

# THE EVERETT CHORALE HANDBOOK

The Everett Chorale Association  
PO Box 485, Everett, WA 98206-0485

Heather MacLaughlin Garbes, Artistic Director, 425-985-2606  
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Chorale website: [www.everettchorale.org](http://www.everettchorale.org)

## Welcome to the 2022-2023 Season!

The Everett Chorale Handbook contains a wealth of information about the operation of the Chorale and your participation in this outstanding organization. If you have additional questions, please ask your Section Leader or any member of the Chorale board.

### CHORALE MEMBERSHIP:

Membership in the Everett Chorale is open to all interested singers who can commit to the terms of membership and the effort required to keep pace with the musical progress of the ensemble. At times, enrollment may be limited based on balance between the sections and individual voices. All singers will have an initial and possibly subsequent voice assessments with the director to further guide their successful participation. The assessment is a non-threatening 8-10-minute process to give the director some idea of the vocal qualities and capabilities of individual singers. The enrollment and audition routine is as follows:

#### Enrollment/Membership:

The Everett Chorale is affiliated with Everett Community College and is part of their Corporate and Continuing Education Program. Information can be found in the Everett Community College Continuing Education catalog. You can register online at [www.everettcc.edu/ccec](http://www.everettcc.edu/ccec) or call 425-267-0150. See Costs below.

You will be asked to complete an Everett Chorale Member Directory and Skills Inventory that will be available at the first rehearsal of each quarter to provide needed information for the Board of Directors, section leaders and music librarian.

### AUDITIONS/ASSESSMENTS:

If you are new and pre-registered, email or call the director, Heather MacLaughlin-Garbes, [heather@garbes.net](mailto:heather@garbes.net) / 425-985-2606 to make an appointment. In many cases auditions are held around the opening events and rehearsals of the quarter. Assessment times are also announced during the first rehearsal of each quarter for those who have not yet auditioned.

Please appear on time for your assessment. Do not bring any prepared music. The director will vocalize you to assess range, color, and other vocal elements, then lead you through a short segment of sight-reading, rhythm, and pitch recall assessments. Having any difficulty with these components does not necessarily mean you may not join the Chorale but does give the director important information about the singer's ability to be successful as a Chorale member and may lead to specific guidance and advice for areas that require attention.

### **COSTS:**

An activity fee of \$75.00 is paid to Everett Community College each quarter. This fee includes a \$5.00 administrative fee for EvCC and the balance helps to cover the operational costs of the organization. A college registration form (available online at [www.everettcc.edu/ccec](http://www.everettcc.edu/ccec)) must be completed and the activity fee paid no later than the first rehearsal of each quarter. **Proof of registration is required to pick up your packet of music.** Once online registration has closed (usually by the 2<sup>nd</sup> week of rehearsal) you may register with the Chorale payable by check or credit card. If this presents a financial hardship, please discuss the availability of financial assistance with your section leader or a member of the Chorale board. Other costs include the purchase of new music (TBD each quarter), uniform black performance dresses or a tank top and palazzo pants for women, black tuxedos for men and black folders for music.

### **REHEARSALS:**

Rehearsals for the 2022-2023 Fall Quarter will take place at Our Savior's Lutheran Church at 215 Mukilteo Blvd. in Everett on Monday evenings from 7:00 PM to 9:30 PM, interspersed with a 10-minute break. Please be seated and ready to sing promptly at 7:00 PM.

Sectional rehearsals will be incorporated into the regular Monday evening rehearsal as needed. At times when the director dictates a seated arrangement, singers are asked to comply and to return to the same seats on subsequent rehearsals. Occasional small group work might take place 15 minutes before or after rehearsal.

The Everett Chorale Safety Committee meets regularly to establish safety protocols to reduce the spread of Covid 19 and other diseases. See the latest Safety Plan located at [everettchorale.org](http://everettchorale.org). Click on Singers' Notes and select Forms and Resources.

### **ATTENDANCE:**

**Attendance at rehearsals is of the utmost importance for quality performances.** Please notify your section leader in advance if you will be absent and at the beginning of the quarter, if you have a conflict with the final rehearsal or concert call time. If more than **three** rehearsals are missed in the quarter or if the singer has a conflict with the final rehearsal or a concert call time, the singer, section leader, and director will confer, and the singer may be asked to excuse themselves from the performance, dependent on circumstances and at the discretion of the director. The attendance records will be maintained and monitored by the Everett Chorale Section Leaders in conjunction with the Chorale Director.

