



MEMBERSHIP POLICY

1.0 Definitions

Active Member: Individual dues-paid, playing member

Provisional Member: Prospective member considering joining the Band (dues not paid)

Inactive Member: Dues-paid members currently on leave, terminated members

2.0 Membership Dues

Upon earning membership in the Lone Star Symphonic Band, active membership status must include full payment of annual dues as noted below. The amount of annual dues payable to the Band by members shall be determined by the Board of Directors. [*Bylaws Section 3.02*]

2.1 Membership Rates

The established rates for membership dues are as follows:

Full year membership	\$50/year
Members joining after July 1	\$25
High school students	\$25/year
Life member	\$1,000 (payable over 4 years)

2.2 Payment Due Date

Membership dues run on a calendar year from January 1 through December 31. Dues for the new year are payable beginning January 1 and are due within 30 days or due prior to participation in the first scheduled performance, whichever occurs first. Dues for members joining after January 1 are due 30 days after attending the first rehearsal or due prior to participation in the next scheduled performance, whichever occurs first. Dues not paid by these cutoff dates will be considered delinquent.

At the point where dues become delinquent, a letter will be sent from the Band Secretary requesting immediate payment. The individual's membership will terminate upon the failure to pay dues within 30 days of receipt of the delinquency letter. [*Bylaws Section 3.07(b)*]

The Board of Directors has the right to excuse a member from the payment of dues in a situation of financial hardship. [*Bylaws Section 3.07(c)*] The Board may also allow for the option of installment payments to be made. If installment payments are utilized, the individual will be considered a provisional member until the entire amount of dues has been remitted.



3.0 Rights and Privileges

Full active members of the Lone Star Symphonic Band have the right to vote in all membership meetings (annual or special) and obtain nominations and election to the Board of Directors or any Committee thereof. *[Bylaws Section 3.01]* Active members of the Band also have the right to participate in all rehearsals, performances, events, and activities. Members may not represent the Lone Star Symphonic Band in any official capacity without prior approval from the Board of Directors.

3.1 Voting Rights

In all duly called meetings of members, only an active member of the Band is entitled to one vote on matters brought before the entire membership. Voting at duly held meetings shall be held by voice vote. Election of Directors, however, shall be by written ballot. *[Bylaws Section 4.06]*

3.2 Folder Checkout

All participating members are issued a concert folder containing original copies of all sheet music to be performed. This folder must be returned to the Band Librarian at the conclusion of each rehearsal and performance. All markings on original sheet music should only be made in pencil. To keep the Band's music library intact, members are not allowed to take the band's sheet music home for personal use. Any music lost must be replaced by the member in order to maintain a complete set in the Band's library. In some cases, this may require the member to purchase an entire set of music, as single parts may not be individually available.

Active and Provisional members may check out rehearsal copies for practice and at-home use. All practice music must be returned promptly to the Band Librarian after each performance.

3.3 Performances

Eligibility to play a concert requires attendance at the last three rehearsals prior to the scheduled performance, unless he or she has received prior consent from the Section Leader. Any member who becomes ineligible to play a concert due to excessive absences or tardiness will be notified by the Music Director or Section Leader. For each scheduled performance, the Membership Committee will announce the rehearsal at which point ineligible members must not attend rehearsals until after the upcoming concert.



3.4 Social Events

The Membership Committee and Board of Directors may schedule various social events throughout the season such as picnics, sporting events, and receptions, etc., in an effort to build camaraderie within the Band. Unless otherwise specified, all social events are only open to current active and provisional members and families. Many of these events may even provide opportunities for members of the Band to perform in small ensembles as well as help secure fundraising for the Band. In the case of these events, the Membership Committee will provide sufficient notice to Members to form ensembles, prepare music, and coordinate volunteer opportunities.

4.0 Expectations of Members

Members of the Band are expected to make every reasonable effort to attend all rehearsals and performances, arriving on time and in the proper attire. Members are expected to prepare musically for all performances. Members are also expected to conduct themselves with collegial and respectful demeanor towards the Band, its members, Music Directors, and guests and abide by the requirements and regulations set forth in approved Band policies, Constitution and Bylaws. The Band will not tolerate any members using abusive, derogatory, or threatening language or actions directed toward any other member of the Band, the public, or otherwise engaging in any behavior disruptive to the mission of the Band. The Board will review any such behavior and consider appropriate action, including, but not limited to, dismissal from the organization.

