



# Secret Chorus Business

April 1st, 2025

**RESPECT EXCELLENCE COMMITMENT EDUCATION FUN**

This week's rehearsal will be in the Pacifica Room, and our songs will be:

- ❖ Always On My Mind
- ❖ I Just Found Out About Love

Please wear your medals and name badge 😊

*Friendly reminders about attending rehearsals:*

1. When you arrive, make sure you sign at reception.
2. Be ready on the risers at 7.30pm sharp.
3. We need to have vacated St Josephs by 11pm. Please leave quietly so that other guests are not disturbed.
4. Please think of your chorus sisters and keeping them safe from any illness. Please consider wearing a mask and/or sitting off the risers.

## WHAT'S NEW

**7 WEEKS UNTIL BHA EASTERN REGION**

**29 WEEKS UNTIL WE ARE ON STAGE IN COLUMBUS!**



### Star of the Week

Our Star of the Week is Kaye! Thank you for all the time and effort that you put into the Hospitality Team and the Sound Equipment Team. Often those roles have competing time needs, so you have your work cut out for you – but you soldier on! Kaye, you are a star!

## Sweet Adeline of the Year/Doris Ward Award – Voting this Wednesday 2<sup>nd</sup> April

### And the nominees are .....

#### Crystal Forbes

Crystal has contributed in many ways. Her efforts in fundraising have kept money coming in , especially in securing Bunnings barbecues and organising and working at them. She has taken on extra roles when needed and is always positive.

#### Diane Jenkins

Diane has worked in many areas of the chorus. She is currently planning our registration and accommodation at international in October, working to finalise our values and guiding principles, acting as assistant director and tenor section leader and contributing to the management team's efforts.

#### Susan Kelly

Susan has been working quietly in the background for many years to ensure our finances are in order and she implemented our current finance system which has proved easier to manage. She is thoughtful and caring and always thinking of the welfare of others.

#### Jen Kumar

Jen has contributed greatly with our advertising and promotion using her wonderful skills in design and artistry in media posts. She created the winning logo for the 2025 regional contest in Hobart. Jen displays qualities of kindness, generosity and has a beautiful smile.

#### Rachael Moessis

Rachael holds many roles in the chorus - Team Co-ordinator, lead section leader and pitch-piper to name just a few. She shows dedication, professionalism, respect, enthusiasm and dependability in all that she does, and embodies the values of a wonderful ambassador for the chorus.

#### Kath Ware

Kath supports the chorus and its members in many ways, as costume co-ordinator, coach co-ordinator and by creating content for our website's public pages. She also works to ensure all our members feel supported and is ready to assist when a need arises.

Thank you for your invaluable contributions to our Chorus!

For more information on The Doris Ward/Sweet Adeline of the Year Award, please see below.

### Last Call for Red Sparkle Tops

This is the **final call** for anyone who still has a red Christmas sparkle top to please return it to Kath this week. We'll be advertising them as a lot in the Regional 34 newsletter in the hope that another Chorus could make good use of them.

Thank you, Kath 😊

### Physical Warm-ups Wildcard Opportunity

Feeling inspired by Ann Keating's One Time Only appearance on Warm-ups? I'll bet you were thinking to yourself, "Why, that looks like fun! I would so love to select a song that makes me happy and concoct

some moves that people will enjoy!" Well, you're in luck! There's a Wild Card spot on the April roster and it's got your name all over it; I just need to know what that name is.. Email Jessi at [j-fo75@hotmail.com](mailto:j-fo75@hotmail.com) if you want to give it a go! (or you can just tell me at rehearsal) (Oh, and it's not until **April 30<sup>th</sup>** so you've got plenty of time...)

Thanks Jess ☺

## Saturday's International Rehearsal

Another great Saturday rehearsal is coming up this weekend. The rehearsal will start at 9am, so please arrive early enough to be on the risers a few minutes before then.

Our dual members will be attending, including one who has not attended before – please make them welcome ☺

Please wear your Ohio shirt, or black CKC bling shirt, or a black shirt.

