

# *Secret Chorus Business*

*Integrity ★ Commitment ★ Fun*  
*Dare to be Different*

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## **THIS WEEKS REHEARSAL**

This week's rehearsal will be in the **Pacifica Room** at St Josephs.

- Arrival: 6.30pm onwards
- Rehearsal starting at 7.30pm
- Supper
- Departure: 10.30pm – 11.00 pm

This week's rehearsal will also be shared on zoom for those who are unable to make rehearsal or prefer not to attend in person.

Join Zoom Meeting: <https://us02web.zoom.us/j/8345956112>

Please Note:

1. On arrival at St Josephs, sign in as usual at the front desk
2. Rehearsals will be in the Chapel and will take place without risers this week.
3. Masks are optional.
4. Please think of your chorus sisters and keeping them safe. We ask that you do not attend in person if:
  - a. You have tested positive for Covid within the last week
  - b. You are a close contact of someone with Covid
  - c. You are not well or have any symptoms, even if you have tested negative for Covid
5. If you are a casual contact with a covid case, should you attend rehearsal, we ask that you wear a mask.

Be aware that some members may feel more comfortable wearing a mask. Please respect their decision to do so without informing them that they "don't have to wear a mask anymore".

*Rehearsal Notes:*

We will be working on **Almost Like Being in Love**, and **I Wish You Love**

**LET'S PARTY!**

Come for the **singing**, stay for the **supper!!** Suppers after rehearsal are **back on the program**. Hope to see you all there this week to celebrate.

## UPCOMING BIRTHDAYS

Vicki Dwyer April 20  
Linda Vitali-Alchin April 21  
Jen Senior May 01



Carol Lutz June 04  
Anne-Maree Magi June 06

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## REGIONAL COMPETITION FILMING

**Costume** for the contest video:

- Teal sequin top
- Black velvet pants
- New style chorus shoes
- Black knee high stockings
- Teal sequin earrings
- No watches, bangles, necklaces etc

**Make up** should be full stage makeup, including lashes, except not heavy foundation. (we will have a make up demo/guide in the next few weeks from Kaity and Courtney)

We will also be doing some publicity shots with the photographer and you will need the following costume:

- Black top of your choice
- Black skirt or pants that will go with your top (you may choose to wear the black velvet pants)
- Black shoes of your choice to go with your outfit
- Silver bling earrings and other jewellery as desired

Once the program for the day is decided there will be more information available as to when each costume will be required.

Please try on your teal sequin top and velvet pants this coming week. If you have any issues with your costume or require a change of size for your top or pants, please speak to Kath Ware. **Kath will be at rehearsal from 7pm for the weeks leading up to 14 May.**



A big shout of thanks to:

- Courtney and the fundraising team for organising a fun Easter competition
- Inese, Alison and Steph for all their wonderful ideas and organization
- Di, Vicki and Kaye for setting up all the technology so our rehearsals and coaching reach all our members

## STAR OF THE WEEK



**Noticed one of our CKC members doing something fabulous lately? Why not recognize them with a nomination for the Star of the Week?**

**To nominate a member:** Please email Anne Thompson ([amthompson@live.com.au](mailto:amthompson@live.com.au)) with the member's name and short description as to why you would like to nominate them.

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## NOTICE OF AGM

CKC's Annual General Meeting will be held on the 27th of April 2022 at St Josephs.

The AGM gives members the opportunity to think about contributing further to the day-to-day running of the chorus, and nominating for a position on the Management Team.

The positions give members great experience in stretching their minds and extending their skills in a variety of roles including:

- Team Co-Ordinator,
- Finance Manager, and
- Public Relations Coordinator

Note: Secretary, Membership Chair and Performance Co-Ordinator were all elected for a 2-year term in 2021 and are not up for re-election until 2023.

The management team can then also appoint 3 more ladies that assist with the organising that goes into making our chorus great.

Your commitment involves 1 monthly meeting to discuss chorus issues, new ideas, and make plans. You will also spend time outside of the meeting and chorus rehearsals following up particular aspects and actions relevant to your role. Job Descriptions are available to view at <http://circularkeys.org/node/370>. They have also been included on the last page of SCB.

Please consider this carefully and if you are interested in nominating for one of the 3 positions above, or nominating somebody for a position, the nominating committee would like to hear from you, either by e-mail, or in person at chorus.

