

School \_\_\_\_\_ Date of Birth \_\_\_\_\_

Parents/Guardians \_\_\_\_\_  
(Please list all Parent/Guardian names who would receive mailings)

Mailing Address \_\_\_\_\_  
\_\_\_\_\_

Home Phone \_\_\_\_\_ Work Phone \_\_\_\_\_

E-Mail Address \_\_\_\_\_

I understand that a non-refundable tuition of \$270 is required and payable in two (2) \$135 installments:

The Fall installment is due in full by Tuesday, October 06, 2009.  
The Winter installment is due in full by Tuesday, January 19, 2010.

Full refunds will be granted for withdrawals occurring one week after the payment due date. Participation beyond that date renders payment due in full.

**Please note: Failure to pay tuition by the due dates could result in dismissal from the Chorale**

A fee of \$3.00 will be assessed for each piece of music that is not returned.  
A fee of \$10.00 will be assessed if the choral folder is not returned.

I shall provide the proper concert attire for my chorister enrolled in the **YOUTH CHORALE**. I understand that items ordered for my chorister by BACC must be paid in full before they will be distributed. (Parents will be made aware of the cost as soon as we know and contacted when the uniform shipment arrives.)

The repertoire of the chorale is chosen at the sole discretion of the director and may include the music of diverse cultures and traditions and I agree that my chorister may sing the entire repertoire.

The chorale accepts into its ranks qualified candidates regardless of national origin, creed or religious persuasion.

All members of the chorale are obligated to sing in all performances for the entire concert season unless specifically excused by the director. Unnecessary absences from either rehearsals or performances may result in my chorister being dismissed from the chorale.

The Bangor Area Children's Choir is a non-profit choir organized for the growth and enrichment of the young people of the Greater Bangor Area. It is not affiliated with public schools or any church.

*[Continued on Back]*

## CHORISTER AGREEMENT – YOUTH CHORALE

[Continued – Page 2 of 2]

### TRANSPORTATION

I agree to provide or arrange transportation for my chorister to **ALL** rehearsals and concerts except in the event of serious conflict, in which case I shall notify the director before the scheduled event. BACC may arrange for transportation to and/or between certain choir events. By signing below, I give permission for BACC to transport my chorister as it deems necessary. Even by granting such permission, I retain the right to provide or make independent arrangements for my chorister.

### RELEASES AND INDEMNIFICATIONS

I understand that there are times when my chorister's name, photograph, or likeness may appear in newspapers and on TV in relation to his/her participation in BACC. By signing below, I grant BACC the permission to use the chorister's image, photograph, voice and features in this form of public domain or on the internet for advertisement, public announcement, or any other purpose deemed fit by the organization. BACC will not be responsible for the appearance of the chorister's name in a media over which the organization exercises no control.

I agree to fully indemnify, release and hold harmless BACC and its officers, directors, employees, agents, chaperones and volunteers (collectively "BACC") for monetary damages and from any and all liability and acts of negligence in connection with any injuries, damages or harm which may be suffered by my chorister relating to any of BACC's rehearsals, performances, trips and all of its related activities.

I understand that BACC will provide adult supervision and/or chaperones at all rehearsals, performances, trips and related activities. Nonetheless, I recognize and accept that accidents, including personal injuries, can occur, despite the best efforts to avoid them.

I have read the above terms, releases and indemnifications, fully understand them, and sign this Agreement, personally and on behalf of my chorister, as my own free act and deed.

---

Parent/Guardian

---

Date

Please **CLEARLY PRINT** your chorister's name exactly as you would like it to be printed on concert programs.

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## CONCERT DRESS

### TREBLE CHOIR

#### **GIRLS:**

To be provided by parents:

**Black Tights** . . . no opaques or nylons

**Black Dress Shoes** . . . Flat Heels

**Black Dress Skirt or Black Slacks** to be approved by the Music Director not less than three (3) weeks prior to the first concert.

**Hair**...All hair must be worn either up or behind the shoulders for performance.

A white Oxford shirt will be purchased by BACC for your child. Arrangements will be handled by the Board of Directors. As we are still contacting vendors, when the amount due is known, parents will be contacted and a date for payment will be established. Checks should be made payable to **BACC**. Uniforms will **not** be distributed until payment is received.

BACC will furnish:

Cummerbunds and other selected accessories.