### **REHEARSAL ETIQUETTE:**

Maximum enjoyment of Chorale participation can be realized by all if members give their full attention to the director and the music, refrain from chit-chat with neighbors and listening carefully to all instructions. Have pencils out and marking music appropriately is expected as is use of rehearsal recordings or other practice, enough to retain progress made in rehearsals and address specifically challenging passages. Members all want

to have fun singing together and wish to experience a smooth flow during the rehearsal and steady progress in mastering their music.

**REHEARSAL TIMES:**

Regular weekly rehearsal Times are Monday evenings from 7:00 – 9:30 PM at Our Saviors Lutheran Church, 215 Mukilteo Blvd, in Everett.

FALL QUARTER	WINTER QUARTER	SPRING QUARTER
Monday, Sept 12	Monday, Jan 9	Monday, Apr 17
Monday, Sept 19	Monday, Jan 16*	Monday, Apr 24
Monday, Sept 26	Monday, Jan 23	Monday, May 1
Monday, Oct 3	Monday, Jan 30	Monday, May 8
Monday, Oct 10*	Monday, Feb 6	Monday, May 15
Monday, Oct 17	Monday, Feb 13*	Monday, May 22
Monday, Oct 24	Monday, Feb 20	Monday, May 29*
Monday, Oct 31	Monday, Feb 27	Monday, June 5
Monday, Nov 7	Monday, Mar 6	
Monday, Nov 14*	Monday, Mar 13	
Monday, Nov 21	Monday, Mar 20	
Monday, Nov 28	Monday, Mar 27	
	Monday, Apr 3	
	Monday, Apr 10	

\*Rehearsals are held on Monday evening holidays.

**FINAL REHEARSALS, PERFORMANCES, AND PUBLIC EVENTS:**

Our December final rehearsal and concert will take place at Our Saviors Lutheran Church, 215 Mukilteo Blvd. in Everett. Our April and June final rehearsals and performances take place at the Everett Performing Arts Center (EPAC), 2710 Wetmore Ave, Everett. Final rehearsal times may be extended as needed and call times for arrival before concerts will be announced.

### **CONCERT #1 –**

Final Rehearsal – Saturday, December 3<sup>th</sup>, 10:00 am – 1:00 pm

Concert – Sunday, December 11, 7:00 PM; 3:00 Performance. Call times TBD.

### **SEATTLE SINGS FESTIVAL –**

**October 29 10:00 AM – 9:10 PM**

Call time: 1:15 PM; Warm Ups: 1:35 PM; Performance 2:00 PM

### **CONCERT #2 –**

Final Rehearsal – Saturday, April 15 at EPAC

Concert – Sunday, April 16; Call time 1:30 PM; 3:00 PM Performance

### **CONCERT #3 –**

Final Rehearsal – Saturday, June 10 at EPAC

Concert – Sunday, June 11; Call time 1:30 PM; 3:00 PM Performance

### **MUSIC:**

Singers will purchase new music each quarter at a cost determined by the number of new pieces for that quarter. Pieces that are part of the music library will be returned after each performance as they are the property of the Everett Chorale Association.

Music packets are available at the first rehearsal. Present your Proof of Registration to the music librarian and be prepared to pay for your music by check, cash or credit card (this can be included in your registration fee if you are registering directly with the Everett Chorale) in order to receive a packet. Music on loan from the music library will be returned after each performance. Those pieces will be stamped and numbered so you will know which music is on loan. Without proof of registration, a packet may be lent to you for that rehearsal but must be returned at the end of the evening. If you are not registered by the 3<sup>rd</sup> rehearsal, you may be asked to excuse yourself until you have completed and shown proof of registration.

For **loaned** music, pencil may be used to mark the music but all marks, if possible, should be erased before returning the music. Please **DO NOT use a highlighter or ink or punch holes in the music.**

A black folder is required to hold music during performance and should be in program order. You can find folders on-line from many vendors. A few to check out are: <https://chandlermusic.com/>, <https://www.musiciansfriend.com/>, <https://musicfolder.com/>

A procedure for returning **loaned** music will be designated at the performance site and those pieces must be returned at the conclusion of the performance or whenever a member leaves the Chorale. In the event that a singer must drop out of the Chorale prior to the performance, the singer must return **loaned** music to their Chorale Section Leader or to another Chorale member or by mailing it to the Chorale mailing address listed on page 1.

## Concert-Wear Guide, 2022-2023 Season

To maintain a professional standard, we have chosen to present a uniform appearance at all performances.

