

Cheat Sheet for Members

New York Choral Consortium

PURPOSE:

The New York Choral Consortium serves to support, strengthen and promote New York City choruses of all descriptions by fostering a spirit of collaboration and cooperation among its constituent ensembles.

What this means, essentially, is this ...it's is not about what you can get from the organization, but rather, using our pooled resources and ideas, how you can help build a constituency for the vast quantity and quality of great choral music in this city. We will all benefit from this combined effort and we ask all choruses to contribute to this effort.

MEMBERSHIP

Membership is open to any chorus presenting public concerts in the five boroughs.

Dues should be paid by July 1 of each year. Any outstanding amount must be paid by October 1 to remain in good standing.

Dues are based on the annual budget of the chorus.

You can pay your dues online at the consortium website:

<http://www.newyorkchoralconsortium.org>

Each chorus in good standing has one vote.

We are now incorporated as a 501(c)(3) not-for-profit and have bylaws which define how we operated. Please read these bylaws and be familiar with how business is conducted. If you need a copy of the bylaws, please email Richard Pace for a copy: rpace@erols.com

Benefits of Membership:

You can find a current listing of member benefits on the Consortium website.

<http://www.newyorkchoralconsortium.org>

Meeting Times

- The Consortium generally meets at 4 pm at the Church of St. Ignatius Loyola, 980 Park Avenue. Please use the Parish House entrance and ask the reception where we are meeting as our meeting space varies.
- The day of the week on which meetings are held varies. In addition, we hold one or two meetings a year followed by time for cocktails and conversation from 5:30 – 6:30 pm.
- A schedule of meetings for the 2011-2012 season will be posted on the website as soon as it's available

- Future meetings are generally scheduled at the prior meeting. If you want to have a say, then you should attend.

MEMBERS:

Each group can designate two representatives to attend meetings. These individuals should include the music director, the executive director, manager, or a board member.

- Representatives are asked to keep abreast of all decisions made by attending meetings and reading minutes of meetings.
- Members are asked to volunteer time and energy to help with Sing New York! and other activities of the Consortium.
- Members are asked to help promote Sing New York! by:
 - Promoting all events in the festival by inserting printed festival information in their programs
 - Forwarding promotional emails to members of their own choruses and to all email contacts in their databases
 - Using other opportunities as they arise
- Representatives are responsible for communicating information on Consortium business to others in their choruses.
- If one representative is absent, the other representative should keep the group up to date on what transpired at the meeting.

Email Correspondence:

All emails concerning Consortium business will be sent to the two people designated by each member organization. Any questions about Consortium business and other discussions of consortium activities should come from these people. Please encourage members of your chorus to direct any questions or necessary correction/changes to those who have been designated as Consortium representatives.

CALENDAR INFORMATION

There are two types of calendars maintained by the Consortium.

An Internal Calendar is an excel spread sheet. It contains information of all concerts in Manhattan for several seasons out as it becomes available. This is only circulated to members by email and can be used in seasonal planning of dates, venues and repertory. All information for this calendar can be emailed to Erin Acheson (or whoever replaces her) achesone@stignatiusloyola.org

A Public Calendar is posted on the NYCC website or on the Sing New York website. This calendar lists only Consortium member concerts.

- All information for this website calendar must be submitted via the website form
- Information will be posted as submitted. Please make certain the information is as accurate as possible, including the name of the chorus as you want it listed.
- Information cannot be updated or corrected once submitted. Be vague about repertory if you're not certain.

EXPERIMENT PASSES

For Sing New York we tried to encourage people to try something new by signing up for an Experiment Pass! (and we get their emails as well) We had 31 requests.

People who send us an email requesting a pass are sent a physical pass along with a letter about how to use it. It is not a ticket. It needs to be redeemed for a ticket at the door and will be honored on a space-available basis. It permits the holder to purchase a ticket at 50% off or two tickets for the price of one. They have to give you the pass in exchange so it can only be used once. Some of the groups who perform at Carnegie and Tully honored the passes but arrangements had to be made prior, and the ticket prepaid with a credit card.

PUBLICITY

The consortium has been sending out a weekly email to an opt-in list of 220+ people about events in the Festival. We will continue to do this on a monthly or weekly basis depending on the number of concerts in any given period.

Having such a list is a great promotion tool. To help us grow this list, please forward those promotional emails to your chorus members.

Encourage your singers to forward on to their friends.

Please send them on to your friends as well. The more people we can get to opt-in, the better our promotional efforts can be.

DOWNLOADS:

For the convenience of members, a number of different types of downloads are accessible on the Sing New York! website and on the NYCC website.

- Sing New York! logos for use during the festival in your programs and on your website.
- NYCC logo for use on your website year round.

Please use these as a way to let visitors know about us and the festival.

CONTACT INFORMATION

The consortium has standing committees responsible for overseeing much if not all consortium business. Please direct your questions to the appropriate person. This will be filled in when standing committee heads are decided.

Marketing: Lee Ryder leeryder2@earthlink.net

Public Relations: James Wetzel jwetzel@stagneschurchnyc.org

Treasurer: Harold Rosenbaum haroldrosenbaum@gmail.com

Secretary: Erika Rohrbach erika_rohrbach@fitnyc.edu

Membership: Liz Norman nychoralc@gmail.com

Corporation/Fundraising: Richard

Venue/Repertory: Deborah King DeborahKing@scholaonhudson.org

Co-Chairs: Jack Goodwin jdgoodwin@earthlink.net

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