#### **BOYS:**

To be provided by parents:

Long Sleeved, Pure **White**, Button-Down Collar Shirt

Black Dress Pants (No jeans or corduroys)

Black Socks and Shoes (No sneakers)

BACC will furnish:

Other selected accessories.

### YOUTH CHORALE

#### **GIRLS:**

To be provided by parents:

Concert Dress will be procured by BACC for your child. Measurements have or will soon be taken. Arrangements for a place to purchase the dress will be handled by the Board of Directors. The cost is still to be determined, however in the past has been between \$65 - \$80 per supplier's pricing. We are also in the process of contacting parents whose uniform no longer fits their child or are no longer with BACC to see if they wish to sell theirs at a reduced cost.

Checks should be made payable to **BACC**. Dresses will **not** be distributed until payment is received.

**Black Nylons and Black Shoes** (low heel)

**Hair**...All hair must be worn either up or behind the shoulders for performance.

#### **BOYS, YOUTH CHORALE:**

To be provided by parents:

Black Dress Pants, White Long Sleeve, Banded Collar Tuxedo Shirt with Black Studs, Black Shoes and Socks. Tuxedo shirt can be purchased at Strictly Formal.

BACC will furnish:

Cummerbunds and ties.

# Guidelines for Singers and Parents

## Eligibility

A Treble Choir Member must be no younger than nine (9) years old by December 1, 2009 and no older than sixteen (16) as of October 1, 2009, will sing in the treble voice range and will audition for the Treble Choir. All BACC members are strongly encouraged to sing in their school chorus or church choir.

Members of the Youth Chorale will be no younger than twelve (12) and no older than eighteen (18) years of age as of October 1, 2009 and will have at least two (2) years of experience in the Treble Choir.

## Attendance

1. Rehearsals are every Tuesday except during regularly scheduled school vacations (December, February and April) at Redeemer Lutheran Church, Essex Street, Bangor. BACC **does** hold rehearsals during public school in-service days and Parent/Teacher conferences.
2. Please be advised that if a rehearsal is canceled for any reason, you will be notified by phone before 1:00 PM. **Rehearsals are not automatically canceled on school snow days.**
3. The Treble Choir rehearses from 4:00 – 5:00 PM and the Youth Chorale from 5:15 – 7:00 PM. Singers are strongly encouraged to arrive 10 minutes early in order for rehearsals to begin on time.
4. Illness that prevents school attendance or a real family emergency are acceptable excuses for being absent. **Should this occur or should you have other unavoidable conflicts, please call Steven Weston as soon as possible and leave a message.** Unnecessary or unexcused absences may result in the student being removed from BACC.
5. In order to participate in a concert, a student must attend the final rehearsal unless there are extenuating circumstances pre-approved by the director.
6. **Concert attendance for the entire season is mandatory.** If a serious, unavoidable conflict should arise, contact the director immediately. **The director's decision regarding absences and continued membership is final.**

## Rehearsal Procedures

1. **Members will not bring food or drink to the rehearsal area.** Space is donated to BACC and we must treat it with respect.
2. All outer clothing (coats, boots, etc.) will be left in the entry to the church. Choristers should bring an extra pair of shoes, slippers or heavy socks to wear in the rehearsal area.
3. Rehearsals begin promptly at 4:00 PM (Treble Choir) and 5:15 PM (Youth Chorale). Members are expected to be on time.
4. Members are expected to exhibit good manners and consideration of other singers and adults at all times.
5. Should any negative attitude or behavior ("know it all" attitude, rudeness, failure to follow directions or inattentiveness, etc.) hinder or detract from the natural progress and positive environment of the rehearsal, parents will be notified.

## Note from the Board

The Bangor Area Children's Choir (BACC) endeavors to provide a safe and healthy environment in which to experience the joys of singing. Accordingly, BACC has adopted a Volunteer Policy to assure that both the choristers and our hard-working group of parent volunteers are protected from any concerns over propriety or unhealthy situations.

### FINANCES

**Treble Choir Tuition** is \$220 per year, payable in two installments of \$110 each. The first installment is due by October 6, 2009 and the second is due by January 19, 2010.

**Youth Chorale Tuition** is \$270 per year, payable in two installments of \$135 each. The first installment is due by October 6, 2009 and the second is due by January 19, 2010.