## Values and Guiding Principles

A huge thank you to Diane for dedicating her time and skills to working with the chorus on our values and principles ☆

We worked on establishing our values last year, and more recently we have worked on the guiding principles that support those values. Based on this work, Di has put together options for our Guiding Principles - please read these carefully. Di sent an email with a survey link to vote on the options – here it is again in case you missed it: <https://forms.gle/j3Jk3sWfHuEhpYft7>

## CKC Values – Respect – Excellence – Commitment – Education - Fun

### Guiding Principles

#### Respect

##### Option 1

We foster respect through kindness, inclusivity, and commitment. By listening, supporting, and valuing each other, we create a welcoming space where every voice matters and we grow together.

##### Option 2

Respect means listening, supporting, and valuing everyone. Through kindness, inclusivity, and commitment, we create a welcoming space where all voices are heard, and we grow together in harmony.

#### Excellence

##### Option 1

Excellence is commitment in action—showing up, pushing boundaries, and striving for growth. With focus, passion, and unity, we rehearse, perform, and lead with purpose, always raising the bar for ourselves and each other.

## Option 2

Excellence is showing up, pushing limits, and growing together. With focus, passion, and unity, we rehearse, perform, and lead at our best—every time.

## Commitment

### Option 1

Commitment is showing up, being prepared, and giving your best—both individually and as a team. It means embracing every opportunity, taking responsibility, and supporting each other to create something greater than ourselves.

### Option 2

Commitment is being present, prepared, and engaged. It's taking responsibility, supporting the team, and embracing every opportunity to grow, contribute, and create success together.

## Education

### Option 1

Education is a lifelong journey. With curiosity, dedication, and an open mind, we embrace challenges, learn from experience, and grow together.

### Option 2

Education is a lifelong journey of growth. With curiosity and dedication, we embrace challenges, learn from experience, and support each other.

## Fun

### Option 1

We unite through singing, performing, and laughter—celebrating friendship, music, and fun as we grow and create joy together

### Option 2

We come together through singing, laughter, and friendship—creating joy, embracing music, and having fun as a team

## Doris Ward Award/Sweet Adeline of the Year – Vote by Secret Ballot on April 2

The Doris Ward Award was instigated in 2006 to recognize the work of CKC's founder and Director for the first six years, Doris Ward. The purpose of this annual award is to recognise, honour and thank a special member in our Chorus for her contributions to the chorus. The winner each year is awarded a trophy.

In 2015, following changes by the Region to the Quiet Achiever / Sweet Adeline (SA) of the Year Award, CKC Management Team decided to amalgamate this with the Doris Ward Award. The chorus

member selected for the Doris Ward Award is also CKC's nominee for the SA of the Year. Full chorus members can nominate a suitable recipient. Doris Ward, the Music Director and the previous year's winner cannot be nominated.

The ideal candidate:

- Serves CKC to the best of her ability without thought of personal gain
- May hold an elected position or other high profile but is *not* the previous year's winner, or Doris Ward, or the Music Director
- Displays many or all of the following traits at chorus level
  - Has excellent attendance records at rehearsals, performances, fund raising and other chorus activities
  - Willingly takes on responsibilities and generously donates her skills when required
  - Can be depended upon to carry through tasks/projects to completion
  - Shows keen interest in chorus affairs, respecting and supporting decisions made by chorus Management Team/Board or Music Staff
  - Believes in the importance of her personal marketing responsibility to present her chorus, the region and Sweet Adelines International in the best positive way to the general public.

The recipient of the Circular Keys Chorus Doris Ward Award is recognised at the next annual Sweet Adelines Australia convention as CKC's Sweet Adeline of the Year.

Nominations are collected and collated and are sent to the Chorus prior to voting. Chorus members select one of the nominees by secret ballot on a rehearsal night determined by the Management Team. **Absentee or postal ballots will also be accepted [please email these to Frances by Wednesday afternoon]**. The award is presented by Doris Ward and the previous year's nominee.

