



2022-2023 SINGER'S HANDBOOK

Table of Contents

A. WELCOME!	
B. LOGISTICS	2-3
a. Statement of COVID mitigations	
b. Rehearsal and Performance Venue	
c. Rehearsal Room Location	
d. Accommodations for Physical Challenges	
e. Rehearsal and Concert Schedule	
C. FINANCIAL NUTS & BOLTS	4-5
a. Singer's Dues and Costs	
b. Ticket Sales	
c. Entrance into the Cross Creek Chorale	
D. RESPONSIBILITIES	5-6
a. Members	
b. Section Leaders	
c. Assistant Director	
d. Collaborative Pianist	
e. Artistic Director	
f. CCA Board	
F. ATTENDANCE	6
G. REHEARSALS	7
H. CONCERT ETIQUETTE	7
I. PERFORMANCE ATTIRE	8
J. 2022-2023 HANDBOOK AGREEMENT	9

~ WELCOME! ~

Congratulations on choosing the Cumberland Choral Arts (CCA) organization and family! We enthusiastically welcome singers from throughout the Sandhills area and look forward to adding your voice! While CCA is a non-auditioned ensemble, it includes many experienced singers. We embrace an enjoyable social experience for our membership, yet maintain a serious approach with regard to musical standards and commitment.

~ LOGISTICS ~

STATEMENT ON COVID MITIGATIONS

Just two years ago, we remember putting forth our plans for the “The Road Home” season. From Zoom rehearsals to virtual choir presentations, we geared up to move forward as safely and effectively as possible. We were knowledgeable but had questions. We were confident, but willing and prepared to adapt. Now, we can reflect on this remarkable journey back! We stayed true to a “safety first” strategy, remained resilient, and succeeded in our resilience through a memorable, maskless final performance at the Orangery at the Botanical Gardens. We are in a much different place with COVID-19 and will continue to evolve with the endemic nature of the virus. We will adopt the policies of the venues where we rehearse and perform for our concert season.

Given the current climate, the CCA will take what steps we can to keep people safe. We will continue to follow the lead of national aerosol studies, NAFME, ACDA, and the CDC, implement social distancing as related to our local infection rate, and hold the wellness of our members above any other concern. Any members who feel more comfortable wearing a mask are more than welcomed and encouraged to do so, vaccinated or not. We can connect members to vendors who sell masks for singing rather than standard masks, which people may find easier to use should they want to wear one.

However, nothing is 100%. COVID is an airborne virus and singing is an activity that places breath under particular effort. There will always be a chance for transmission; unvaccinated or vaccinated. Should a member contract the virus, vaccinated or not, the CCA will follow protocols set by the CDC with regard to isolation and quarantine. By joining the group, each singer independently accepts this risk and holds the CCA harmless by their participation.

REHEARSAL VENUE

While the CCA carries no church affiliation, we are grateful to Holy Trinity Episcopal Church, located at 1601 Raeford Rd, Fayetteville, NC 28305, to host our rehearsals. The church is located in the historic Haymount area of Fayetteville. There is secure parking in the church lots located on the Raeford Rd. and Devane St. sides of the church. Please check directions prior to the first rehearsal.

REHEARSAL ROOM LOCATION

All full rehearsals will take place in the Sanctuary of the church, with sectionals occurring in the Parish Hall and/or Music room. Information about any changes will be provided through email, the Band app, and our webpage.

ACCOMMODATIONS FOR PHYSICAL CHALLENGES

During rehearsals and performances, chairs or stools can be made available (with ample notice) for singers who have challenges standing for any length of time. Singers should discuss their needs with their section leader, a board member, or the director and appropriate permissions or arrangements will be made.

REHEARSAL & CONCERT SCHEDULE – 2022/2023

All regular rehearsals are at Holy Trinity Episcopal Church on Monday evenings with CCA: 6:45-8:30 pm, and CCC: 8:30-9:15 pm.

Saturday, October 15, 2022 - "The Sacred Veil"

Holy Trinity Episcopal Church - 7:30 PM

Paul Kirkpatrick, Cello

This concert will be preceded in the afternoon with a "community wellness fair" (formal name TBD) at Holy Trinity with wellness organizations and cancer support organizations offering information, a blood drive, and other events. Whitacre composed *The Sacred Veil* with his friend and frequent collaborator Charles Anthony Silvestri, who wrote the lyrics, which revolve around the death from cancer of his late wife, Julia Lawrence Silvestri. *The Sacred Veil* is an intensely personal, deeply moving work of art. The lyrics focus on the private story of Julia's passing, told from the perspective of her husband, Charles. A simple concept intellectually, but packed with mystery and complexity as a lived experience.

