

Eastman-Rochester New Horizons Program, Rochester, NY

MEMBER HANDBOOK

September 2022



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Eastman School of Music
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<http://www.rocnewhorizons.org>

<http://www.esm.rochester.edu/community/newhorizons/>

Rehearsal Location:
First Unitarian Church
220 S. Winton Rd.
Rochester, NY 14610

Eastman-Rochester New Horizon Program
MEMBER HANDBOOK
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Eastman-Rochester New Horizons Program

MEMBER HANDBOOK

Introduction

The purpose of this handbook is to provide useful information to new members and to serve as a reference for all members.

Mission Statement

The mission of the New Horizons Program of Rochester, NY is to enhance the musical experience of adults by providing the opportunity for them to perform music in an ensemble. Embracing the concept that adults can learn to play an instrument or sing at any age, the program is open to beginning and experienced musicians of all levels. New Horizons provides opportunities for its members to grow musically and to enjoy rehearsing, playing, singing and performing with others.

New Horizons Philosophy

The New Horizons Program exists for the enjoyment of its members. Some members are just beginning a new instrument, while others are reconnecting to their past musical experiences or expanding their current musical experiences. Some members dedicate a considerable amount of time to practicing and musical study; others are more casual in their approach. Regardless of previous musical background and levels of ability and participation, all are welcome.

New Horizons is a member-centered program. Given that the program belongs to its members, the program's general direction is left to its members. The conductors, mentors, and the resources of the Eastman School of Music lend musical expertise and administrative support.

There are no auditions for the program. Members select the ensemble(s) in which they wish to participate. Consulting with conductors, section mentors and section members can be helpful in this process.

The social component of New Horizons is very important. Members socialize during breaks at each rehearsal and at social events held during the year. New Horizons camps and exchanges with other New Horizons groups outside of Rochester provide additional opportunities for socializing and performing.

New Horizons and the Eastman School of Music

Eastman-Rochester New Horizons is affiliated with the Eastman School of Music. Members pay tuition to the Eastman Community Music School which, in turn, pays for our music, our conductors, our mentors, and our rent to the church. Your identification card will give you free or reduced admission costs to most Eastman School concerts and recitals for which there is a charge to the public.

In the event of the dissolution of the Eastman-Rochester New Horizons Program all remaining assets after the payment of liabilities are to be donated to the Eastman Community Music School.

The Program

The Eastman-Rochester New Horizons program started as a single band in 1991. It has grown to include three bands, three orchestras, a chorus and a number of smaller ensembles. These smaller ensembles are based on particular instrument groupings and/or emphasize particular music genres. In general, individual members have led the way in creating these ensembles with a specific focus. Directors of these ensembles may limit participation in them based on size constraints or a player's ability to perform a group's typical repertoire. Additional information about all of the ensembles is available later in this handbook and on the website at www.rocnewhorizons.org

New Horizons Program Council

The purpose of the New Horizons Program Council (NHPC) is to facilitate communication and decision-making among the New Horizons members, the conducting staff and the Associate Dean of the Eastman Community Music School. The council discusses ideas, suggestions, and issues of concern expressed by the members. In addition, the council will act as an advisory group to the conductors. The meetings are open and New Horizons members are encouraged to attend.

The core membership of the Program Council is a representative from each ensemble and others who are interested in promoting its goals. Conductors and staff from ECMS are ex-officio members.

The officers of the NHPC are:

- Chairperson
- Secretary

The standing committees of the NHPC are:

- Band

- Orchestra
- Chorus
- Green Band
- Gifts & Legacies
- Holiday Party
- Publicity & Social Media
- Roster Maintenance
- Small Ensembles

See www.rocnewhorizons.org/theprogramcouncil for a list of offices, current office holders and committee members.

The Ensembles

The following sections includes information about the band program, the orchestra program, the vocal program, and the smaller ensembles.

The Band Program

The bands are open to both new and experienced players who wish to make music with others. Band members have many opportunities to perform at various venues in the community and at the Eastman School, including an annual spring concert at Kodak Hall at the Eastman Theatre. In addition, guest conductors such as the Music Director and the Principal Pops Conductor of the Rochester Philharmonic Orchestra may periodically volunteer to conduct a rehearsal of the combined bands. There are three main bands:

- Green Band - for beginning and inexperienced players, and those wishing to refresh their skills.
- Concert Band - for intermediate players.
- Symphonic Band is for more advanced players and expects a higher level of dedication and personal practice.
- From time to time the Concert and Symphonic Bands combine for rehearsals and performances.