Please send your nominations for this award to Frances [fgurto@gmail.com](mailto:fgurto@gmail.com) – thank you Frances 😊

**The vote will happen by secret ballot at rehearsal on 2<sup>nd</sup> April.**

## **Official Notification of Annual General Meeting 16<sup>th</sup> April 2025**

The Annual General Meeting will be held during rehearsal at St Joseph's on 16<sup>th</sup> April 2025 after warmups at 8pm.

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 learning, sharing and extending their skills in a variety of roles including Secretary, Membership Chair, and Performance Co-Ordinator which will be declared vacant and nominations accepted. (Team Coordinator, Finance Manager and Public Relations Coordinator were all elected for a 2-year term in 2024 and are not up for re-election until 2026). Commitment involves monthly meetings to discuss chorus issues, new ideas, and make plans and time outside of the meeting and chorus rehearsals following up actions relevant to the role. Job Descriptions are available to view at <http://circularkeys.org/node/370> and have been included below:

### **Secretary**

- ❖ Records minutes of all meetings and files them in a permanent minute book of the Chorus
- ❖ Is familiar with and maintains current copies of by-laws and standing rules
- ❖ Keeps a list of all committees
- ❖ Keeps in files copies of all Chorus correspondence
- ❖ Conducts all correspondence necessary for the proper functioning of the Chorus and keeps the Management Team and Membership involved
- ❖ Gives notice of meetings as required.

## Membership Chair

- ❖ Greets and introduces visitors and potential members to the Director, Team Coordinator and others as appropriate
- ❖ Maintains a record of attendance and contacts any member who is not in good standing as per the Standing Rules and advises the Management Team of this
- ❖ Maintains and updates First Night Kits, handing them to potential members and filing completed registration forms.
- ❖ When a potential member passes her audition, ensures that a membership form is completed and advises the Management Team
- ❖ On approval of the member, arranges for her certificate and its presentation • Updates singes list as required and distributes it
- ❖ Distributes name badges and organizes these for new members
- ❖ Makes the Visitors Book available for signing when appropriate

## Performance Coordinator

- ❖ Is contact person for all performances
- ❖ Obtains Director's approval for performance
- ❖ Informs Chorus of details and posts sign-up sheets
- ❖ Confirms details with requesting organization
- ❖ Is aware of our fee structure and negotiates a suitable fee for performance unless it is a charity performance
- ❖ Gives the Director a list of performers and all relevant information
- ❖ Maintains a list of performances and contact details
- ❖ Passes any fees to the Finance Manager who sends a receipt and thanks them, if appropriate

The current office bearers may be happy to stay in their roles for another term - the roles will still be declared vacant. If there is only one nomination standing for a role, that member will be taken as elected. If there is more than one nomination for a role, a ballot will be held, and the member with the most votes will be elected.

The new Management Team can then also appoint 3 more members to assist with the organising that goes into making our chorus great.

If you are interested in the roles up for election this year, or know someone who would be great in one of these roles, please contact the Nominating Committee:

- ❖ Jen Senior
- ❖ Anne Thompson
- ❖ Mon Wood

Nominating Committee members may also approach you to ask if you are interested in any of these roles – please give them your time and consideration.

Many thanks to the Nominating Committee members for taking on these roles.

## Sweet Adelines Australia Annual General Meeting – Zoom

You all should have received an email from Sweet Adelines Australia (Region 34) with details of their AGM – you are all invited to attend this meeting which will be held on Zoom. See the details below:

**Sunday 25th May 2025**  
**1.00pm AWST / 2.30pm ACST / 3.00pm AEST**

*This will be an online meeting using Zoom. Details of how to join the meeting will be sent closer to the date.*

*Every chorus must have **at least one representative** in good standing in the meeting but may invite as many interested members to participate as they wish.*

Minutes of the 2024 AGM and the 2024-25 Annual Report will be sent at a later date.