As a non-profit organization, BACC counts on tuition income. Timely payments are most appreciated. All money is non-refundable and is used toward the expenses of BACC. Checks should be made payable to the Bangor Area Children's Choir and mailed to:

David Casavant, Treasurer  
PO Box 2732  
Bangor, ME 04402-2732

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In an effort to provide all children the opportunity to participate in the Bangor Area Children's Choir, financial assistance may be available through BACC Scholarship Funds. Requests for an application form should be made through Steven Weston. The completed application form should be mailed to BACC's Treasurer David Casavant at the above address. Forms must be received or postmarked no later than October 13, 2009 for the Fall Semester and January 5, 2010 for the Spring Semester. A decision on scholarship requests will be made no later than the October 19 meeting of the BACC Board of Directors for fall semester scholarships and no later than the January 11 meeting for spring semester scholarships.

The music used by your child is the property of BACC and is expensive!! Therefore, each Chorister will be assessed \$3.00 for each piece of music and \$10.00 for each choral folder not returned.

### BACC Board of Directors

**Musical Director** - Steven Weston  
**Chair** - Kim Harris  
**Vice-Chair** - Liz Grandmaison  
**Recording Secretary** - Sherrie Barrows  
**Corresponding Secretary** - Jim Paton  
**Treasurer** - David Casavant

**Board Members** - Cheryl Dubois  
Holly Hatch  
Amy Maier

**BYLAWS**  
**BANGOR AREA CHILDREN'S CHOIR**  
**REVISED JUNE 8, 2009**

**Article 1: Name**

The name of this organization shall be the **Bangor Area Children's Choir** and will consist of two choirs, a Treble Choir and a Youth Chorale.

**Article 2: Purpose**

The purpose of the Bangor Area Children's Choir is to provide, through a Children's Choir and Youth Chorale, musical experiences for the young people of the Greater Bangor area. This shall be accomplished with a commitment to challenging choral repertoire and exciting performance venues for those specially talented young people who meet audition requirements. BACC accepts into its membership qualified candidates regardless of race, creed, national origin or religious persuasion, and its repertoire often reflects that cultural diversity.

**Article 3: Officers, Executive Committee, and Board of Directors**

**Sec. 1** Elected officers of the BACC Board of Directors shall be Chairperson, Vice-Chairperson, Recording Secretary, Corresponding Secretary and Treasurer.

**Sec. 2** Executive Committee members shall be Chairperson, Vice-Chairperson, Recording Secretary, Corresponding Secretary, Treasurer, and Music Director(s). The Board of BACC shall consist of the Executive Committee and not less than two (2) and no more than nine (9) members at large.

**Sec. 3** The Board of Directors shall meet monthly from September to June and as necessary. Members of the Board of Directors shall be expected to attend monthly meetings and actively participate in BACC events. It is anticipated that Board Members will miss no more than two (2) monthly meetings.

**Article 4: Nominations and Elections**

**Sec. 1** The Nominating Committee shall be appointed by the Board.

**Sec. 2** Officers and Board members shall be elected at the Annual Meeting. Any vacant position may be filled by majority vote of the Board at any Board meeting. Term of Office is one year and is renewable.

**Sec. 3** A majority of votes cast shall be considered an election.

**Article 5: Duties of Officers**

**Sec. 1 Chairperson**

The Chairperson shall be the executive officer of the Board and direct the affairs of the BACC Board. The Chair shall preside at all meetings of the Board.

**Sec. 2 Vice-Chair**

The Vice Chair will oversee fundraising and may develop subcommittees to assist as necessary to carry out the duties of the office. The Vice Chair shall preside at Board meetings if the Chair is unable to attend.

**Article 5: Duties of Officers** (Continued)

**Sec. 3 Treasurer**

The Treasurer shall be the principal accounting and financial officer of the board and shall have charge and custody of all funds and securities of the Board. The Treasurer shall deposit all funds and manage the expenses of the Board.

**Sec. 4 Recording Secretary**

The Recording Secretary shall keep minutes of the Board meetings and shall see that notices of meetings are duly given. The Secretary shall keep a record of the BACC Board and their addresses.

**Sec. 5 Corresponding Secretary**

The Corresponding Secretary will be responsible for all correspondence to businesses and individuals alike as deemed necessary by the Board.

**Sec. 6 Music Director: BACC Youth Chorale**

The Music Director of the Chorale shall have control over the selection of the musical repertoire and have artistic control over the Chorale. One person may serve as Musical Director for the Bangor Area Children's Choir.

**Sec. 7 Music Director: BACC Treble Choir**

The Music Director of the Choir shall have control over the selection of the musical repertoire and have artistic control over the Choir. One person may serve as Musical Director for the Bangor Area Children's Choir.