Saturday, December 10, 2022 - Messiah (Part the First)

Berean Baptist Church - 7:30 PM

517 Glensford Dr, Fayetteville, NC 28314

With the Fayetteville Symphony Orchestra

Kick off your holiday season with this annual Fayetteville tradition attracting hundreds! This "Gift to the Community" is a partnership with the Fayetteville Symphony Orchestra. Typically, we invite anyone who has sung this piece to join us from the audience or attend rehearsals and stand with the choir! The performance is what is typically known as the "Christmas portion" of the work, ending with the famous "Hallelujah Chorus!"

Friday, March 24, 2023 - "Got Ear Candy?"

Jack Britt High School - 7:30 PM

7403 Rockfish Rd, Fayetteville, NC 28306

Featuring the Jack Britt High School Chorus

Ask any choir member why they sing in a choir and two answers always emerge: the love for singing with others and to sing glorious harmonies. We call it "ear candy!" These pieces represent a representative sample of music members of the choir who love to sing! Please sit back and relax with the candy "we" prefer to snack upon!

Saturday, May 20, 2023 - "The World Beloved: A Bluegrass Mass"

Haymount United Methodist Church New Life Center - 7:30 PM

1700 Fort Bragg Rd, Fayetteville, NC 28303

The classical-based Mass joins together with the down-home sparkle of bluegrass to create a work that is unique in scope, and a beautiful union of seemingly disparate musical traditions. We hope that listeners coming from one tradition—classical or bluegrass—and perhaps dubious about the other, might discover something new and wonderful in the combination! We will also feature other choral works representing folk music from our American roots.

~ FINANCIAL NUTS & BOLTS ~

The CCA is an independent, not-for-profit organization with federal 501(c)(3) status. Our costs for each concert semester – fall and spring – are in the tens of thousands of dollars, which we, as chorus members, must generate in order to sustain the chorus. This total includes building rental, professional fees for music personnel (our professional musicians, including orchestra), printing, building, and orchestra-score rental, etc. While we work hard to advertise our performances so that outside ticket sales, plus a limited amount of grant funding and our fundraising activities will assist us in meeting our budget, the primary responsibility for generating revenue rests with chorus members. Because we are an independent chorus without any organizational subsidy, our tickets are comparable in price to other similar, self-supporting ensembles. **We ask members to accept a larger part in their roles as singing members by;**

- Purchasing and/or promoting the sale of concert patronages, which offers recognition in the program. This is an excellent way to support the chorus.
- Purchasing and/or selling program ads – either business or personal
- Supporting any fundraisers.

TICKET SALES

In general, members are not able to receive complimentary tickets for concerts due to each concert being a “fundraiser.” Concert tickets may be purchased in the following ways:

- Online, at the door, by check, cash, and credit cards;
- Student tickets are \$5;
- Children 5 and under are free;
- All tickets are general admission.

Tickets ordered online will be held at the door; there will be no mailed tickets. Further information about ticket sales will be provided closer to the time of our concerts.

SINGER’S DUES AND COSTS

Following are the costs of participating in the chorus.

- Dues are paid upon registration and can be paid online, or in-person by credit card, check, or cash.
 - CCA: \$100.00 per season, or by paying \$50 to start with the balance paid no later than the end of January.
 - Cross Creek Chorale (CCC) dues are \$125. CCC members can pay \$65 to start with the balance paid no later than the end of January.
 - If you are experiencing financial hardship, please contact the President of CCA who is authorized on behalf of the board to make financial accommodations for members.
 - Music cannot be received until this process has begun.
- All high school and college students’ dues are waived.
- There are no costs for children who join the Campbellton Youth Chorus (CYC). Please contact their Artistic Director, Sarah Szopinski for their handbook.
- Dues include individual singers’ scores. This is either copyright-free or purchased music so we are covered under copyright law. In some cases, we will have borrowed or photocopied material while we wait on original copies.
- Each singer will need to purchase their own casual/concert attire (see section “Performance Attire”)

ENTRANCE INTO THE CROSS CREEK CHORALE (CCC)

The Cross Creek Chorale is a select, auditioned ensemble for those singers looking for an advanced choral experience. To the degree possible, this ensemble will be a balanced ensemble of SATB singers. Membership in the CCA is required in order to audition and participate. When spaces open, members of CCA will be notified a space is available. Members must be able to:

- learn music independently, often with quick deadlines
- prepare two songs of contrasting styles and one must be memorized
- a selection from Musical Theatre is acceptable
- demonstrate basic pitch and rhythmic sight-reading ability

For more information, please contact the Artistic Director.