## Ohio Travellers: Things you can do and think about now

Some information regarding travel preparations from Diane – thanks Di ☺

### Passport / Visa

- Make sure you have a current passport, and that it has 6 months before it expires. Make a couple of copies of your Passport, pack one in your luggage and leave one with a family member at home.
- Apply for the USA “Visa Waiver” prior to leaving. Visit the ESTA website (see link below).

Applications may be submitted at any time prior to travel to the United States. The Department of Homeland Security recommends that travel authorization applications be submitted at least 72 hours prior to travel. Unless revoked, travel authorizations are valid for two years from the date of authorization, or until your passport expires, whichever comes first.

Go to the official website to apply or update if you have a current ESTA. Cost is \$21USD

<https://esta.cbp.dhs.gov/esta>

### Mobile Phone

- To you use your mobile phone you will need ‘International Roaming’ switched on through your mobile phone provider before you leave home.
- Investigate what your mobile phone provider has on offer regarding International Roaming at least 1 to 2 months before you leave.
- Some people may choose to purchase a sim card in the US for their phones, you will need to let people know what your new number in the US is.

## Hospitality Roster

There are six members of the Hospitality Team, and they do an amazing job, but would also appreciate some help from chorus members to provide some extra supper treats – please let Kaye know if you can help out sometimes, or if you are interested in joining the team [colinkaye7@bigpond.com](mailto:colinkaye7@bigpond.com)

Thank you to Mon who baked a delicious cake for our March birthdays ☺

## RE-CAPS AND UPDATES

Thank You to our Anonymous Donors – continuing to thank you with all our hearts







## Barbershop Harmony Australia Eastern Region Contest – Updated

CKC is planning to enter the Barbershop Harmony Australia Eastern Region Contest which is scheduled for Saturday 24<sup>th</sup> May 2025. The contest will be held at **Cherrybrook Community and Cultural Centre 31 Shepherds Drive, Cherrybrook NSW 2126**. This will be a great opportunity to sing our new contest songs on a competition stage, so it will be an important part of our preparation for International and is great stage and competition experience for all members. Members are invited to attend whether they are competing in Ohio or not, so please add this date to your diary. You will need to qualify to participate in this event.

**Contest session (this includes admission to both Quartet & Chorus contests) - \$10**

**Showcase & Afterglow - \$10**

**Sunday Judges' Workshop - \$10 (Thornleigh Community Centre)**

## International Convention Registration...please wait

Registration for International Convention is now open, but we ask that you **please wait** while Diane researches the details of what is required – we may have to do a group registration for the whole chorus. Thanks Di ☺

## Dates for International Saturday Rehearsals 2025

We have booked the following dates for our rehearsals this year. I have received confirmation from St Joseph's regarding the rehearsals on 1/8 and 28/9 – these dates are now confirmed. Please mark these in your diaries now to minimise any commitment conflicts – thank you.

NB: we realise that not all Ohio singers will be able to attend every Saturday rehearsal, but please attend as many as you can and notify me and Vicki if you can't attend. Please prioritise those dates with external coaches, and the last weekend in September.

**There will also be a family and Friends Concert on Saturday 11<sup>th</sup> October.** There are no rooms available at St Joseph's, so we are sourcing an alternative venue.

Date	Time	St Joseph's Room	Coach
Saturday 1/2/25	9:00-17:00	Mechtilde Woods Room	Vicki Dwyer
Saturday 1/3/25	9:00-17:00	Pacifica Room	Emily Moriarty
<b>Saturday 5/4/25</b>	9:00-17:00	Pacifica Room	Vicki Dwyer
Saturday 3/5/25	9:00-17:00	Pacifica Room	Vicki Dwyer
Saturday 7/6/25	9:00-17:00	Main Chapel	Bec Hewitt
Saturday 5/7/25	9:00-17:00	Pacifica Room	Vicki Dwyer
Friday 1/8/25	19:30-22:00	Pacifica Room	Nikki Blackmer
Saturday 2/8/25	9:00-17:00	Pacifica Room	Nikki Blackmer
Saturday 27/9/25	9:00-17:00	Pacifica Room	Bec Hewitt
Sunday 28/9/25	9:00-17:00	Pacifica Room	Bec Hewitt
Saturday 11/10/25 Family and Friends Concert	TBA	<b>TBA (not at St Joseph's)</b>	Vicki Dwyer