Band Selection

The choice of which band to play in is left to the individual. Members should give careful thought about their own level of development as compared with the expectations of a particular band when making this selection. Consider that selecting a band that is well beyond your capabilities "to learn from better players" may not give the desired results and may negatively affect the band you have selected.

Concert and Symphonic Band members are expected to play in just one of these two bands, attending both the band and section rehearsals of their selected band. Certain exceptions may be made, at the invitation of the conductors, to meet critical needs of a band. You may switch from the Concert to the Symphonic Band or vice versa at any time.

Section Rehearsals and Mentors

Experienced Eastman School of Music students and/or musicians from the community act as mentors for the major instrument groups of the Concert and Symphonic bands. The weekly section rehearsals they conduct promote better playing together as sections and personal musical growth. Attendance is expected at section rehearsals as well as band rehearsals.

Parts Assignments

Where two or more parts exist for a section, these parts should be rotated among the players from piece to piece. It is important for all players to have the opportunity to play all parts, as all parts are important. The opportunity to play solos will also be shared. Any player will always have the option to decline a lower-numbered part or a solo. The mentors can help in establishing a fair mix of parts and solos.

Red Bands

The Red Band is an ad hoc band that has been assembled for a specific performance. It has a limited number of players - typically around 40. Each Red Band is made up of members from the Concert and Symphonic Bands who volunteer on a rotating basis to perform at outreach concerts throughout the community. The Gig Committee schedules concerts in collaboration with conducting staff.

Performances

The bands typically play three formal concerts a year, one in the fall, a holiday concert in December and one in May. This spring concert is held in Kodak Hall at Eastman Theatre.

Attire

- Winter season: Red shirt. Black below the waist. The red polo/golf shirts with the Rochester New Horizons Band logo are preferred.
- Summer season: Red shirt. Khaki below the waist
- Formal concerts: Men: dark jacket or dark suit, dark shoes and socks. Women: black top, black bottom, dark shoes

Concert Decorum

- All players should arrive at a concert venue with their music placed in performance order in a black folder. Players should arrive 30 minutes prior to the scheduled performance time.

- Courtesy demands that we remain quiet when conductors are addressing an audience. Talking among ourselves is distracting to the speaker, and can easily be heard by some of the audience, especially at Red Band concerts.
- Just prior to the start of a piece, raise your instrument to playing position at the director's signal (unless you will not be playing the first few measures).
- It has been said that the few seconds just before and just after a piece belong to the piece. At the conclusion of a piece hold your playing position until the conductor lowers his or her hands.

When invited to stand, face the front (not the conductor), don't fiddle with music, talk, etc. This is your "bow" and "thank you" to the audience for coming and applauding. Give it your full attention.

Personal Considerations

Name tags

Please wear yours! Remember that name tags help us get acquainted. Also, name tags are important to colleagues and medical personnel in case of an emergency. Please write your emergency information on the back of your name tag. Members are also encouraged to complete the Rochester New Horizons Emergency Information Form and keep it in the front of their music folders.

Rehearsal Courtesy

- Be ready, be in place, be warmed up and ready to play when the conductor is on the podium. If you must be late please wait for the end of the piece to be seated.
- Listen. When on the podium our conductors and mentors deserve our full attention. Save conversation for the break. If you need help, ask the conductor for help rather than your neighbor.
- Don't "noodle." Playing your instrument when the conductor or mentor has stopped is discourteous to the conductor and to those around you.
- Practice. Learn your part at home. Rehearsal time is the time for us to come together and improve as an ensemble.
- Move. At the end of a rehearsal, vacate your chair as quickly as possible so that you are not delaying the start of a subsequent rehearsal or delaying those who are replacing the chairs to the church's specifications.

Announcements

In order to maximize practice time, only announcements that are directly related to band activities may be made during rehearsals. Information about other activities may be put on the table in the rehearsal hall for band members to see.

The Orchestra Program

There are two components of the New Horizons Orchestra Program: a beginners and returning-to-the-instrument group and a symphonic orchestra/advanced string group. Each of these groups typically give two concerts each year—one in late fall and one in late May. Although private lessons are not required, a number of participants find them helpful. Lessons are available through ECMS. The groups are described below.