4.1 Rehearsals

Regularly scheduled rehearsals are held on Sunday evenings from 7:00 – 9:00pm. Additional rehearsals may be called at the discretion of the Music Director. Members are expected to arrive on time and attend all rehearsals unless previously excused by their Section Leader. There may be occasional circumstances that arise regarding health, family, or work, where an absence may be necessary. Rehearsals are the only time allotted for the Music Director to prepare the Band for upcoming performances, therefore, all members should give the proper attention and respect to the conductor including keeping extraneous talking and playing to a minimum. Members should have all music adequately prepared prior to rehearsals to allow the Music Director the opportunity to further refine the musical selections.



4.2 Sectional Rehearsals

In order to adequately prepare for scheduled performances and playing events, it may become necessary for the Music Director or Section Leader to call for sectional rehearsals outside of the regularly scheduled full Band rehearsals. All playing members of the Band are expected to make every effort to attend all sectional rehearsals unless they have been expressly excused by their Section Leader. Sectional rehearsals are an important time for the individual sections of the Band to work on various aspects of the music that may not be possible during full Band rehearsals.

4.3 Musical Preparation

Members are expected to obtain proficiency over all music for scheduled performances. This will require individual at home practice outside of the regular rehearsal and sectional rehearsals. Members are expected to check out rehearsal folders from the Band Librarian and work on troubled sections and passages in preparation for the full Band rehearsal. Members should exercise individual discretion to determine when to play and when not to play in order to avoid noticeable mistakes that might hinder the quality of any performance.

4.4 Performances

The Band performs five regularly scheduled concerts annually, along with opportunities for additional paying and community outreach concerts. Members are expected to attend all performances unless excused by their Section Leader. Members with excessive rehearsal absences may be requested by the Music Director or the Section Leader not to play that concert. All members are expected to attend the three rehearsals prior to a performance in order to be allowed to perform with the Band, unless otherwise excused by the Section Leader. Members are expected to arrive on time and with the proper attire for the scheduled performance.

4.5 Punctuality

Members should arrive in advance of all scheduled rehearsals, sectionals, and performances so they are warmed up, tuned, and ready to play by the specified call time. Repeated tardiness will be addressed by the Music Director and Section Leader and may result in not being allowed to play in future performances.



4.6 Absences

Attendance will be taken by Section Leaders at each rehearsal and sectional. Members are expected to notify their Section Leader in advance of any anticipated absence from a rehearsal, sectional, or performance. Absences involving illness, unavoidable business/job conflicts, adverse weather or road conditions, or family reasons will be excused. Since the Band only has a limited number of rehearsals between performances, members should make every effort to attend all regular rehearsals and sectionals. Members may be dropped from the current active roster for excessive absences, unless they have notified their Section Leader that they are taking a leave of absence.

5.0 New Members

Membership in the Lone Star Symphonic Band is always open to new musicians. Interested individuals should first contact either the Vice President of Membership or Music Director to inquire about current section openings. If there are available openings within the respective section, the Vice President of Membership will provide the incoming guest information about the Band regarding rehearsal and performance schedules as well as a copy of the current approved membership policy. The interested musician will then be invited to attend an upcoming rehearsal of the Band. If the Band is within three weeks of a scheduled performance, the guest will be invited to play in the first rehearsal immediately following the concert. Complimentary tickets to the performance may be provided to the guest to allow them to get a feel for the Band, music selection, and talent level.

5.1 Auditions

The Band does not have formal auditions for openings that occur within the sections of the Band. However, all incoming musicians should sit next to their Section Leader during their first two rehearsals in order that the Section Leader may better evaluate the musician's playing ability for proper part placement within the section.

5.2 Section Limits

Currently there are no pre-identified limits on section size within the Band. Needs for various section sizes may vary depending on the type and style of music being performed; therefore all section sizes will be determined by the Music Director on a concert by concert basis. As potential new members inquire about the Band, the Music Director will notify the Vice President of Membership whether or not an opening exists within that particular section. If there is currently an opening, the Vice President of Membership will invite the musician to attend a future rehearsal. In the event that openings are not currently available, the musician will be contacted and asked to remain on a waiting list for future openings within the section.



5.3 Part Placement

Part placement and seating will be up to the discretion of the Section Leader and Music Director. The Section Leader and Music Director may change part assignments for each concert based upon the requirements of the music in relation to the musician's skill level. Members having concerns with part placement should initially discuss them with their Section Leader. If no resolution is reached, the musician should then meet with the Section Leader and Music Director in an attempt to resolve any outstanding issues. The ultimate goal of the Band is to have the right person on the right part, allowing for the most enjoyable performance for our concert patrons. It is not uncommon for members to perform on different parts within their section throughout the concert.

6.0 Termination of Membership

Membership may be terminated voluntarily by the member, or involuntarily by the Band. All rights and privileges of a member in the Band shall cease upon termination of membership as herein provided.