## Ohio T-Shirts

Carol has kindly offered to print a t-shirt for any member who would like one. **We would like to encourage all members travelling to Ohio to purchase one of these shirts – we will be using them as rehearsal shirts during our Saturday International rehearsals, and also as a fun travel shirt in Ohio.**

To order a T-shirt you will need to:



- ❖ Provide Carol with a BLACK T-shirt of your choice (any fabric is fine): it will need to be pre-washed WITHOUT fabric softener – this helps the design to adhere to the fabric
- ❖ Transfer \$15 to the CKC account with your name and Ohio t-shirt in the reference
- ❖ This will cover Carol's costs and be a small fundraiser for the chorus
- ❖ Carol will return the completed t-shirt once she has been notified that the amount has been transferred into CKC's account
- ❖ Please place your t-shirt in a bag labelled with your name

THANKS CAROL 😊

## Bunnings BBQs – Extra Date

Please let Crystal know if you are able to help at the Bunnings BBQs. We have 2 more dates so far for 2025, so please put these in your diary:

- ❖ Saturday 12<sup>th</sup> April
- ❖ Monday 21<sup>st</sup> April (Easter Monday)

BBQs are great fundraisers for the chorus, and many hands make light work, so please volunteer for these if you can.

## New Mission Statement for Circular Keys Chorus

The Management Team have been working on a new Mission Statement based on the values chorus members prioritised in our workshops with Diane a few months ago: Respect, Excellence, Commitment, Education and Fun. We believe that this new Mission Statement incorporates these values. Many thanks to Crystal who got the ball rolling on this project. The new mission statement is:

*'We unite through music, creating a harmonious space where voices blend, friendships grow, and artistry thrives'*

**If you notice any missing or incorrect information in the Secret Chorus Business, please let Rachael know – thank you 😊**



## CKC COMMITTEES AND TEAMS 2024-5

*Thank you for the time and energy you spend supporting our chorus*

Committee	Team Leader	Team Members
Hospitality	Kaye K	Jenny D, Susan K, Sue R, Marea W, Anne H
Fundraising	Crystal F	Ann K, Kaity D, Courtney D
Rehearsal Equipment	Kaye K	Anne T, Spring Z, Emma E, Heather B,
Coach Coordination	Kath W	Pippa A, Rachael M
Website		Carol L (Webmaster), Kath W (Public Pages)
Costumes	Kath W	

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

<b>Social Committee</b>		Jessi F, Anne T, Jen K
<b>Makeup</b>	Kaity D	

## Management Team

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- ❖ Musical Director: Vicki Dwyer
- ❖ Team Co-ordinator: Rachael Moessis
- ❖ Finance Manager: Susan Kelly
- ❖ Secretary: Anne Harris
- ❖ Public Relations Co-Ordinator: Jen Kumar
- ❖ Performance Co-Ordinator: Crystal Forbes
- ❖ Membership Chair: Frances Gurto
- ❖ Appointed Member: Diane Jenkins
- ❖ Appointed Member: Crystal Forbes
- ❖ Appointed Member: Pippa Anderson

## Music Team

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- ❖ Musical Director: Vicki Dwyer
- ❖ Assistant Musical Director: Diane Jenkins
- ❖ Bass Section Leaders: Jenny Do Rozario, Betty Fuller
- ❖ Baritone Section Leader: Kaity Dwyer
- ❖ Lead Section Leaders: Rachael Moessis, Susan Kelly
- ❖ Tenor Section Leader: Diane Jenkins
- ❖ Visual Team: Courtney Churchward (and Heather Baeza)

**If there are teams or team members missing from the lists above, please let Rachael know**

## Member Birthdays

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❖ Kath Ware

April 2

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

❖ Kaity Dwyer	April 4
❖ Anne Harris	April 7
❖ Vicki Dwyer	April 20
❖ Linda Vitali-Alchin	April 21

## 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, Team Coordinator, Membership and the Music Team are all notified at the same time.