### 2022 Nominating Committee

Kaye Kendall ([colinkaye7@bigpond.com](mailto:colinkaye7@bigpond.com))

Alison Anderson ([aja.ando@gmail.com](mailto:aja.ando@gmail.com))

Jen Kumar ([jenkumar74@yahoo.com.au](mailto:jenkumar74@yahoo.com.au))

Carol Lutz ([incazo@bigpond.net.au](mailto:incazo@bigpond.net.au))

# Region 34 Festival Adelaide

Friday 20 May – Sunday 22 May



Check out the latest information at:

<https://www.sweetadelines.org.au/R34-festival-2022/>

Circular Keys is not planning to attend the festival as a group – but you can go if you wish. There is an exciting programme of events, and it should be a fun weekend of singing and catching up with chorus members from around the region.

The 2022 Region 34 Festival Song is HAPPY TOGETHER - a fun, uplifting song which captures the sentiment of the 2022 Festival (Together Again!) perfectly.

Any member who registers to attend the festival, please contact me to obtain a hard copy of the sheet music. The Region will provide access to learning tracks for you with your registration confirmation.

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## CHORUS PAYMENTS

Please be advised that EFT should be used for your payments to chorus. Please contact Sue Gray if you need further details, or if you have an issue that prevents you from paying using EFT.

Make sure you include your relevant information in the reference field so Sue knows who the payment is from and what it is for.

### CKC Bank Account Details for online payments:

Westpac Bank: BSB: 032170

Account Number: 273702

Account Name: Circular Keys Chorus Incorporated



20 April 2022

## MEMBER LEAVE

Are you planning on taking holidays or unable to attend rehearsal?  
If so please email [absence@circularkeys.org](mailto:absence@circularkeys.org)





Using this email address ensures the Musical Director, Membership and the Music Team are all notified at the same time.

### Current member leave

Marea Witt	22/04 – 27/04/2022	Pippa Anderson	05/05 – 16/05/2022
Cheryl Wolfenden	04/05 – 26/05/2022		

## DIARY DATES

2022	
Wednesday 27 <sup>th</sup> April	CKC Annual General Meeting
Saturday 14 <sup>th</sup> May 	Recording for entry into Regional Contest – Ron Dyer Centre, North Sydney - full details tba
Saturday 21 <sup>st</sup> May 	Stand by date for recording for entry into Regional Contest – Ron Dyer Centre, North Sydney – full details tba

## **JOB DESCRIPTIONS**

### **Management Team**

- Develops long range plans based on the goals and core values of the Chorus
- Oversees and evaluates the implementation of strategies developed to achieve long range plans
- Develops an appropriate structure of task oriented groups responsible for developing strategies to implement plans determined by the management team
- Ensures open communication at all levels of the Chorus.

### **Team Coordinator (elected)**

- Leads the Management Team
- Takes responsibility to see that the Management Team and Standing Committees carry out their functions effectively and efficiently
- Calls meetings of the Management Team and in consultation with Team members, sets the agenda
- Ensures that Chorus members are kept informed of the work of the Team
- Represents the Chorus at Regional meetings as appropriate
- Liaises between the Chorus and Sweet Adelines International and the Regional Team
- Is the spokesperson for the Chorus

### **Finance Manager (elected)**

- Has responsibility for all Chorus financial matters including collecting money, issuing receipts, banking, paying accounts and issuing petty cash
- Maintains a record of each member's dues and payments and apportions part, as determined by Management Team, to the member's escrow account
- Advises members who are in default of dues as per Standing Rules
- Keeps in books belonging to the Chorus full and accurate accounts of all receipts and disbursements
- Signs all cheques, drafts and orders for payment, which will be countersigned by one other member designated by the Management Team
- Prepares the annual budget and presents it to the Management Team for approval
- Oversees the budget and presents reports of transactions and financial condition of the Chorus to meetings and as requested
- Has the books for the period April 1 to March 31 audited as directed by the Management Team, the cost, if any, to be borne by the Chorus

### **Public Relations Coordinator (elected)**

- Attends to all publicity relating to the Chorus including advertising for new members, publicizing the Show and other Chorus events and activities
- Organises for brochures, pamphlets and the like to be printed and to be available at events where appropriate
- Contacts potential venues for performances, being aware of our fee structure and availability
- If a performance is obtained, contacts the Performance Coordinator and Director before accepting it. Further contact can be through the Performance Coordinator.