

REGION #19 MAILING FEBRUARY 2014

The Region #19 mailing contains vital information to be shared with all members.

- Presidents/Team Leaders are reminded to make appropriate reminders at rehearsals.
- Chapter REC's are reminded to distribute this mailing to the proper committee chairs and officers.
- Directions and their addenda are to be kept by the Secretary.

ITEM	ACTION BY	FROM
Regional Calendar	Presidents/Team Leaders/REC's	Sarah Nainan-Newhard, Team Coordinator
Communications Corner	Presidents/Team Leaders/REC's	Marge Grossman, Communications Coord.
Deadline Approaching!	Presidents/Team Leaders	Brenda Cunningham, Marketing Coordinator
Director Search	All Mailing Recipients	Shenandoah Valley Chorus
Norma Moore Award of Distinction	All Mailing Recipients	Sara Nainan Newhard, Team Coordinator
2014 Regional Convention	All Mailing Recipients	Marge Grossman, Communications Coord.
Member Events	All Mailing Recipients	Various
Bidding form for Regional Convention 2015	Presidents/Team Leaders	Liz Danielski, Event Coordinator

Region #19 Philosophy

Women join Sweet Adelines because they love to sing. They stay because of the musical challenges, the rewards of individual achievement, and the rewards of performance and the sense of belonging. Therefore, Region #19 is a progressive women's organization which:

- Promotes excellence in the performance of barbershop harmony through education
- Creates an atmosphere of camaraderie among its membership
- Provides opportunities for individual growth.

Region 19 Website: www.region19sai.org

All submissions for the monthly mailing are due on the **27th OF EACH MONTH**. All submissions should be submitted in electronic form (Microsoft Word, or any graphic format – jpg, bmp, etc.), and sent to <u>maggysings@verizon.net</u>.

ATLANTIC BAY-MOUNTAIN REGION #19 CALENDAR OF EVENTS – updated NOVEMBER 1, 2013

Key: ■ =Chapter Events; ■ =Regional Events; ■ =International Events

* = newly added/modified events

<u>2014</u>

*New Hi-Lo's DEADLINE	February 24
RMT meeting (teleconference)	March 6
Regional Convention and Competition	April 24-27
Administrative Resource Day/Directors' School, Radisson Hotel, Camp Hill, PA	
(Faculty: Fran Furtner & Tori Postma)	June 7
RMT Strategic Planning Meeting, Radisson Hotel, Camp Hill, PA	June 6-8
*Hi-Lo's DEADLINE	July 24
Regional F.L.A.S.H. Hunt Valley, MD (Faculty: Dale Syverson & Peggy Gram)	September 5-7
International Convention, Baltimore MD	November 4-8

2015 AND BEYOND

Singers' School (Faculty: a.k.a. Quartet)	January 23-25, 2015
Regional Convention and Competition	April 23-26, 2015
*Administrative Resource Training (Faculty: TBD)	
*Regional F.L.A.S.H. (Faculty: Lori Lyford)	. September 11-13, 2015
International Convention, Las Vegas, NV	
*Singers' School (Faculty: Darlene Rogers)	January 23-25, 2016
Regional Convention and Competition, Hershey, PA	April 7-10, 2016
*Administrative Resource Training/Directors' School (Faculty: Sharon Babb & Ma	ry Rhea)June 5, 2016
*Regional F.L.A.S.H. (Faculty: Betty Clipman)	. September 10-12, 2016
International Convention, Las Vegas, NV	
*Singers' School (Faculty: TBD)	January 22-24, 2017
Regional Convention and Competition	April 6-9, 2017
*Administrative Resource Training (Faculty: TBD)	June 3, 2017
*Regional F.L.A.S.H. (Faculty: Judy Posgay & Sandy Marron)	September 8-10, 2017
International Convention, Las Vegas, NV	October 10-14, 2017
Regional Convention and Competition	April 12-15, 2018
*Regional F.L.A.S.H. (Faculty: Jim Arns & Renee Porzel)	September 7-19, 2018

Please Note:

- If there are any additions and/or corrections to the regional calendar, please notify Sarah Nainan-Newhard, Team Coordinator: <u>syuki63@gmail.com</u>
- Chorus show dates do not have to be "cleared" with the Region; however, choruses should contact the Team Coordinator to add your show date on this calendar. This will also help you learn when other choruses are planning their shows, and share your plans with other choruses.