Members of the Chorale are requested not to wear anything scented, in consideration of their fellow singers, at rehearsals and at concerts. This includes perfume, after-shave, deodorant, hand lotion and hair spray: please choose unscented products.

Singers have three costume options for our stage performances.

1. Black tuxedo with white shirt, black bow tie and cummerbund, black socks and shoes.  
You may find an inexpensive used tuxedo at formalwear shops or thrift shops.

For the December concert(s) you will need a bright red bow tie with matching cummerbund. At the beginning of the concert season, a bulk order will be placed for the red accessories. Please inform your section leader if you need a set. The cost will be around \$15 per set.

2. Georgette dress (8650) with Amadeus jacket (8718), purchased from Stage Accents.
3. Glory palazzo pants (4629) and Glory tank top (4626) with Amadeus jacket (8718), from Stage Accents.

For options 2 and 3, a single strand pearl necklace (approximately 16-18" long) will be worn. The necklace should lie above the edge of the dress/tank top you are wearing. Pearl earrings with no sparkle and no longer than one inch are optional. Black shoes with closed toes are required. Black pantyhose/tights are required with the dress (Option 2) because of the back slit; knee-high black hose OK with the palazzo pants (Option 3). These garments are machine-washable.

Your dress/palazzos will probably need to be shortened. Long dresses and palazzo pants must be hemmed to 2" off the floor, neatly sewn and pressed, when wearing performance shoes. Please consult the wardrobe coordinator if you are unable to affect a neat hemming job.

The cost of outfits from Stage Accents including shipping is approximately \$130; there is a surcharge for the larger sizes. See size charts on next page.

If you cannot afford performance wear, please speak with your section leader or the Wardrobe Coordinator. He/she can assist you in locating and purchasing the required formalwear.

**Please allow ample time** (4-6 weeks) for delivery and re-hemming.

If you choose to no longer sing with us and if you choose to offer your concert wear for resale, please talk with the Wardrobe Coordinator. She will take down the details of your size, etc. and make the garment available to a singer who wishes to purchase it. Resale price for the dress option or the palazzo option is usually \$50.

### Wardrobe Coordinator contact information:

Sharon Lawrence (Alto I)

206 372-5811 cell or text

Ordering from Stage Accents: You may order online at [www.stageaccents.com](http://www.stageaccents.com) or you may phone your order in at 1-800-631-1611.

DRESS OPTION	STYLE #	USE SIZE CHART	PRICE
Amadeus jacket	8718	<b>A</b>	\$ 36.00
Georgette dress	8650	<b>C</b>	\$ 62.00
Shipping and handling (est.)			\$ 30.00
<b>TOTAL</b>			<b>\$ 128.00</b>

PANT OPTION	STYLE #	USE SIZE CHART	PRICE
Amadeus jacket	8718	<b>A</b>	\$ 36.00
Glory tank	4626	<b>A</b>	\$ 32.00
Glory palazzos	4629	<b>A</b>	\$ 36.00
Shipping and handling (est.)			\$ 30.00
<b>TOTAL</b>			<b>\$ 134.00</b>

**SIZING INFORMATION**

Please determine your size by taking measurements with the tape held snug but not tight, over a T-shirt or your undergarments. Have these numbers available when you place your order. See the size charts below.

Bust \_\_\_\_\_ Waist \_\_\_\_\_ Hips \_\_\_\_\_

Use **Chart A** to order the **Amadeus jacket, Glory palazzos and Glory tank top**.  
 Note: There is a \$5 surcharge for each item sized 2X and above.

Ladies' Formal Separates

CHART A	Order Size	XS	S	M	L	XL	2X	3X	4X
	Bust	28-30	32-34	36-38	40-42	44-46	48-50	52-54	56-58
Waist	22-24	25-27	29-31	33-35	37-39	41-45	46-48	49-52	
Hips	30-32	34-36	38-40	42-44	46-48	50-52	54-56	58-60	

Use **Chart C** (below) to order the **Georgette dress ONLY**.  
 Note: There is an \$8 surcharge for each item sized 20 and above.

Formal Dresses and Separates

CHART C	Order Size	2	4	6	8	10	12	14	16	18	20	22	24	1X	2X	3X
	Bust	28	30	32	34	36	38	40	42	44	46	48	50	52	54	56
Waist	25	26	27	28	30	32	34	37	39	41	44	46	48	50	52	
Hips	35	36	37	40	42	44	46	48	50	52	54	56	58	60	62	
Skirt Lth	45	46		47		47		47		47		47		47		

Items come with standard lengths as listed and accommodate most members and will require hemming. Tails are available with an additional 3" length for \$15. Size will fit only up to 1" over chart measurements. Please allow 4-6 weeks production time

**SOLOISTS AND INSTRUMENTALISTS:**

The director determines the nature and composition of the programs. Soloists may be selected from within or outside the Chorale membership and auditions for solo parts will be announced in advance by the director. The Choral Arts Orchestra and other chamber groups made up of prominent local instrumentalists have accompanied many of the major works sung by the Chorale. Other soloists and music groups may be invited by the director to participate in our program.