- ❖ Heather Baeza – date of return unknown
- ❖ Emma Edwards – November return
- ❖ Ann Keating – 11<sup>th</sup>-27<sup>th</sup> April 2025
- ❖ Frances Gurto – 24<sup>th</sup> May-9<sup>th</sup> June 2025
- ❖ Jen Senior – 1<sup>st</sup> August -13<sup>th</sup> August 2025



**Remember that our rehearsals are streamed on our Circular Keys-On Key Facebook page and are saved there, so if you do need to miss a rehearsal, you can watch at home or catch up later – also a great way to review any content to consolidate your learning.**

## Diary Dates 2025

2025	
Wed 2 <sup>nd</sup> Apr 8pm	Secret Ballot Vote for Doris Ward Award/Sweet Adeline of the Year
Fri 4 <sup>th</sup> Apr 7:30pm	Management Team Meeting on Zoom
Sat 5 <sup>th</sup> Apr 9am-5pm	International Competition Rehearsal Pacifica Room
Sat 12 <sup>th</sup> April 8am-5pm	Fundraiser: Bunnings BBQ Castle Hill
Wed 16 <sup>th</sup> Apr time TBA	CKC Annual General Meeting
Mon 21 <sup>st</sup> April 8am-5pm	Fundraiser: Bunnings BBQ Castle Hill
Sat 3 <sup>rd</sup> May 9am-5pm	International Competition Rehearsal Pacifica Room
Sat 24 <sup>th</sup> May time TBA	BHA Eastern Region Competition, Sydney area
Sun 25 <sup>th</sup> May 3pm	Sweet Adelines Australia Annual General Meeting – Zoom
Sat 7 <sup>th</sup> Jun 9am-5pm	International Competition Rehearsal Pacifica Room
Sat 5 <sup>th</sup> Jul 9am-5pm	International Competition Rehearsal Pacifica Room
Fri 1 <sup>st</sup> August 7:30-10pm	International Competition Rehearsal
Sat 2 <sup>nd</sup> Aug 9am-5pm	International Competition Rehearsal Pacifica Room
Sat 27 <sup>th</sup> Sept 9am-5pm	International Competition Rehearsal Pacifica Room
Sun 28 <sup>th</sup> Sept 9am-5pm	International Competition Rehearsal
Sat 11 <sup>th</sup> Oct time TBA	Family and Friends Concert venue TBC
Wed 15 <sup>th</sup> Oct 7:30pm	Last rehearsal before International Convention

## Chorus Fine Print

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### SUGGESTION BOX

Have a suggestion you want to raise? Send it to [suggestionbox@circularkeys.org](mailto:suggestionbox@circularkeys.org)

This email has been set up so that it is sent to the Team Coordinator. All suggestions will be discussed by the Management Team.

Please remember to send your suggestions with kindness – it makes it easier for the Management Team to receive them with kindness.

### ABOUT THE STAR OF THE WEEK

Any member of the chorus can nominate someone who has gone above and beyond, who has personally helped you, who has made a special difference or contribution to the Chorus or who has tried extra hard.

There are many other positive attributes that can be recognized with this award. To nominate a member, simply email Frances Gurto ([fgurto@gmail.com](mailto:fgurto@gmail.com)) with the member's name and short description as to why you would like to nominate them. If no nominations are received, the star will not be awarded.

### CKC FEE INFORMATION

Circular Keys Chorus charges an annual fee to cover the costs of venue hire for rehearsals and coaching sessions, Director's Honorarium, International and Regional fees, costumes, insurance and other costs related to running an organisation, music and learning tracks, promotional materials such as banners ... and more. As you can see, not all of these expenses are related to running rehearsals, which is why we pay every month including the weeks we do not rehearse (eg Christmas/January break).