Other Important Deadlines:

- Regional Mailing: submit to Marge Grossman (<u>maggysings@verizon.net</u>) by the **27**th of each month.
- *Hi Lo's*: submit to Marge Grossman, <u>maggysings@verizon.net</u>, by the deadlines indicated within the calendar.

COMMUNICATIONS CORNER

From: Marge Grossman, Communications Coordinator <u>maggysings@verizon.net</u>; 410-241-3358 (c), 410-288-5498 (h)

FEBRUARY 2014

Happy New Year! I assume that you missed the January mailing? There was none, due to the fact that my hard-drive was attacked and died ... completely, totally, entirely. There went over 13 years of Regional forms and information (not to mention my personal information and photos). No choice but to start over, so I ask your patience as I attempt to recreate whatever I can.

You will see that the Region is reformatting the Harmony Hi-Lo's so that it will now be in color! It will only be issued twice a year, and you, or someone from your chorus, must attend either FLASH or Regional Convention to pick up your chorus's copies. With your help, it will be a great success!

For the first issue of the new Harmony Hi-Lo's, please note that the deadline is February 24th. There can be no extensions of this time. Due to the change in the issuance of the Hi-Lo's, your articles, photos, etc., should be sent directly to me – Marge Grossman, at maggysings@verizon.net.

As you prepare for your chorus elections, please begin compiling the information that will go in the Regional Directory. We will begin sending out the update form net month.

If you are (or know someone who is) without any access to a computer and the internet, please let me know and we'll work something out for you.

Regional website info: www.region19sai.org

DEADLINE APPROACHING!!!!!

2014 is upon us and we will be launching the NEW and IMPROVED HARMONY HI LO's.

The more we get from you, the better it will be. So take some time to write something about what's going on with your chorus or quartet. Did you have a particularly fun Open House? Tell us about it ... even better, send pictures so we can see it! Have you celebrated a chorus/quartet milestone? We want to know about it! Are you growing? Pictures, pictures, pictures!!!!!

Would you like to send a greeting to someone in the region? Send them a "Hi-Five," a short message on a special page for just \$5, like: "Happy Birthday," "Congratulations!", "You Rock!", "Good Luck!", etc., etc. We will also have advertising available at the usual rates: Full page-\$50; Half page-\$25; Quarter page-\$15. Maybe you have some costumes you would like to sell ... here's a way to let the whole region know.

Let's make this a really fun, informative endeavor. Remember, this is going to be a glossy, colored, actual magazine! The plan is to distribute the first issue at contest in April, the next issue will be distributed at FLASH.

Send your articles, pics, ads and messages to Region 19 Communications Coordinator, Marge Grossman, at <u>maggysings@verizon.net</u>.

Just a little reminder: as always, it may be necessary to edit or shorten some of your articles for technical or space reasons. But that will always be done respectful of your original submission. If you have questions, you can contact Marge, or me at bilea49@yahoo.com.

Can't wait to read and see all your news!

Brenda Cunningham Region 19 Marketing Coordinator

Director Search

Shenandoah Valley Chorus is searching for a new director. Unfortunately for us, our director received a work promotion (fortunate for her) that takes up most of her time. We are looking for someone to take the position as soon as possible.

Shenandoah rehearses Monday evenings at 6:30 at the First Christian Church in Winchester, Virginia.

Please send resumes/inquiries to:

Sharon Barnhill 434 Burleson Lane Berryville, VA 22611

or call (540) 955-2851

Check us out on our website: <u>shenandoahvalleychorus.com</u>, or come for a visit!



Norma Moore Award of Distinction Atlantic Bay Mountain Region #19 Sweet Adelines, International

Statement of Purpose

The Norma Moore Award of Distinction was established in 2012 by the Regional Management Team of the Atlantic Bay Mountain Region 19 of Sweet Adelines, Intl. to acknowledge significant accomplishments and/or outstanding service by members of the region.

