



Argus Singers: Information for Members

to help new members settle in ... and to remind others of what is expected

Expectations of Members

Subscriptions

The subscription rate is set at the Annual General Meeting (held in late April/early May): currently it is £25 per annum.

Members are expected to pay the Treasurer before the end of June by cash or cheque.

Members who join during the year are expected to pay by the rehearsal following their successful audition.

Rehearsals

We meet fortnightly (occasionally three-weekly) between early September and mid July on Saturdays from 2pm until 4.30pm.

Rehearsal dates are published on www.argussingers.org.uk and circulated to all by email.

Attendance

Membership is conditional upon regular attendance.

At rehearsals an apologies sheet is available listing forthcoming rehearsal and concert dates. Members are expected to submit apologies for non-attendance to the Secretary *in advance*: via this sheet.

Where something unexpected arises late apologies are expected to be sent by email or by WhatsApp message to the Secretary (who informs the MD).

Additional Practice

We have practice tracks for many of our pieces. These are on our website: from the home page follow the tabs: "[For Members](#)" then "[Practice Lines - by Number](#)".

These are useful for home practice, especially where rehearsals have been missed.

Concerts/Performances

The MD has the right to decide that a member cannot take part in a concert (e.g. because of missed rehearsals, joining late in the rehearsal season, having an outstanding subscription).

Choir members are expected to wear the correct uniform and use the Argus Singers folder for concerts:

Men: black shirt, black trousers, black shoes, coloured tie (provided by the choir).

Women: black skirt/trousers, black tights if the skirt is short, black top (long or short sleeved), black shoes, coloured scarf and butterfly scarf ring (both provided by the choir).

Communication Between Members

A contacts list of members is kept up-to-date by the Secretary and is circulated to members. It includes the name, address, land-line, mobile and emails of those members who have agreed to share this data (see Personal Data below). It is used for Choir related matters only.

There is an *Argus Singers WhatsApp* group which members can elect to join: it is used for Choir related matters only.



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Leaving the Choir

A member who leaves the choir is asked to formally notify the committee.

S/he must arrange the return of the set of music, the folder, the scarf and scarf ring or tie.

Choir Management

Committee

The committee is elected annually at the AGM.

The committee comprises: the Musical Director, Accompanist, Chair, Secretary, Treasurer, Publicity Officer, Music Librarian and two choir representatives.

The committee meets regularly during the year to discuss choir-related matters.

The constitution is available on our website. (From the home page follow the tabs: "For Members" then "Information for Members").

Minutes of the meetings are available to members: these can be requested from the Membership Secretary.

Any matters that a choir member wants to bring to the attention of committee can be done by liaising with a choir representative.

Communication to/from the Committee

The Chair and MD makes announcements as appropriate during rehearsals. In addition this information is sent by email to all members with this information and the website is updated.

Outside of rehearsals the Membership Secretary is the primary point of contact.

email: info@argussingers.org.uk.

The Membership Secretary sends information from the committee by email to all members. Letters are sent to the small number of members who cannot access email. (Use of email keeps our costs down).

WhatsApp is not used for formal communications. However, when an urgent email is sent, an equivalent WhatsApp message may also be sent to increase the chance of members seeing the information (e.g. for late cancellation of a rehearsal).

Personal Data

We require personal contact data so that we can keep members informed of choir activities, especially last-minute changes to concerts or rehearsals.

To comply with the General Data Protection Regulation (GDPR) we have (i) a privacy policy which outlines how we use and care for data and (ii) a consent form for members. These are available on our website. (From the home page follow the tabs: "For Members" then "Information for Members").