



Secret Chorus Business

November 12th, 2025

RESPECT EXCELLENCE COMMITMENT EDUCATION FUN

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

- ❖ Christmas Repertoire - see website
- ❖ Celebrations

Please wear your name badge ☺

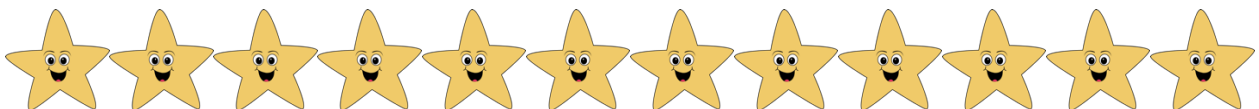
Friendly reminders about attending rehearsals:

- 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

Thank You To All Members

A huge thank you and countless congratulations to you all for all the work and the myriad of ways that you contributed to our journey to Columbus. We all know of the countless hours dedicated to personal practice, rehearsals and all the other activities that supported the chorus on the way to Ohio – there are too many to mention but know that all your efforts contributed to our growth throughout the year and our success at the international convention.



Star of the Week

Our last Star of the Week was Diane – thank you for everything you did to facilitate our competition in Columbus. You are a star!



Columbus Scoresheets

You can access our Columbus scoresheets on our website at Documents/Conventions and Competitions/International Convention/Ohio 2025.

City of Sydney Xmas Performance Dates

We have **FOUR** Christmas performances booked with City of Sydney – please put these dates in your diary now and mark your attendance on the website:

- ❖ Sunday 30 November 2:30pm-4:40pm at Martin Place (call time 2:00pm)
- ❖ Friday 12 December, 6:00pm - 8:00pm at Martin Place
- ❖ Saturday 20 December, 6:00pm - 8:00pm at Customs House
- ❖ Tuesday 23 December, 6:00pm - 8:00pm at Customs House

Thank you to Crystal for securing these dates for us so that we can raise funds and do what we love to do – perform for audiences!

IBOD Election Date

The Sweet Adelines International Board of Directors elections are due by December 3rd and our chapter's vote will be held during our rehearsal on 26th November 2025. If you can't attend the rehearsal on 26th November, you may provide an absentee vote to Rachael by email. Proxy votes are not permitted. Rachael will send an email with all the details soon.

OOTER Costumes

If you have a costume used by a dual member and you would like to return it, please give it Rachael at a rehearsal. Please make sure that you label the items with the Ooter's name so that their costume items can be marked off as returned. Please check that they have returned all items: top, pants, earrings, shoes and jacket.

Thrive Visit with Bec Hewitt

Bec will be leading us in a Thrive visit on January 21st during our regular rehearsal time. When this event goes up on the website, please mark your attendance as soon as possible so that we can assess how many will be attending. More information on this soon.

Christmas Party

The date of our Christmas Party and last rehearsal of the year is December 17th – stay tuned for more information.

Jan Carley Podcast

Jan Carley is a Master Certified Coach (International Coaching Federation) who works with individuals, singing ensembles, directors and leadership teams to identify and unleash hidden or unharnessed potential. Jan has written two books and now has a podcast which you can access on Spotify and Apple

Podcasts. If you are looking for techniques to enhance your performance and achieve your goals, give Jan a try:

- ❖ Website: <https://www.jancarley.com/>
- ❖ Podcast: JanTalk: The Possibility Podcast available on her website and on Spotify and Apple Podcasts

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



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



CKC COMMITTEES AND TEAMS 2025-6

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

Committee	Team Leader	Team Members
Hospitality	Kaye K	Jenny D, Marea W, Anne H, Deb W, Mon W, Cathy H
Fundraising	Sue G and Sue R	Crystal F, Deb W, Frances G, Linda VA
Rehearsal Equipment	Kaye K	Anne T, Spring Z, Cheryl W
Coach Coordination	Kath W	Pippa A, Vicki D
Marketing	Jen K	Jen S, Philippa T, Kath W
Photobucket	Ursula H	Anne T
Website		Carol L (Webmaster), Kath W (Public Pages), Sue G
Costumes	Kath W	Jen K, Vicki D, Jessi F
Social Committee		Jessi F, Spring Z, Sue G
Makeup	Kaity D	Vicki D, Courtney CD,
Physical Warm-Ups	Courtney CD	Jess F, Betty F, Sue R, Luigi G

Management Team

- ❖ Musical Director: Vicki Dwyer
- ❖ Team Co-ordinator: Rachael Moëssis
- ❖ 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: Betty Fuller
- ❖ Appointed Member: Anne Thompson

Music Team

- ❖ 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 Moëssis, Susan Kelly
- ❖ Tenor Section Leader: Diane Jenkins

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

Member Birthdays



- | | |
|-------------------|-------------|
| ❖ Philippa Taylor | November 13 |
| ❖ Emma Edwards | November 21 |
| ❖ Anne Thompson | November 23 |
| ❖ Cathy Horner | November 24 |
| ❖ Frances Gurto | December 8 |

Member Leave

Are you planning on taking holidays or unable to attend rehearsal? If so, please email 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.

- ❖ Pippa Anderon 26th October-16th November
- ❖ Kaity Dwyer 12th November 2025 -11th March 2026
- ❖ Heather Baeza – date of return unknown
- ❖ Emma Edwards – November return



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 Nov 12 th 7:30pm	Return to rehearsals – Christmas repertoire
Wed 26 th Nov	IBOD voting during rehearsal
Fri 28 th Nov 7:30pm	Management Team Meeting: Anne H’s house
Sun 30 th Nov 2-4:30PM	Performance: City of Sydney: Christmas repertoire: Martin Place
Fri 12 th Dec 6-8pm	Performance: City of Sydney: Christmas repertoire: Martin Place
Wed 17 th Dec 7:30pm	Christmas Party
Sat 20 th Dec 6-8pm	Performance: City of Sydney: Christmas repertoire: Customs House
Tues 23 rd Dec 6-8pm	Performance: City of Sydney: Christmas repertoire: Customs House
2026	
Wed 21 st Jan 7:30pm	Thrive visit with Bec Hewitt

Chorus Fine Print

SUGGESTION BOX

Have a suggestion you want to raise? Send it to 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) 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
- ❖ Refrain from phone use unless it is related to chorus work – if you need to use your phone for other reasons please step off the risers and leave the room

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 😊

NEW MISSION STATEMENT

Our new Mission Statement is based on the work on values that Diane Jenkins did with the chorus during 2024-2025. The values that were prioritised by the chorus members were: Respect, Excellence, Commitment, Education and Fun. The Management Team believes 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'

OUR VALUES AND GUIDING PRINCIPLES

Values: Respect – Excellence – Commitment – Education - Fun

Guiding Principles

Respect

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.

Excellence

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.

Commitment

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

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

Fun

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

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.

SPECIAL BIRTHDAYS

We celebrate our members' birthdays at the end of each month, and we want you to know how much we cherish each one of you by singing happy birthday and sharing a cake together. Thank you to the Hospitality Team and our amazing bakers who make this happen.

We won't celebrate special birthdays because we don't know when they are coming up and members can be hurt if their special day isn't remembered. We are sorry that some of our precious members have been upset by this, although intentions were well meaning.

At each birthday celebration, a special hat or a tiara will be available for anyone to wear if they have a special birthday that month, so that we can share the special occasion with you.

No other special celebrations will occur during chorus time.

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