The award was established in honor of and bears the name of Norma Moore, a longtime member of Region 19. Norma Moore has had an exemplary career in Sweet Adelines. Among her many accomplishments:

- International President 1973-1974
- International Vice-President 1972-1973
- International Board of Directors 1967-1978
- Convention Director
- Chairman of the Education Committee
- Joined the Dundalk Chorus (Region 14) 1959
- Regent, Region 14, 1965-1967
- Regional Quartet Champion, Region 19, *Four Quarters*, 1974
- While serving on International Board, boundary changes were instituted which resulted in the formation of Region 19 (from Regions 14 & 15), Chapter-at-large became an option, the first European chapter was chartered and the first International contest was held in 1975.

Norma has mentored countless leaders in our organization as well as serving as a role model for those of us who follow in her footsteps. It is well that we honor the work that our forbearers have done to develop and grow our organization and appropriate to acknowledge and honor those whose achievements and service continue to keep our region strong, vibrant and successful. Thus, one deserving individual, *may* be chosen each year, and presented with the Norma Moore Award of Distinction.

<u>Criteria</u>

The Atlantic Bay Mountain Region is comprised of talented, enthusiastic women who bring many gifts to the region. In keeping true to the ideals of service and achievement of the award's namesake, Norma Moore, the following criteria have been established in order to be eligible for the award:

- The individual must be a current member of Region 19
- The individual must have been a member of Sweet Adelines, Intl. for at least 10 years
- Throughout her Sweet Adeline career, the individual has made significant accomplishments at the Regional and/or International level and/or provided outstanding service to Region 19 and/or the International organization.

- The individual has promoted the goals of Sweet Adelines, Intl. at every opportunity.
- The individual has fostered the growth and development of Sweet Adelines, Intl., the Atlantic Bay Mountain region and her own chorus.

Procedures and Timetable

The nomination process will begin on June 1st of each calendar year and proceed through November 1st of the same year (extended to March 17, 2014 for this year only). Nominations will be solicited from the general membership. Nominations can be submitted by using the Norma Moore Award of Distinction nomination form (Appendix A) and submitting it to the chair of the Selection Committee, the Team Coordinator for the Regional Management Team.

The chair of the Selection Committee will convene the Selection Committee, review all nominations and select an awardee by January 31st of the following year (March 30, 2014 for this year only).

Members of the Selection Committee include:

- Team Coordinator, Regional Management Team; Chair of the Selection Committee
- Education Coordinator, Regional Management Team
- One other Regional Management Team member appointed by the Team Coordinator
- Two at-large members of Region 19, from two different choruses, appointed by the Team Coordinator

Appendix A Norma Moore Award of Distinction NOMINATION FORM

Name of Nominee:	
Address:	
Phone:	_ Email:
Years in Sweet Adelines, Intl.:	Years in Region 19:
Chapter Service/Accomplishments:	
Regional Service/Accomplishments:	:
International Service/Accomplishm	ents:
, 1	mmarize why you believe this individual should be ward of Distinction in Achievement and Service.
Individual submitting nomination:	

Name:	Phone:
Address:	Email:

Please submit completed form no later than March 17, 2014 to Sarah Nainan-Newhard Norma Moore Award Selection Committee Chair syuki63@gmail.com

ATTENTION: CHAPTER OFFICERS

ENTER NEW AND TRANSFER MEMBERS ONLINE!

No need to send in an application (by mail, fax or email) any longer! The Members Only section has been modified to include a new interactive form that will allow you to add new and/or transfer members to your chorus at your convenience. Online payments must be made through the new automated form in order for new members and transferring members with an open invoice to be submitted and processed. **All chapter officers are now responsible for using this new online form.**

To get started:

- Login to the Members Only section
- Click on More Member Options to access the main menu
- Click on Chapter Activity/Reports (formally labeled Chapter Member Reports)
- Click on the new link for Add/Transfer/Update Members

This new link will bring you to a page where you can click on Add New or Transfer Member. Please click on, review and save the following URL for more detailed instructions and helpful tips on using this new form:

http://www.sweetadelineintl.org/filesSite/NewTransferFormOnlineInstructions.pdf.

This page also includes your current membership list where you will be able to access a profile page for each member (by clicking the pencil icon to the right of the member's name). Chapter officers are strongly encouraged to utilize this list to make updates to member profile information as needed.

NOTE: Do not use this automated form to reinstate former or expired members – you will need to contact the finance department at <u>emilyg@sweetadelineintl.org</u>.

NEW ONLINE MEMBERSHIP CARDS!