~ RESPONSIBILITIES ~

MEMBERSHIP

- Pay your dues on time
- Prepare your music for performance as instructed by the artistic director
- Follow attendance guidelines
- Follow the concert dress code
- In advance, discuss excessive unavoidable absences with your section leader, which may include input from the artistic director
- If asked, please help with ticket and season ticket sales
- Publicize all performances on your personal social media, including CCA-sponsored events.
- ALWAYS recruit new singers!
- Membership release: Unfortunately, it may be necessary to ask a member to leave due to multiple, non-communicated absences, or not meeting the responsibilities as outlined. If a member is released
 - CCA Board will be notified of the release
 - The Artistic Director will notify the member.

SECTION LEADERS

- Take attendance at each rehearsal
- Keep an up-to-date roster, including phone numbers and email addresses
- Maintain contact with singers who are absent
- Notify the Artistic Director by the Sunday before rehearsal of attendance issues
- Help with distribution of music, if needed.
- Monitor adherence to dress code and connect concerns to the AD or President

THE ASSISTANT DIRECTOR

- Sing in the choir
- Assist with sectionals
- Possibly assist with voice placements
- Conduct pieces as asked by the Artistic Director
- Represent the organization in public

THE COLLABORATIVE PIANIST

- Prepare all music in advance of rehearsals and concerts
- Accompany all aspects of rehearsals for CCA
- Accompany all aspects of rehearsals for CCC
- If asked, assist with learning accompaniment tracks for the Artistic Director

THE ARTISTIC DIRECTOR

- Arrange venues for rehearsals and performances
- Develop administrative processes necessary to implement the mission of the organization
- Choose music and plan programs and coordinate with the CCA Board
- Secure music scores
- Auditions/voice-places, selects, and dismisses singers
- Secure soloists, accompanists, and instrumentalists
- Conduct performances
- Represent the organization in public

THE CCA BOARD

- Handle all administrative/business affairs, e.g., organization procedures, and securing grants.
- Develop and conduct fundraisers
- Manage all receipts (member dues, contributions, drafts, and expenditures)
- Organize ticket sales
- Manage the house for performances (ticket sales ushering, etc.)
- Promote and publicize the organization and performances/Correspond with benefactors

~ ATTENDANCE ~

Performing in an ensemble requires professional conduct and polished presentation. Therefore, membership in CCA is generally a season-long (approximately a one-year) commitment. We ask members to be conscientious about rehearsal attendance, with a two-absence maximum per concert. If you have to miss a rehearsal, please arrange to speak to someone you know in the group or your section leader about what was rehearsed before the next rehearsal. ***All singers are expected to be at the two rehearsals that immediately precede a concert as they are considered to be DRESS rehearsals.***

Consider the following types of conflicts with rehearsal attendance:

- Professional – work-related requirements that call for the member to be sent out of town or held at work for specific reasons
- Family – the member is the primary caregiver and must be present with a family member, sudden illnesses, death in the immediate family, or unforeseen life circumstances that require the member to be absent
- Personal – the member becomes ill, particularly running a fever
- Unexcused absences occur when singers do not respond to queries or simply do not come to a rehearsal without notice. Only two (2) will be allowed per concert session. A member may be asked not to participate in a concert if the director feels they will be unprepared for the event.

The artistic director has the final say for both membership and concert participation.

~ REHEARSALS ~

- Feel free to bring bottled water
- Avoid wearing any perfumes or colognes to rehearsals or concerts as others may be allergic
- Be in place with your music at the rehearsal starting time
- Always have a pencil to mark suggestions, directions, and places that need work
- PLEASE limit talking between pieces or while other sections are rehearsing
- Since online materials will be created for each concert, practice your music at home between rehearsals
- Cell phone use is a distraction to other singers. Please turn off your phone during rehearsals, or set it to vibrate if a call is expected. In that event, please take your call outside of rehearsal.
- If you are feeling unwell (cough, sore throat) and unable to sing but feel well enough to listen to the rehearsal (no fever), please sit in the very back row of the rehearsal venue, away from all others. **A mask may be required.**
- If you are feeling unwell (fever of 100°F+), please do not come to rehearsal.
- An emergency plan or pandemic protocols, should they be needed, will be posted as required by the CCA board, city, state, CDC, or other officials.