Beginning Strings

The New Horizons Beginning (Green) Strings is a program designed for adults who are either new to violin, viola, cello, or bass, or wish to brush up on their technical, musical, or ensemble skills. Sessions are in a class/lab format and address a variety of topics, including music-reading, rhythm skills, string technique, ensemble playing, and practice following a conductor. Participants are encouraged to share their questions, as well as their successes and struggles in practicing at each class meeting, as participants have much to learn from each other. Repertoire studied consists of common tunes, ensemble arrangements, technical exercises, and rhythm-reading exercises.

Advanced Orchestra

The Advanced Orchestra consists of brass, woodwinds, percussion, and strings, and draws players with some experience on their instruments. Repertoire includes originals or arrangements of primarily classical music plus lighter works by composers such as Leroy Anderson, Elmer Bernstein, Duke Ellington, George Gershwin, Henry Mancini, Andrew Lloyd Webber, and John Williams.

All Symphonic Orchestra players rehearse one morning a week, while string players also meet a second morning. This second, string-specific rehearsal can take the form of a sectional rehearsal of the full orchestra repertoire or can introduce music just for strings. Occasional pieces provide solo opportunities for wind, brass, or percussion players.

The Vocal Program

As a member ensemble of Eastman-Rochester New Horizons, the New Horizons chorus follows the philosophy and mission of the instrumental ensembles. We emphasize the joy of singing for beginners and more experienced alike. *“Humans are genetically predisposed to communicate through speech and singing, meaning that- with rare exceptions- anyone can learn to sing!”* - Clifton Ware. Also, we singers revel in the unique opportunity to use language/poetry to aid in expressing music.

Members of the New Horizons Chorus have a wide variety of vocal experience. Some singers have never participated in a choir but others have spent years singing in church and community ensembles. No matter where the member fits in, the New Horizons Chorus provides a setting

for an enjoyable experience and an opportunity to grow as a vocal musician. This is true for those who play instruments as well. Members of the New Horizons Band who also sing in the chorus report improved strength of breath control and increased lung capacity from regular singing.

Rehearsals

Rehearsals are foremost for enjoyment, but also to identify and practice those skills which will lead to performances that delight not only audiences but the singers as well. Another goal is to improve the speaking and singing voice of the members. Each rehearsal begins with physical movement intended to prepare the body for the production of vital tone. This is followed by work on a particular vocal skill such as breath control, vowel formation or articulation. These skills typically relate to the music being rehearsed that day. The rest of the rehearsal is spent studying music scores.

Repertoire

The chorus performs a wide variety of music for concerts often relating to a theme. The repertoire spans different time periods and a wide range of genres. There is a musical style for everyone.

Performances

The New Horizons Chorus performs in different venues throughout each semester, concluding with a recital performance at the Eastman School of Music. The chorus has performed in Eastman's Kilbourn Hall, Hatch Hall and Lowry Hall. It has also performed at the noon-time series *Eastman at Washington Square* and a wide variety of nursing homes in the Rochester area.

Small Ensembles

There are several special focus ensembles within the New Horizons Program. These are:

- The NH Big Band - Based on the 30s, 40s and 50's 17-piece big bands
- Jazz Ensemble - Also in "Big Band" format from a variety of jazz genres
- Antique Brass - Plays brass quintet arrangements
- Brasso Profundo - Tubas & Euphoniums
- Clarinet Choir
- Flute Ensemble
- Saxophone Ensemble

Building & Grounds Usage

The Eastman Community Music School rents specific rooms at First Unitarian Church for use by the New Horizons Program. It is important to understand that the rental agreement does not include the use of the church office or staff, copiers, or telephones. We need to respect all contractual obligations to continue a good working relationship with the church. Therefore, New Horizons musicians are expected to follow the guidelines in this agreement.

Arrival

- Please arrive on time.
- In consideration of the Winton Road Nursery School that meets every weekday morning, the front doors will be locked except as follows:

Tues & Thurs:	Unlocked between 8:15 and 9:15 AM
	Unlocked between 10:40 and 11:30 AM
	Unlocked between 12:15 and 12:30 PM
Wednesday	Unlocked between 8:15 and 9:15 AM
	Unlocked between 9:45 and 10:15 AM
	Unlocked between 11:00 and 11:30 AM

THOSE ARRIVING AT OTHER TIMES WILL NOT BE ABLE TO ENTER THE BUILDING.

