



Huntsville Youth Orchestra Chamber Music Guidelines 2023-2024

Participation in the Chamber Music Program (CMP) is open to all students participating in either the Huntsville Youth Symphony, Sinfonia or Philharmonia. The CMP is designed to enhance and enrich the musical and educational experiences of HYO members.

Tuition & Payment

The cost for the 2023-2024 Chamber Music Program is \$50 for HYO members, and \$100 for non-HYO members. Payment by check or cash is preferred. If you choose to pay via Paypal, we ask that you pay an additional \$5 to cover the processing fee paypal charges us. Tuition should be received before the first rehearsal or coaching. Payment can be given to Taylor Barlow at rehearsals or mailed to the HYO P.O. Box.

Requirements & Eligibility

All ensembles must be approved by the HYO Music Director before coaching begins. Students may request to be in groups of their own choice, or request assistance from the Music Director. Ensembles must be composed of at least three musicians unless approved by the Music Director and must be from more than one family.

Chamber music participants may invite Non-HYO musicians to join their groups as needed, but at least half of the members of all chamber ensembles operating under the umbrella of the CMP must be members of the HYO. Non-HYO musicians must be approved by the Music Director and/or Executive Director.

Coaches

Coaches must be professional musicians and approved by the Music Director. Students may request a specific coach, or ask the Music Director for guidance in selecting a coach. Requests may be made in person, by email, or in writing. Coaching fees will be set at the beginning of the season by the HYO Board. A parent may not be a paid coach for a group where at least one of their children participates.

Group Coordinator

All groups are to select one parent to be the coordinator for the group. When a coordinator is decided upon, please notify the Executive Director of who that person is. The group coordinator is responsible for the following:

- Coordinate rehearsals and coachings with all students, parents, and coaches for the group

- Send weekly reminders of all rehearsals and coachings
- Book rehearsal and coaching venues
- Point of contact for the group
- Submit the Chamber & Coachings Form by the 15th of each month
- Take attendance at all rehearsals and coachings
- Notify the Executive Director of any issues within the chamber group
- Have the chamber group pick a name for the group

Rehearsals

Students, parents, and coaches are responsible for scheduling their respective ensemble's rehearsals and coachings. Groups are also responsible for securing a location for rehearsals and coachings. It is recommended that groups find a consistent weekly time that works for everyone and schedule all rehearsals/coachings well in advance. There must be two adults present (not from the same family) at each rehearsal/coaching to abide by the HYO's two adult rule policy.

Ensembles are expected to hold at least two rehearsals with a coach (coaching) and two rehearsals without a coach per month (minimum of one hour). HYO will pay for only two coachings per month from September 1 through April 30. It is highly recommended that coachings and rehearsals occur on alternate weeks.

The Chamber Music Rehearsals & Coaching Form must be turned into Taylor Barlow (hyo.exdir@gmail.com) monthly by the 15th of the month so that payment may be made by the treasurer during the first week of the month. **The group coordinator is responsible for turning in this form. This is NOT the responsibility of the coach.** The pay cycle runs from the 16th through the 15th of the month. This form must be signed by parents present at each rehearsal and the coach if it is a coaching.

Performances

Students participating in the CMP will be invited to play for community events as requests arise. The HYO expects each group to perform at least once a semester. This could include HYO events, civic functions, Symphony Guild events, nursing homes/assisted living facilities. **Students participating in chamber ensembles are expected to play at the Symphony Guild's Silver Tea, to be held on December 7th this year.** Most will be done on a volunteer basis, occasional functions may arise in which a donation to the group is offered.

The HYO Staff will maintain a list of those HYO chamber groups that would like to perform for weddings, etc. The HYO will refer to these groups when services are requested.

Some performance opportunities will be coordinated by the HYO but chamber groups are welcome to also coordinate their own additional performances. If the group performs at an

event not coordinated by the HYO, chamber groups are required to inform the Executive Director and Music Director of the performance in advance.

Attendance

All group members are expected to respect all Chamber Music Rehearsal and Coaching times decided on by the group. Every part in chamber music is crucial and is difficult for a group to make progress when a group member is absent. Illness or other urgent matters may arise beyond your control so please notify the group as soon as possible if you are unable to attend rehearsal or coaching.

Most coaches will have their own studio policy regarding cancellations and require payment for the coaching if it is canceled less than 24 hours in advance or forgotten. Coachings canceled less than 24 hours in advance are unacceptable and the group will be responsible for paying the coach for the canceled coaching time. **The HYO will not pay for missed coachings or coachings canceled less than 24 hours in advance. This will be the responsibility of the group as a whole or the individual that causes the group to cancel their coaching time.**

Sheet Music

The HYO has a library of chamber music that is available to the chamber groups. A request should be made through the librarian Dancy Fox (hyoassistance@gmail.com), who will make copies of the parts needed. Please communicate music needs to Dancy two weeks in advance when possible. These copies are to be returned when the group disbands or by the end of the year, unless the group decides to continue practicing over the summer and receives approval from the Executive Director.

The HYO does have some money available for chamber music if it is not already available in the HYO library. With prior approval of the Executive Director, the HYO will either purchase the music at the request of the coach or reimburse the coach. This music must be cataloged into the library before it is used.

Contact Info:

Taylor Barlow | Executive Director
hyo.exdir@gmail.com

Dancy Fox | Executive Assistant & Librarian
hyoassistance@gmail.com

Joseph Lee | Music Director
hyoconductor@hotmail.com