All Membership Cards are now available online in the Members Only section! Chapter Officers can access each member's card by going to the Chapter Activity/Reports page from the Main Menu and then clicking on the new link for Add/Transfer/Update Members. Each member will have a clipboard icon next to their name. Please click on that icon to pull up the Membership Card and letter. To print this page: click on the Export icon at the top left hand side, click PDF from the drop down arrow and click Export.

NOTE: New membership cards will no longer be mailed to chapter officers.

We hope these new methods for processing your new and transfer members will be helpful and convenient. Please contact the membership department with any questions or concerns at <u>member@sweetadelineintl.org</u>.

Thank you for the time and commitment you devote to our organization. You are truly appreciated!

Sincerely, The Communications and Membership Department Joey Mechelle Stenner Ann-Marie Dowling Janine Ross Linda Davis

DIRECTOR'S GUIDE TO WORKING WITH YOUTH



LORI DECTER WRIGHT

AVAILABLE NOW! CHECK OUT THE NEW DIRECTOR'S GUIDE TO WORKING WITH YOUTH (LINKED BELOW)! THIS HANDBOOK ADDRESSES THE VARIED ISSUES, POTENTIAL PITFALLS AND ULTIMATE REWARDS IN WELCOMING YOUNG WOMEN INTO A SWEET ADELINES INTERNATIONAL CHORUS. LEARN FROM EXPERIENCED DIRECTORS WHO SHARE THEIR KNOWLEDGE AND OFFER PRACTICAL TIPS.

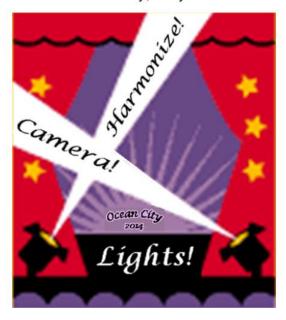
CLICK HERE:

<u>HTTP://WWW.SWEETADELINEINTL.ORG/IMGUL/FILES/DIRECTOR'SGUIDETO</u> <u>WORKINGWITHYOUTH.PDF</u>.

THIS LINK IS ARCHIVED IN THE EDUCATION CENTER IN BOTH THE DIRECTOR/QUARTETS SECTION AND THE YOUTH SECTION.

2014 Regional Convention

Ocean City, Maryland



Forms Deadlines

All Forms and Fees must be received by the date(s) indicated

Due Date	Form Name	Send to	Payment Required	Mail / Email	Completed Date
3/10/2014	Registration	Barb Kelly	Yes	Mail	
4/1/2014	Late Registration	Barb Kelly	Yes	Mail	
3/10/2014	Housing	Marie Decker	No	Email	
3/10/2014	In-Chapter Host	Cheri Bowers	No	Email	
3/10/2014	Photography Orders	Cheri Bowers	Yes	Mail	
3/10/2014	Chorus/Quartet Video Orders	Eve Sclawy	Yes	Mail	
3/10/2014	Director Video Orders	Eve Sclawy	Yes	Mail	
3/10/2014	Special Assistance Request	Eve Sclawy	No	Email	
3/10/2014	Function Space	Helen Watt	No	Email	
3/10/2014	Rehearsal Request	Linda Brown	No	Email	
3/10/2014	Qt/Chorus Open Div Cue Sheet	Eve Sclawy	No	Email	
2/24/2014	Quartet Entry Blank**	INTERNATIONAL	Yes		
2/25/2014	Chorus Entry Blank**	INTERNATIONAL	Yes		
3/3/2014	Draw for Order of Appearance	INTERNATIONAL	No		
	Competing Member List***	Bring to Chorus Briefing	No		

** These forms are sent from International. These forms must be RETURNED to International with the appropriate payment.

***This form is received from International. This form MUST be completed, signed by the appropriate officials and TWO copies must be brought to the chorus briefing in order to compete. The form supplied by International MUST be used.

A column has been added for your convenience to keep record of when you have sent in the forms.