The annual fee is broken up into 12 equal payments of \$60 per month. It can be paid annually (\$720), quarterly (\$180), or on another regular basis (always in multiples of \$60 please), but it needs to be paid in advance for a member to be in good standing. These fees are also payable even if you are not attending rehearsals, and if a member is taking leave, fees should still be paid in advance so that membership is maintained. This is because all our costs remain the same, whether or not individual members are attending.

If paying your fees slips your mind, add it to your diary, or set up direct debit so that the fees are paid when due. If you do forget your fees and the Finance Manager reminds you, please pay the outstanding amount promptly. Remember that the Finance Manager is a volunteer, and we need to be considerate of her time by paying our fees regularly and by responding to her requests promptly and with courtesy.

### CHORUS PAYMENTS

Please be advised that EFT should be used for your payments to chorus. Please contact our Finance Manager 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 the finance team 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

## RISER ETIQUETTE

Just a friendly reminder about riser etiquette: riser etiquette is an important part of showing respect to our fellow members and our Musical Director, Coach, Leaders, or any person who is addressing the chorus. It is always important, but is extra important when we have a coach

- ❖ Pay close attention to the person out the front
- ❖ Do not make comments or suggestions unless you are specifically asked to do so
- ❖ Raise your hand if you have a question
- ❖ Focus on learning
- ❖ Do not chat with other members when the Director or Coach is working with another section – it is distracting and can make it difficult to hear

Thank you for remembering our top value – **RESPECT** 🙏

## CKC STOREROOM

The CKC storeroom at St Joseph's is under the care of the Costume Coordinator (Kath W) and the Fundraising Coordinator (Crystal F). If you need to access the storeroom, please contact one of them first – they'll be able to help you with what you need. If you are planning to visit St Joseph's for any reason (eg to work in the storeroom or the kitchen) outside of rehearsal times for any length of time, please contact St Joseph's to make sure that it is convenient for them. Whenever you visit, please remember to check in with Reception staff on your arrival and sign the visitors book so that have a record of who is in the building. Thank you 😊

## COPYRIGHT

Circular Keys Chorus pays for the copyright of our sheet music, and membership of CKC entitles us to access this sheet music. Visitors and prospective members are not entitled to receive copies. We do have Visitors books which have copies of our current repertoire for use during rehearsals – these folders remain the property of CKC and must not be taken home by non-members.

## RETURN AND EARN

A Return and Earn account has been set up for the chorus for fundraising, so remember to keep your plastic and glass bottles, aluminium cans and some tetra packs aside for our Return and Earn. Compatible items have 10c marked on the packaging. Remember **not to crush** your eligible items. You can deposit them at a depot using the barcode below and at the end of the newsletter. You can take a screenshot of the barcode to use at the depot. If you prefer, you can print the barcode.

If you are not a big consumer of drinks yourself, why not ask your friends, family, colleagues, church group etc. to give you their empty bottles?

### How to Return and Earn:

<https://youtu.be/OYDROMQIDbU>

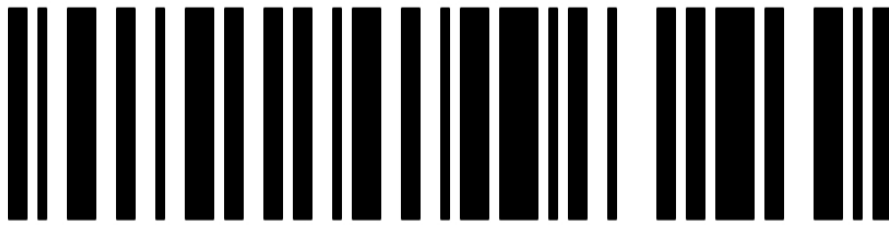
<https://www.facebook.com/watch/?v=966272033522727>

### Return and Earn Location Points:

<https://returnandearn.org.au/map/>

# Hi Circular Keys Chorus!

Ready to recycle?



Scan your barcode at the machine