- As of September 2022, masks are required inside the public areas of the building. In rehearsal rooms only, mask policy is set by the conductor(s).
- Food or drinks are to be consumed either in the rehearsal rooms or outside. No food or drinks (except water) are permitted in the sanctuary.

Parking

- Use the upper and lower parking lots on the north side of the building. The parking spaces marked for 15-minute use only are reserved for the Winton Road Nursery School student drop-off and pickup. These spaces are not to be used by New Horizon members or conductors.
- On snowy mornings, do not arrive before 8:30 am. The church staff needs time for plowing and salting the sidewalks and parking lot.

Entry & Foyer

- Enter the church through the main doors only. The side entrance is reserved for access to the Winton Road Nursery School.
- The hallway along the right (north) side of the Sanctuary is for the exclusive use of the nursery school as required by regulations. Do not exit or enter the Sanctuary via the doors that open to this hallway.

Sanctuary and Classroom Use

- New Horizons rents only certain rooms for rehearsals: Sanctuary, Gilbert Hall, and Rooms 211, 212, 217, 219, 220 224 and 228. Except for two ensembles, the rental period ends at 12:30 pm, at which time NH members must leave the building.
- Instrument cases should be kept either in the classrooms or in the Sanctuary, not in the foyer.
- The church makes available a few music stands for our use. Please return stands to the storage rack following rehearsals.
- Do not take food and beverages (except water) into the Sanctuary. Smoking anywhere in the church is prohibited

Church Staff, Office and Workroom

Only the New Horizons conductors and the New Horizons/Church liaison are to go into the church office. Members should see them if there is need for communication with the office staff. Feel free to contact Dave Teegarden, who is currently serving as liaison, at 733-9450 with questions or concerns.

Check for missing items in the **Lost & Found** bin in the workroom (located in the hallway past the door to the church office). We do not have access to anything else (e.g., copiers) in this room, including the storage of instruments or other items.

Weather Cancellations

For canceling New Horizons rehearsals on a Tuesday, Wednesday or Thursday, we will follow this procedure when cancellation appears to be a possibility:

- The conductors of the day and the Associate Dean of ECMS will make a decision by 7:15am.
- If rehearsal is cancelled:
 - The Associate Dean will contact Eastman School of Music, and the directors of NH ensembles affected on that day. The directors will then notify their groups, mentors and the church by email or other means
 - Some ensembles might have their own phone chains. If so, this phone chain should be enacted at this time
 - If you do not have email please make arrangements for someone to call you.

In Case of an Emergency

Report the problem immediately to the church office (the door on the left just beyond the main entry doors when coming from the Sanctuary). Ask the staff to call 911 if necessary.

There is a defibrillator and first aid kit near the mailboxes on the 1st floor. The defibrillator is to be used only by those trained in its use.

Websites

There are several websites with more information about the New Horizons program.

www.rocnewhorizons.org This website was developed and is maintained by members of the program with a variety of information about performances, musicians, conductors and mentors. Two highlights of this site are audio and video recordings of New Horizon performances and a member section that includes photos and short biographies of New Horizon members.

www.rocnhmusic.org This website is a repository for the sheet music used by several of the ensembles. Those ensembles not represented get their music from the conductor.

www.esm.rochester.edu/community/newhorizons/ This website is maintained by the Eastman School of Music. It also contains information about the various ensembles but also included the important links for registering to be in the New Horizons.

www.newhorizonsmusic.org The website for the New Horizons International Music Association (NHIMA) which provides networking support to the growing family of New Horizons groups worldwide.

New Horizons Logo Apparel

Apparel and other items with the New Horizons logo are available in a variety of styles, colors, and sizes. Purchasing any of these items at <https://rksboutique.net/new-horizons-1> or by going to Instant Monogramming at 1150 University Avenue, Suite #9.

Snowbirds

Many members spend the winter months in a warmer climate. Members who are gone four or more months are asked to notify the ECMS office by December, and they will be billed for the fall semester only. All are welcome to attend rehearsals for the balance of the school year at no additional charge when they return. Members are welcome to participate in the New Horizons spring concerts if they are able to attend several rehearsals prior to the concerts, feel comfortable playing the music, and will contribute positively to the ensemble.