SOME INFORMATION FOR 2014 REGIONAL CONVENTION

Please take note of the following:

- 1. Seating will be by random drawing.
- 2. Prices will be as follows:

AEB ~ \$75.00 for all, including CAL, MAL and Guests. Youth ~ \$37.50 Tickets for individual contest performances (age 16 and up) ~ \$25.00 Tickets for individual contest performances (age 6 to 15) ~ \$12.50 Tickets for Show of Champions (age 16 and up) ~ \$30.00 Tickets for Show of Champions (age 6 to 15) ~ \$15.00

- 3. There will be no bussing on Friday.
- 4. Only <u>one</u> chorus can be listed on badges.
- 5. Please read through the next pages to remind yourselves of the changes to competition:

Competition Changes – Looking Abead To 2014

By Marcia Pinvidic, City of Gardens Chorus, Region 26

Excitement is building regarding the upcoming changes to the competition system. Along with this anticipation are many requests for more information. The official materials are being prepared for release next year. In the meantime, here is an outline of how the new system will work.

The changes at the regional level affect the Evaluation Only performances. We have many quartets and choruses who love to perform and may not necessarily enjoy the competitive aspect of contest. The changes have been designed to give competitors more opportunity for success. There will be three options available for all competitors: The Open Division, The International Division and Evaluation Only.

The Open Division

The Judge Specialists, Education Direction Committee and International Board of Directors are aware that many quartets and choruses entertain in their communities with wonderful performances and shows. They have reached a level of confidence that is not always evident in the competition venues. The goal is to encourage these performers to bring their performance confidence to the competition stage and to elevate their barbershop skills at the same time. The method that was chosen to accomplish this is the Open Division (Evaluation Only) at the regional level.

The Open Division will be added to the regional competitions starting with the regional contests in 2014. Quartets and choruses who wish to perform for Evaluation Only may opt to perform an entertainment package consisting of a minimum of one competition song along with other songs and material for a maximum of ten minutes.

This ten-minute entertainment package will be evaluated with comments written using the following criteria:

- Musicality
- Unity
- Theme/Script/Emcee

- Creativity
- Communication

A detailed description regarding the preparation of the entertainment package will be available in the updated *Judging Category Description Book* (JCDB), due to be published in October 2013. The description will follow closely and expand on the current information in the Performance Packaging section of the JCDB.

As with the current system used for Evaluation Only, letter scores will be given to performances in the Open Division. Each of the four judges will award one letter score for the required competition song identified by the competitor, and one letter score for the entertainment aspect of the entire performance. Each scoresheet will reflect two separate scores, but no total. For example:

Competition Song: C+ Entertainment Package: B-

To enhance the educational value of this experience, these letter scores will be published along with the regional tabulations of scores. Although no winner will be announced in the Open Division, quartets and choruses who choose this option can see how they compare to others in the same division. This information will also help regional leaders identify educational needs of the region.

To reinforce the value of the entertainment aspect of our art form, each regional competition will grant the Audience Choice Award. This award will be given to the Open Division performer who receives the most votes from designated members of the audience. The Audience Choice Award replaces any regional award of a similar type and will be the only award given in the Open Division.

Quartets and choruses participating in the Open Division and who are also competing in the semifinals or Harmony Classic at International Convention are not eligible for the Audience Choice Awards.

The method for choosing the recipient of the Audience Choice Award is modeled after that used in the International quartet and chorus finals and Harmony Classic, and will be outlined thoroughly in the *Competition Handbook* that will be updated and published in 2013.

Evaluation Only

Regional quartets and choruses who wish to perform two competition songs for Evaluation Only may choose this option. As with the current system, they will receive level scores.

International-bound quartets and choruses have the option to perform for Evaluation Only and receive feedback on their performances as they prepare for International Competitions. They may choose the traditional two-song package or perform a ten-minute entertainment package.

The Evaluation Only performances will not be eligible for the Audience Choice Award, and results of these performances will not be published.

The International Division

Regional competitors who choose to perform in the traditional competition will compete in what will be known as the International Division. Judges will score these performances using the current system. Two competition songs are judged and numerical scores awarded. Contestants will compete for placement in the regional competition and International awards, including A and AA placements. These performances will determine eligibility for International competitions – quartet semifinals, chorus semifinals and Harmony Classic Divisions A and AA.