6.1 Voluntary Termination

A member may terminate his or her membership in the Band by providing such notice of termination to the Board President or Secretary personally or by mail (physical or electronic). If delivered by mail, the termination will be effective when sent. *[Bylaws Section 3.07]*

6.2 Involuntary Termination

The Band may terminate an active member's membership due to any of the following:

- Failure to pay annual membership dues 30 days after receipt of delinquency notice sent from the Board Secretary
- After providing the member with reasonable written notice and an opportunity to be heard either orally or in writing, upon a determination by the Board of Directors that the member has engaged in conduct materially and seriously prejudicial to the interests or purposes of the Band.



6.3 Leaves of Absence

Any member who expects to be absent from the activities of the Band for more than three consecutive weeks must notify their Section Leader that they need to take an official leave of absence. Leaves of absence must be sent in writing via mail or email to the section leader and Band Secretary at least one month prior to the start of the leave, except in emergency situations. A member's specific chair placement is not guaranteed upon return from leave. Any leave request exceeding 12 months will be considered a voluntary resignation. A member's failure to return to active status after the conclusion of an approved long-term leave will also be considered a voluntary resignation. Membership dues will not be refunded nor prorated during leaves of absence.

7.0 Section Leaders

Section Leaders are an integral part of the operation and overall success of the Band. Due to the limited rehearsal time between performances, Section Leaders play a key role in musical development and concert preparation. In some instances, an Assistant Section Leader may be appointed.

7.1 Appointment

Section Leaders are appointed at the start of each concert season by the Music Director. Interested candidates should participate in a Section Leader orientation. Opportunity for consideration as a Section Leader will require a written application and/or interview process.

7.2 Duties and Responsibilities

First and foremost, the Section Leader must fulfill the role of a "servant leader" to all members of the section by being available as a resource to each section member both during scheduled rehearsal and sectional times as well via telephone or email during the week. The Section Leader should maintain close communication with all section members to ensure that the member's musical needs are met.

7.2.1 General Responsibilities

- Exhibit sufficient technical skills on instrument and have an adequate knowledge of musical interpretation.
- Exhibit effective leadership skills in dealing with peers and fellow section members to encourage section camaraderie and support of each other's musical development, communicating any unresolved issues or concerns to the attention of the Music Director or Board member as appropriate.



7.2.1 General Responsibilities (continued)

- Exhibit ability to guide or teach section members in development of overall section ability and musicianship, promoting individual professionalism and musical awareness within the section.
- Promote individual musicianship within the section, allowing section members to grow musically.
- Evaluate all incoming section members for proper placement within section.
- Monitor progress of section members and make necessary changes in parts and/or seating assignments based solely on the needs of the section.
- Assign solos within parts if Principal is unable to perform and be prepared to play any solos in the absence of the designated soloist.
- Be responsible for monitoring, promoting, and recording attendance of section members at all rehearsals, sectionals, and performances.
- Support instructions given by the Music Director for the section and monitor their implementation for performances.
- Be knowledgeable of and ensure compliance with all approved Band policies and procedures.
- Will serve as a member in all functions of the Membership Committee.

7.2.2 Rehearsal and Performance Responsibilities

- Designate a volunteer within section to responsible for section music folders.
- Ensure that all section members have complete practice folders at all times.
- Designate a volunteer to ensure logistical setup of equipment prior to rehearsals and performances.
- Monitor tuning of the section.
- Monitor and record attendance of all section members at sectionals, rehearsals, and performances on a weekly basis.



7.2.3 Musicianship Development Responsibilities

- Serve as primary instructor for all scheduled sectional rehearsals.
- Aid section members in becoming proficient with all music, providing one on one coaching if requested.
- Promote unity and teamwork within section.
- Promote uniformity of sound and tonal quality within section.
- Promote and encourage individual practice schedule for each member of section.
- Encourage the goal of continuous musical development and technical skills improvement for each member of the section.

7.3 Removal

Section Leaders may be removed from their position and replaced at any time by the Music Director.

8.0 Membership Committee

The Band will establish a Membership Committee that will consist of various members of the Band to assist with all aspects related to membership, recruitment, and personnel issues (non-employee) within the organization.

8.1 Committee Membership

The Membership Committee will be chaired by the Vice President of Membership and will consist of the following individuals:

- Section Leaders
- Board Secretary
- Music Director (ex officio)
- Other active Band members willing and selected to serve on the committee

8.2 Duties and Responsibilities

Unless previously stated in this current approved policy, the Membership Committee will be responsible for the following:

- Maintain playing and voting roster of active members
- Welcoming and greeting all new incoming members
- Recruiting musicians in needed sections
- Planning social events and other opportunities for the current Band membership
- Empowering Band members to serve in various non-playing duties within the organization