Scholarships

Those seeking financial support may apply for a scholarship. Contact the Associate Dean of the Eastman Community Music School for details.

Appendix 1 – Our History

Founded in 1991 by Dr. Roy Ernst, the New Horizons Program of Rochester, NY is affiliated with the Eastman Community Music School, a division of the Eastman School of Music. Dr. Ernst taught at Eastman for 25 years and chaired the music education department for 12 years. He started the very first New Horizons Band at the Eastman School as a model program that would provide an entry point for group music-making for adult beginners and a comfortable re-entry point for adults who played music in their younger years.

From its modest beginnings in 1991, with a limited number of members playing under the direction of Dr. Ernst, the Rochester New Horizons Program has expanded and flourished. The Eastman-Rochester New Horizons Program has now grown to include a beginning, intermediate and advanced bands, two “big bands,” a beginning strings program, string and symphony orchestras, a chorus and several chamber ensembles. Enrollment has grown to over 200 members.

Rochester's model program led the way to an ever-growing number of New Horizons Programs. Currently, there are over 200 New Horizons groups in the U.S., Canada and abroad. Rochester New Horizons is a member of the New Horizons International Music Association (NHIMA), which provides networking support to the growing family of New Horizons groups worldwide.

See <https://www.rocnewhorizons.org/history> for more history information.

Appendix 2 – New Horizons Funds

Band Fund

The Band Fund (Concert Band and Symphonic Band) is made up of monies collected from coffee sales during breaks and honorariums received for Red Band gigs. The money is administered by the band members and Band Council. It is used for such things as social events, etc. It is administered by the Band Committee.

Phillip J. SanFillipo Endowment Fund

Established in August 2000, the Phillip J. SanFillipo Endowment Fund provides support designed specifically for students enrolled through the Eastman Community Music School. First priority will be given to support the activities and members of the New Horizons Band and Orchestra as long as those programs exist within the division.

New Horizons Program Fund

The Eastman Community Music School has created the New Horizons Program Fund to accept donations on behalf of the entire Rochester New Horizons Program and dispense monies to the program for its benefit. A complete copy of the Memorandum of Understanding that defines this program and how it is to be used appears below.

Memorandum of Understanding

Concerning The New Horizons Program Fund Revised March 2015

1. The Eastman Community Music School has created a fund for the benefit of the New Horizons Program, which is called the New Horizons Program Fund.
2. Gifts and bequests may be designated to The New Horizons Program Fund, with checks payable to the New Horizons Program Fund –Eastman School of Music. Contributions to the fund are tax deductible. The Eastman Community Music School will acknowledge contributions and notify the person designated when the contribution is made.
3. The funds in the New Horizons Program Fund will be administered by the Director of the Eastman Community Music School. The fund shall be used only for the benefit of the New Horizons Program.
4. Donors and members may make recommendations to the Director of ECMS regarding the use of gifts and bequests made in support of the New Horizons Program including, but not limited to scholarships, additional music scores and instruments, and other special purposes as deemed appropriate. The Director of ECMS, in consultation with the conductors of the New Horizons Program, will determine how the funds under \$500 will be expended. Any expenditure of \$500 or more would require the approval by a simple majority of the New Horizons Program Council representatives.

5. The Director of the ECMS will report in January of each year on the status of the Fund and how the Fund has been used to the members of the New Horizons Program.
6. Donations to the New Horizons Program Fund will be maintained in a Current Use Fund and routinely expended in the fiscal year in which they are received. Any unspent funds, however, may be carried over to the following year. These funds do not earn interest.
7. If the New Horizons Program Fund reaches or exceeds the University of Rochester's minimum endowment level for Eastman Community Music School, the Fund may be invested as part of the University's Consolidated Endowment the interest of which will be used to benefit the New Horizons program.

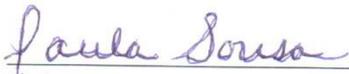
(Original Memorandum of Understanding approved by the Band Council in May 2008 and signed by Howard Potter, Kathy Weber and Ken Slining in April 2011)



Associate Dean and Director
Eastman Community Music School

9/21/2020

Date



Chairperson
New Horizons Program Council

9/21/20

Date