To summarize the choices at the regional level, beginning in 2014, will be:

- Open Division for evaluation only — one competition song in a ten-minute entertainment pack age for level scores
- Evaluation Only two competi tion songs for level scores
- International Division two competition songs for numerical scores

Currently, the Music Services Department at International Headquarters works with regions in the planning of regional competition. This will continue as the changes are introduced. All rules and details will be available in the updated Judging Category Description Book, Competition Handbook and other competition materials. Instructions for the Audience Choice Award will be provided as well.

Regions who offer alternate riser configuration will be able to continue that practice. The draw for order of appearance will be done according to each regional plan, as is the practice now. The draw will be done in such a way that those regions offering this option will be required to do only one riser change.

Experience tells us that the additional time required for the ten-minute packages is unlikely to create a major change in the length of the competitions since it adds only three minutes to the current seven-minute allotment for each competitor who chooses this option.

International Competition Changes

Changes to the international competitions affect the International finals packages for Harmony Classic competitors, quartets and choruses.

Beginning in 2015, at the International competition in Las Vegas, the entertainment package for the Harmony Classic competitions, quartet finals and the chorus finals will be a 12-15 minute package, consisting of a minimum of one competition song combined with additional songs and material.

The competition song identified by the competitor will be awarded a maximum of 100 points per judge, and the overall performance will be awarded a maximum of 100 points per judge. The score for the entertainment package will include the competition song evaluated with the other elements as part of the overall package.

The current practice of awarding ten (10) bonus points will be discontinued. The possible total from each judge will be 200 points. The accumulative perfect score will be 3200 points. There will be no change to the qualifications for directors to achieve Master director and Master director 700 designation, since the qualifying scores for these achievements are currently based on the total score excluding the bonus points. The evaluation of the competition song will be done as it is currently. It will be specific to each category. The entertainment package will be judged overall by all judges and will include the five areas identified in the Regional Open division.

The finals package evaluation will be reflected on each scoresheet as shown in this example:

Competition Song	88
Overall Entertainment Score	85
Total	173
m1 1 1 111 1 1 1 1	

The judges will be trained in the evaluation of the entertainment package beginning in July 2013.

In summary, the timetable for the changes is as follows:

March to May 2014

- Regional competitions
- Open Division option to per form ten-minute entertainment package
- Audience Choice Award
- International Division competition for awards, placement and qualification

October 2015

- International competition
- Quartet and chorus finals and Harmony Classic require a mini mum of one competition song
- Bonus points system eliminated A final note: What stays the same is

as important as the changes.

 Evaluation Only performances, including those in the Open Division, will meet the onceevery-three-years requirement for choruses in regional con tests. The changes have been designed to give competitors more opportunity for success.

- Judges will continue to use cur rent scoring levels.
- Competitors will still sing two competition songs to qualify for International awards, re gional placements and entrance to International contests.
- Semifinalists at International competition will still sing two competition songs, and the top ten will qualify for the International quartet and chorus finals.
- All elements in each of the four categories will remain the same. The requirement for music that qualifies as strong competition material will be as outlined in the current Music category.

This emphasis on the competition song gives support to the existing Music category requirements and will ensure the survival of the barbershop song and the traditional art form, which is and will continue to be a priority of Sweet Adelines International. **pp**



Sweet Adelines International is proud to announce an all-new contest for youth choruses. The contest will be by video (DVD) submission and held on June 1, 2013. Awards include cash prizes of \$1,000, \$750 and \$500 for the first, second and third place winners. All three winners also will receive a copy of the Young Women in Harmony Competition Music Folio. For more information, please email music@sweetadelineintl.org

Pride of Baltimore Chorus Annual Tea

్రాజ Featuring

English Tea Selections Delectable Finger Sandwiches Scones ~ Desserts Boutique and Raffle

> Saturday May 17, 2014 12:00 p.m. to 3:00 p.m. Doors open 30 minutes prior to seating

> > St. Demetrios Greek Orthodox Church 2504 Cub Hill Road Parkville, Maryland 21234

\$28 Donation per person. For Ticket Information and Reservations, Call Jackie at 410-789-7172.

