



Secret Chorus Business

February 25th, 2026

RESPECT EXCELLENCE COMMITMENT EDUCATION FUN

This week's rehearsal will be in the **Pacifica Room**

- ❖ Almost There
- ❖ A Million Dreams
- ❖ See website

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

Star of the Week

Our Star of the Week is Susan K. Thank you for everything you do, Susan: as Finance Manager, Lead Section Leader and Hospitality team member, you are always generously dedicating time to support CKC and its members. An extra thank you for hosting the combined Music and Management team session at your home. Susan, you are a star!



Learn To Sing A Capella Vocal Course

Thank you to everyone who attended and helped with the first session of our A Capella Vocal Course last week. I heard it went very well and that the course participants were impressed and enthusiastic.

We need as many members as possible to attend during the course to contribute to the sense of fun and community and refresh our skills 😊

We will also be asking members to support course participants as 'Buddies', making visitors feel welcome and supported. More information on this will be provided at rehearsals in the coming weeks.

Possible date change: There will be a Graduation Concert – stand by for confirmation for either Saturday afternoon 11th April or Wednesday night 8th April.

Grants Committee

To assist with raising funds for the chorus, we are interested in hearing from any members who are able to research and apply for any grants that the chorus is eligible for. Please contact Rachael if you are interested in taking this on.

CKC 30th Anniversary Committee

I haven't received any expressions of interest to be a part of our 30th Anniversary Committee. Please email Rachael to let her know if you are interested in this, or have any suggestions.

Riser Etiquette

To remind us of our riser etiquette requirements, I am going to include best practices on a regular basis. These guidelines are an important part of how we live our value of Respect and in turn support our values of Education and Excellence by minimising distractions and fostering a focus on learning. These will be on display during rehearsals to remind us.

#2 Ten Second Rule

If the Director has not addressed the chorus within 10 seconds, then you may talk quietly with your riser neighbour until the Director resumes

#3 Listen, Don't Correct

Often when there is a pause, chorus members try to correct their mistakes or those of others. Although this may seem important, RESIST. You will miss important comments from the Director that affect you and everyone in the Chorus. The Director will fix all problems eventually.

#4 Listen, Don't Sing Along

When the Director is demonstrating how to sing a particular passage, listen. Do not sing with her. She will be demonstrating pitch, nuances of vocal quality, notes, words
If you sing with her, others will miss out on learning from the expert.

RECAPS AND UPDATES

Congratulations to Vicki

Huge congratulations to Vicki who has been accepted on to the Sweet Adelines International Educational Faculty. We are so thrilled for this exciting achievement and well-deserved acknowledgement of Vicki's passion and skill which we benefit from every week, and which will now be shared with the Sweet Adelines International community. We are so proud of you Vicki!

Hospitality Roster

FEBRUARY '26

- ❖ 25 February Wednesday Rehearsal *Jenny Do and Kaye Kendall Birthday cake to be provided (Celebrate February Birthdays)

CKC Anniversary Concert August 29, 2026

As part of our 30th Anniversary celebrations we are planning a concert (or maybe two on the one day) on Saturday 29th August at Richmond School of Arts (where we performed at our Family and Friends concert before heading to Columbus). Please put this date in your diaries now and mark your attendance on the website – we'd love as many members as possible to perform at this event

CKC FEE INFORMATION – Just a friendly reminder about fees 😊

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.

SUGGESTION BOX

A reminder that we have a suggestion box and that information about this is at the end of each SCB.

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.

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, Crystal F
Photobucket	Ursula H	Anne T
Website		Carol L (Webmaster), Kath W (Public Pages), Sue G
Costume Committee	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	Jess F	Betty F, Sue R, Courtney CD

Management Team

- ❖ 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: 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 Moessis, 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



- ❖ Jennifer Kumar March 7
- ❖ Jessica Foulke March 27

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.

- ❖ Kaity Dwyer 12th November 2025 -11th March 2026
- ❖ Courtney Churchward 12th November 2025 – 11th March 2026
- ❖ Spring Zeng March and April 2026
- ❖ Frances Gurto 13th April-7th May 2026
- ❖ Ann Keating 20th April-5th May 2026
- ❖ Cheryl Wolfenden 1st-17th July 2026



- ❖ Heather Baeza – date of return unknown
- ❖ Betty Fuller – date of return unknown

Diary Dates 2026

Fri 6 th March 7:30pm	Management Team meeting: Zoom
Wed 8 th Apr 7:30pm	TBC: A Capella Course Graduation Concert
Sat 11 th April (afternoon)	TBC: A Capella Course Graduation Concert
Wed 29 th July 7:30pm	Coaching: Nikki Blackmer (supported by SAA) TBC
Sat 29 th Aug	30 th Anniversary concert Richmond School of Arts

Chorus Fine Print

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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.

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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>

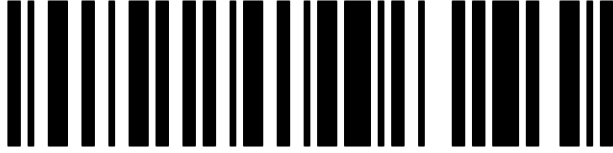
<https://www.facebook.com/watch/?v=966272033522727>

Return and Earn Location Points:

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

Hi Circular Keys Chorus!

Ready to recycle?



Scan your barcode at the machine