

## Concerts

There is usually a brush-up rehearsal before each concert. Plan to arrive at a concert at 1:00 (for a 3:00 concert) so you are tuned and ready to play at 1:15.

### Dress Code for concerts – All Black

#### Men

tuxedo, black suit or nice black pants with optional black jacket  
nice black shirt with optional black bow-tie  
black shoes and socks

#### Women

nice black skirt (below the knee) or slacks  
nice black long-sleeved top  
black shoes, and socks or stockings  
optional black jacket

## Contact Information

### Web Site

[www.ParkwayConcertOrchestra.org](http://www.ParkwayConcertOrchestra.org)

### Music Director

Thomas Kociela

### Resident Conductor

Brian Bell

## Contact Information (continued)

### President

Helen Tarantino

### First Vice President

Vicki Nelson

### Second Vice President

Len Badov

### Treasurer

Leslie Powers

### Manager

Susan Silverman

### Personnel Manager

Susan Silverman

### Librarians

Ruth Hannon  
Penny Knight  
Karen Loughran



# Member Guide

September, 2024 edition

## About the Orchestra

The Parkway Concert Orchestra was founded in 1945 by Ferdinand Fassnacht. The ensemble presents four to six concerts each year with a mix of classical and pops-style music. The 50 members of this non-profit symphonic organization are predominantly amateur musicians.

## Membership

Performance ability and dependability are the only criteria for membership. There are no auditions to play with the orchestra. In lieu of having auditions, new musicians will be considered to be temporary substitutes until approved by the music director for more permanent membership. The music director will let each new musician know if they are approved by the end of their first concert cycle. Temporary substitutes are not expected to pay member dues.

There is an annual dues fee of \$100 per player (with the exception of high school students). If you will find it difficult to pay the dues (we don't want to exclude anyone), please contact any of the Board members. Otherwise, we would ask each of you to pay your dues to the orchestra treasurer by the date that the holiday music folders are handed out. Your name will also appear in our concert programs.

## Rehearsals

Rehearsals are on Monday nights from 7:30-9:30 at the First Congregational Church, 100 Winter Street, Norwood. Please arrive a little earlier so you are ready to tune at 7:25. Also, please put away your own chair and music stand after rehearsal. This is a way in which everybody can help.

We do not rehearse after the last December concert until after the first of the year. We also take a break after the last concert in late spring / early summer and resume rehearsals in September.

As an amateur ensemble, we are aware that you may not be able to practice every day. We do hope,

however, that you will be able to spend some time each week preparing the music. It benefits the group as a whole to have everyone ready at rehearsals and concerts.

## Attendance

We have a policy requiring attendance at the last two rehearsals before each concert. If you would like to request an absence from the second-to-last rehearsal before a concert, as soon as you know, you must speak with the music director personally to clear the absence. You will not be allowed to miss the last dress rehearsal before the concert. Exceptions are made at the discretion of the music director.

For concert and dress rehearsal absences we require advance notice (to the manager and music director) of four rehearsals. Otherwise, the member must pay for the musician who will fill in for him/her. As always, the music folder must be returned so the librarians don't have to make up another folder.

Every rehearsal is important. It is expected that members will attend each rehearsal. If you do need to miss a rehearsal, remember that we won't be able to make up that rehearsal time so please make sure you listen to recordings with your part and spend some time on the difficult passages by the following week.

If you know you're going to miss rehearsal, contact the personnel manager. If at all possible, 24 hours' notice is expected, as a courtesy. It is especially important for winds and brass to let us know as far ahead of time as possible so that a substitute may be found for that rehearsal.

## Teamwork

It takes a lot of effort from a lot of people to run an orchestra. If everyone helps out a little, then the orchestra as a whole runs smoothly. We appreciate any help you can give us! There are plenty of opportunities that require only a small contribution of your time. Here are some suggestions:

- Serve on a concert committee.
- Help with annual fundraiser mailing.
- Participate in an instrument petting zoo at concerts.
- Set up chairs and stands before concerts and rehearsals, and help put them away afterwards.
- Help librarians prepare and hand out music.

See any of the orchestra officers for more information.

## Music

Please take loving care of each Parkway music folder and the many pieces of music that are contained inside. When you need to make markings, lightly use a #2 pencil only. Any rented music we use requires *all* penciled marks to be erased before returning the music. If you bring your music folder home (and you are welcome to do so in order to practice), please be sure to sign it out with your name in the sign out sheet and return it if you won't be at a rehearsal or concert. Please sign out again each new concert period.

The music librarians hope to have all the music pieces for the next concert in each folder. It may occasionally be necessary for you to do the finishing taping or folding of your music copies. If you are missing a part please first seek it yourself in the master collection for that piece of music. Sometimes you may need to borrow your colleague's part to make an extra copy for yourself. If you need further assistance with your music, speak with one of the librarians.

## Snow Cancellations

The orchestra will send out an email around mid-day if a rehearsal or concert is called off because of bad weather. If the weather looks chancy and you're coming to rehearsal straight from work or school, be sure to check your email to see if there's a cancellation message for you. We'll also try to put an announcement on the Facebook group page and on the PCO website. If you won't be able to check your email, please let us know and we will plan to call you that afternoon.