Sponsored by the Pride of Baltimore Chorus www.prideofbaltimorechorus.com

Coming to Baltimore in Fall 2014 The One-Time-Only Musical Event You Won't Want to Miss

HARMONY ON THE HARBOR FEATURING

Bling! * Frenzy * Growing Girls * GQ Lunch Break * Lustre MAXX Factor * Rönninge Show Chorus Speed of Sound * Spritzer * Vocality

Monday, November 3, 2014 8:00 p.m. Joseph Meyerhoff Symphony Hall

Preceding the SAI International Convention

HOSTED BY Pride of Baltimore Chorus & The Alexandria Harmonizers TICKETS ON SALE SUMMER 2014 www.prideofbaltimorechorus.com/events/harmonyharbor2014

YOU'RE INVITED ... TO BID TO HOST 2015 REGIONAL CONVENTION OCEAN CITY, MARYLAND

April 23-26, 2015

DEADLINE: March 1, 2014

SUBMIT COPY OF BID FORM TO:

Liz Danielski, Events Coordinator 3010 Oak Drive Sinking Spring, PA 19608 610-670-5516 (H) 610-320-4209 (W) 610-468-0728 (C) <u>hotpbari@comcast.net</u>

<u>NOTE</u>: According to Regional Standing Rules (Sec. 9, A1, 2, 3), in order to be eligible to bid for this Regional Event, your chorus must be in good standing with the Region and International, and may not have hosted a Regional Convention more than once in three years, unless no other chorus was willing to host that event.

TIC DAT-MOUNTAIN REGION BIDDING	REGION # 19 FORM FOR 2015 CON	VENTION
Please complete this form in duplic (1) for your chorus files.	cate. Forward one (1) copy to the Ever	nts Coordinator, and keep one
	23-26, 2015 Location: Location:	
	ordinator:	
Phone No(s):		
Number of members in Chor	rus: Number expect	ted to participate:
Would someone from your C Regional personnel?	horus be available to inspect the	e Convention site with
	perience in the last five (5) years Summer:	
Fall:	Convention:	
 List any other Chorus press 	ojects during the last five (5) yea	rs that would qualify your

2. Why is your Chorus interested in Hosting a Regional Convention? (Please use the back of this form if additional space is needed).

Name of Chapter member chairing this Event:	
(Region #19 requires that you appoint a single chair prior to bidding.)	

Date: _____ Chorus: _____

Chorus to Host a Regional Convention:

Signature (President/Team Coordinator)



REGIONAL CONVENTION

Brief Summary of Host Chapter Duties

To help your chapter decide if you would like to host a Regional Convention, here is a brief summary of the responsibilities. The Regional Convention Steering Committee (RCSC) will provide the successful bidder with complete job descriptions. **Please remember that you must submit one copy of the bid form to the Events Coordinator.** If you have any questions, please feel free to contact the Events Coordinator.

> Liz Danielski, Events Coordinator 3010 Oak Drive Sinking Spring, PA 19608 610-670-5516 (H) 610-320-4209 (W) 610-468-0728 (C) hotpbari@comcast.net

AWARDS

Prepares medals, ribbons and certificates, Championship Quartet bouquets, and prepares backstage display area.

BOUTIQUE

Coordinates the preparation, display and sale of items for chapter profit at convention. May need to sell and/or man the Regional Sales table.

CHARMS

Proposes design for approval, orders and provides regional charms for sale at Convention.

GIFT CHAIR

Prepares token gifts for judging panel, panel secretary and director recognition.

REGISTRATION

The Regional Tech Writer will do the actual printing of the registration badges. She will provide you with the name badges/holders and labels for the registration packets. Host Chapter is responsible for preparation of registration packets for all members, guests and VIP registrations, and coordinates set up of registration desk for convention weekend. "Goody bags" are optional.

SECRETARY

Records and distributes minutes of all Host Chapter Convention Committee meetings and forwards copies of same to CRC. Handles all correspondence for the Committee.

SIGNS

Make any additional signs and hang at hotels and competition facility, as directed by the Backstage Coordinator.

TICKETS

Handle individual ticket sales before and during convention. Maintain accurate records of amounts of tickets sold for each session.

TREASURER

Maintains accurate records of expenses and income for all transactions handled by the Host Chapter. Submits vouchers.

SET UP AND BREAK DOWN OF CONVENTION FACILITY

Provide workers to help set up and break down risers and other equipment at competition facility.

EFFECTIVE 2008

The Host Chapter fee has been increased to \$2,000.00; there will no longer be a portion of the outside ticket sales included in the financial offering for the Host Chapter. All profits from the Boutique belong to the Host Chapter.