**Article 6: Quorum**

A quorum shall be one (1) person more than 50% of the current number of Board members and never less than five (5).

**Article 7: Parent Meetings**

Two (2) parent meetings may be held yearly, at the discretion of the Board; one in the Fall and one in the Spring before the Annual Meeting of the Board.

**Article 8: Annual Meeting**

The Annual Meeting shall be the next regularly scheduled meeting after the Spring Parents Meeting. The Nominating Committee shall present its slate and the Board shall be duly elected. The Treasurer shall present an annual financial report.

**Article 9: Fiscal Year**

The fiscal year shall run from the first day of July to the last day of June of each calendar year.

**Article 10: Rules of Procedure**

The Board shall conduct itself under Robert's Rules of Order.

**Article 11: Amendments**

These bylaws may be altered, amended, or appealed and new bylaws adopted by a majority vote of the voting members present at a scheduled Board Meeting, provided that written notice shall have been provided 14 days prior to such meeting.

## BACC 2009-2010 SEASON EVENTS

A calendar in hand will be helpful as you review the attached 2009-2010 schedule. Please contact Steven Weston immediately if you see any conflict for your chorister. Details for dates and locations have been confirmed but could change due to unforeseen circumstances. Any new invitations will be accepted only if the majority of the choristers can participate.

**We strongly encourage you to check out website frequently as necessary changes, additions and updates to this schedule will be posted there.**

### FALL, 2009

|                               |                |                                                                                                |                                            |
|-------------------------------|----------------|------------------------------------------------------------------------------------------------|--------------------------------------------|
| September 16-17<br>Wed – Thur | 3:00-5:00 p.m. | New member auditions, incl. changed voices.<br>Redeemer Lutheran Church                        |                                            |
| September 22<br>Tuesday       | 4:00-7:00 p.m. | First rehearsal for Choir members<br>Redeemer Lutheran Church                                  | Treble Choir<br>Youth Chorale              |
| September 29<br>Tuesday       | 5:15-5:45 p.m. | Annual Fall Parent Meeting                                                                     |                                            |
| October 20<br>Tuesday         | 5:00-8:00 p.m. | <b>“The Rehearsal Dinner”</b> Youth Chorale families potluck event<br>Redeemer Lutheran Church | Youth Chorale                              |
| October 27<br>Tuesday         | 4:00-7:00 p.m. | <b>“The Rehearsal Dinner”</b> Treble Choir families potluck event<br>Redeemer Lutheran Church  | Treble Choir                               |
| December 2 or 4<br>Wed or Fri | Times TBA      | Possible run-out concerts for community awareness in the works                                 |                                            |
| December 8<br>Tuesday         | 4:00-7:00 p.m. | Last Choir & Chorale rehearsal before vacation<br>Redeemer Lutheran Church                     | Treble Choir<br>Youth Chorale              |
| December 17-18                | Times TBA      | Nutcracker rehearsals<br>With Bangor Symphony Orchestra                                        | Youth Chorale<br><b>Treble voices only</b> |
| December 19-20<br>Sat - Sun   | Times TBA      | Nutcracker performances<br>With Bangor Symphony Orchestra                                      | Youth Chorale<br><b>Treble voices only</b> |

Spring Events are Shown on the Next Page

# SPRING, 2010

|                        |                |                                                                 |                               |
|------------------------|----------------|-----------------------------------------------------------------|-------------------------------|
| January 5<br>Tuesday   | 4:00-7:00 p.m. | Rehearsals resume<br>Redeemer Lutheran Church                   | Treble Choir<br>Youth Chorale |
| January 14<br>Thursday | 3:00-5:00 p.m. | Winter Auditions<br>Redeemer Lutheran Church                    |                               |
| January 31<br>Sunday   | 3:00 p.m.      | Winter Concert<br>Columbia Street Baptist Church                | Treble Choir<br>Youth Chorale |
| February 16<br>Tuesday |                | <b><i>No Rehearsal: School Vacation</i></b>                     | Treble Choir<br>Youth Chorale |
| February &<br>March    | Times TBA      | Possible run-out concerts in the works.<br>More detail to come. |                               |
| April 9<br>Friday      | All Day        | Area School Assemblies                                          | Treble Choir<br>Youth Chorale |
| April 11<br>Sunday     | 3:00 p.m.      | Spring Concert<br>Columbia Street Baptist Church                | Treble Choir<br>Youth Chorale |