~ CONCERT ETIQUETTE ~

Singers are asked to observe the following guidelines at performances:

- Plan to arrive 10-15 minutes before the performance call time.
- Always arrive in proper concert dress per the dress code.
- Bring your music in a black folder and hold it in your upstage hand (away from the audience) when entering and exiting the stage.
- Avoid talking on stage.
- Avoid wearing fragrances – both ladies and gentlemen (see “Rehearsal” and Performance Attire”).
- Turn the pages of your music as quietly as possible.
- Bring as few personal items (purses, backpacks, etc.) to the performance venue as possible. The choir will not be responsible for any lost or stolen items. No items will be brought on stage.
- Know the procedures for illness or other problems that may occur during a performance.
- If you need to sneeze and cannot leave the stage quickly, do so and continue singing.
- If you feel dizzy/ill, immediately ask a person to escort you off the stage. If you cannot leave, quietly and carefully sit down quietly on the riser.
- If you must cough and feel your coughing will not be satisfied quickly, quietly leave the stage and come back before the next movement or after the applause has finished at the conclusion of the piece.
- The choir does not bow: the director accepts the applause on behalf of the ensemble.
- The choir does not clap: there may be very exceptional reasons for ensemble clapping. However, as a standard practice, anyone associated with the performance receives applause together. You are encouraged to show your appreciation to choir members, soloists, or orchestra members directly following any concert.

~ PERFORMANCE ATTIRE ~

...is worn for concerts, but not for the dress rehearsal.

Informal/Casual Performances

- Official CCA Polo shirt for non-concert community appearances. Each member purchases their own shirt online and it is shipped directly to you.
- Link: <https://ccasings.qbstores.com/>
- The shirt styles are #1476 or 1477 depending on the gender style you order. **THE COLOR IS SURF BLUE.**
- Black pants or ankle-length skirts
- Black casual or closed-toed shoes

Formal Performance Suggested Attire:

- Each singer will need to purchase their own black folder
- Solid black $\frac{3}{4}$ to a long-sleeved blouse with solid black ankle/floor-length skirt or full-length slacks
- A one-piece black formal gown meeting the above requirements is acceptable
- Black, closed-toed shoes
- Black tuxedo or a solid black two-piece suit
- Black shoes and socks
- Black shirt
- Plain white dress shirt (no ruffles)
- Solid black tie
- Stud/pearl earrings; single strand pearl necklaces are allowed
- No glitter, rhinestones, or flashy accessories
- No cologne, perfume, or scented hairspray

2022-2023 CCA Handbook Agreement*

All members will be held to the spirit of the rules listed in this handbook regardless of whether or not this form is returned.

I understand:

Initial

... participation in choir singing is a risk and I accept that responsibility. The wellness of myself and the group is paramount to decisions regarding mask-wearing. _____

... members accept larger roles than “just singing” by optionally purchasing or promoting patronages, promoting events via personal social media, selling tickets, and/or fundraising. _____

... members are not able to receive complimentary tickets for concerts due to each concert being a fundraiser. Student tickets are always free. _____

... I am responsible for all required dues and fees. These can be paid online or in person with a credit card, check, or cash. If there are personal hardships in paying, I will contact the CCA President for options. _____

... all aspects of the expected responsibilities of membership, the expectations of section leaders, Assistant Artistic Director, the Collaborative Pianist, Artistic Director, and the Board. _____

... membership in CCA is generally a season-long (approximately a one-year) commitment. Delineated reasons for absences are defined as excused (Professional, family, and personal) and unexcused (when singers do not respond to queries or simply do not come to a rehearsal without notice). _____

... cell phone use is a distraction to rehearsals and should be turned off or set to vibrate unless a call is expected. In that event, please take your call outside of rehearsal. _____

... if I am feeling unwell (cough, sore throat) and unable to sing but feel well enough to listen to the rehearsal, I will sit in the very back row of the rehearsal venue, away from all others. _____

A mask may be required. _____

... All singers are expected to be at the two rehearsals that immediately precede a concert as they are considered to be DRESS rehearsals. _____

... if I am feeling unwell (fever of 100⁰F+), I will not attend rehearsal and notify my section leader. _____

... an emergency plan or pandemic protocols, should they be needed, will be posted as required by the CCA board, city, state, CDC, or other officials. _____

... and have reviewed all Concert Etiquette requirements. _____

... and will invest in the appropriate concert attire for performances, both casual and formal. _____

Name: _____

Signature: _____

Date: _____

* Please return this form to your **section leader**