**STAGE ETIQUETTE:**

The Chorale often performs on risers and will be in no way liable for injuries or death of a singer on or off the risers. A singer will notify the conductor of any reason they cannot be on a riser or cannot stand for the length of a performance and accommodations will be provided.

When entering or leaving the stage, performers should carry their black folders with their music in their upstage hand. Music should remain at their side until the director cues it to be raised.

When the orchestra or soloists are performing alone, do not follow along in the score unless directed to do so. Instead, turn pages to the next choral entrance and be prepared to sing on cue by the director.

Skipping to the next vocal section is greatly assisted by paper clipping pages together.

Singers should maintain eye contact with the director during performance. Singers should never chew gum on stage. Food, drink and cellphones are not allowed.

When entering EPAC for final rehearsals and performances, singers should enter through the rear loading dock and down the hall to the Anderson room, not through the main lobby entrance.

Singers should refrain from going into the EPAC lobby before performances and during intermission.

**SECTION LEADERS:**

Nancy Pates-Riches	Co-Soprano Section Leader	360-320-0940	npatesriches@yahoo.com
Dianna Williams	Co-Soprano Section Leader	530-330-1406	dianna.williams@bayalarm.com
Amy Sharkey	Alto Section Leader (temporary)	425-299-5380	ajnansel@gmail.com
Bruce Means	Tenor Section Leader	425-750-8996	bgmeans62@gmail.com
Bruce Means	Bass /Baritone Section Leader	425-750-8996	bgmeans62@gmail.com

**SECTION LEADER RESPONSIBILITIES:**

1. Introduce, welcome and integrate new singers into the section.
2. Take rehearsal and performance attendance and, in conjunction with the director, address any attendance issues.
3. Give musical suggestions to section singers under guidance of the director.
4. Be willing to address rehearsal etiquette with section members.
5. Serve as liaison between the singer and the director.
6. Attend to dress code concerns.
7. Provide accurate, alphabetized list of section members for the concert program.
8. Ensure that section is performance-ready to enter the performance stage.
9. Coordinate the after-performance reception with your members.
10. Assist the music librarian to collect music from section members at the completion of a concert as needed.
11. Serve on a telephone/email tree for emergency communication.

**EVERETT CHORALE ASSOCIATION BOARD:**

The Board is composed of volunteers who are vitally interested in the success of the Chorale. Their task is to ensure the smooth operation of the business and organizational aspects of the Chorale, including budgeting and financial support, marketing, correspondence, policies and providing as much assistance as possible to the director. The Board meets the second Tuesday of the month (except for December, July and August) at 7:00 PM at Our Savior’s Lutheran Church at 215 Mukilteo Blvd. Meetings are open to all Chorale members.

**THE EVERETT CHORALE BOARD FOR 2021-22 IS:**

Cheryl	Grohn	President
Peggie	Thompson	Vice President
Mary	Lamb	Treasurer
Judith	Bernier	Secretary
Paul	Brandstetter	
Patty	Chatterton	
Shauna	Croft	
Sharon	Lawrence	
Laurie	Montminy	
Gail	Miller	
Amy	Sharkey	
Eric	Wallace	



Heather	MacLaughlin-Garbes	Artistic Director and Ex-officio member ECA
Taylor	Clarke	Artistic Director and Ex-officio member SCYC

Board Meetings: 2nd Tuesday of each month at 7:00 PM via Zoom. The board president will provide a link for board members to access the meetings, usually the day before the board meeting.

Tuesday, Sept 13	Tuesday, Jan 10	Tuesday, Apr 11
Tuesday, Oct 11	Tuesday, Feb 14	Tuesday, May 9
Tuesday, Nov 8	Tuesday, Mar 14	Tuesday, Jun 13

**TICKET INFORMATION:**

Please refer to the [Ticket Link](#) for [order forms for our season](#). For concerts outside the regular season check the [Special Performances](#) page. For special **Ensemble Sing-Out Performance** information, information will be given through the Chorale’s email bulletin and announced on our website and through social media.