

# Eltham Concert Band

Eltham Concert Band Inc.  
www.elthamconcertband.org  
info@elthamconcertband.org

Eltham Community and Reception Centre, 801 Main Rd, Eltham Vic 3095  
PO Box 112 Eltham Vic 3095

## Information for New Members

Current as of July 10<sup>th</sup> 2024

Welcome to the Eltham Concert Band. We hope you will enjoy making music with us. Here is some information about the Band which may be of assistance.

### Joining the Band

Eltham Concert Band is a non-auditioning community concert band, and we would love for you to join us!

All the information you require to become a member of Eltham Concert Band is available on the band's website [elthamconcertband.org](http://elthamconcertband.org)

To apply to join the Band, please complete the [Application-for-Membership](#) also available on the band's website.

### Membership Rules and Information

The Band website contains detailed membership rules: [ElthamConcertBand-Membership-Rules](#)

Information available includes:

- Requirements of members
- Fees
- Health and Safety
- Child Safety Policy

### Health and Safety

Everyone's safety is of utmost importance. At band rehearsals and performances, please be aware and take reasonable care for your own health and safety as well as that of others who may be affected by what you do. Ensure that how and where you place your instrument and/or equipment is out of the way and does not hinder access or create a hazard for other band members.

Please take the time to review the Eltham Community & Reception Centre safety maps and any other relevant information. You should familiarise yourself with the emergency exits and procedures. If you have any concerns regarding health and safety, it is your responsibility to raise these concerns with a member of the Band Committee.

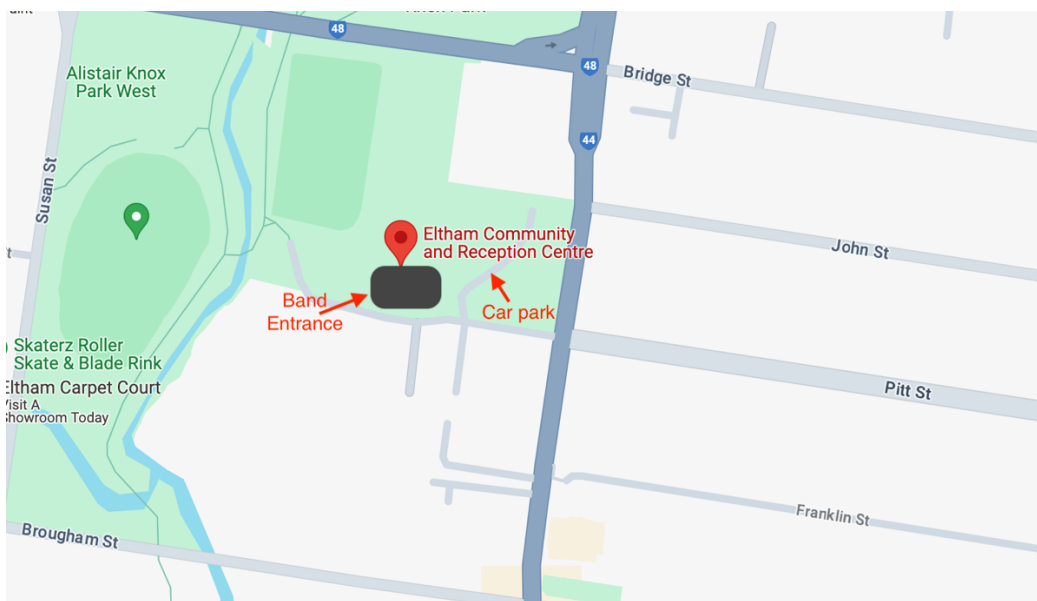
### Working With Children Check

The Band requires all members over 18 years of age to have a current Victorian Government Working With Children Check (WWCC), or equivalent. If you do not have a current WWCC, you will be permitted to attend up to 4 band rehearsals; however, your membership application will not be approved until the required WWCC has been received.

## Rehearsals

Band rehearsals run on Monday evenings from 7:45pm to 10:00pm at the Eltham Community & Reception Centre (ECRC), located at: 801 Main Road Eltham.

Entry to the car park is via Pitt St [View Map](#)



Access to the rehearsal area is from the rear of the ECRC building. The main double doors at the front of the building are kept locked at all times for security. To gain access, go to the left side of the building (when looking at the building) and go around to the loading dock at the rear. The door to the rehearsal room is beside the loading dock. If you have any difficulty finding the access door, please call: 0419 307 047



## Security

The Nillumbik Council requires us to maintain the security of the hall and ensure that only band members are allowed access to the hall while we are using it. When you come along for the first time, please ask for a band committee member and introduce yourself. As we will be expecting you and know that you are coming, we will welcome you into the rehearsal.

## **Attendance**

It is expected that members will attend the majority of band rehearsals. Members should arrive and have their instrument warmed up prior to the rehearsal start time. Members are also expected to remain and assist with the pack-down at the completion of the rehearsal.

The band website Member's Area has pages for attendance confirmation and apologies. Access to the member's page will be granted after you attend rehearsal for the first time. The website is the preferred method of notifying of your availability for rehearsals and concerts.

[members-confirm](#)

If you know you will be absent from a rehearsal, or concert, please advise the band as soon as practicable to allow for proper planning of rehearsals. The strongly preferred method of notification of absence is through the website Member's Area:

[members-apologies](#)

You should always ensure you are present for the last two rehearsals immediately prior to a concert performance.

## **Taking Leave**

If you intend to be away for any period greater than 4 weeks, you are requested to inform the Musical Director and Committee in writing by email to: [membership@elthamconcertband.org](mailto:membership@elthamconcertband.org)

## **Section Leaders**

Each instrumental section in the Band (Trumpets, Clarinets etc.) has a Section Leader. You will be introduced to your relevant Section Leader when you arrive at rehearsal for the first time. Your Section Leader will decide which chair you will be assigned.

Any queries or questions relating to music being rehearsed (not directly dealt with by the Musical Director) should be raised with your Section Leader.

## **Rehearsal Etiquette**

When rehearsal pauses for the Musical Director to address an issue, please be respectful and remain quiet to allow others to hear what is being said. Provide your full attention to the Musical Director as your section may be next to be spoken to regarding the music being rehearsed.

If you have a music question not related to the section of music currently being rehearsed, please save your question for an appropriate break during rehearsal.

Phones and other electronic devices should be left on silent and not used during rehearsal. If you are required to be available to respond to calls due to your work (e.g. if you are on call), please advise the Musical Director prior to the rehearsal commencing.

If for any reason you arrive late, you should enter the rehearsal area quietly and take your place only at a suitable break in proceedings.

## **Music**

All music is stored in large black music folders and is maintained by the Band Librarian. These folders are used at rehearsals and performances only. Original music must not be removed from these music folders. Practice parts are stored electronically and available via Dropbox. Access to the Dropbox folder for your instrument will be granted by the Band President once your membership is confirmed.

Every player is expected to practice between rehearsals. Any copies you make for individual practice purposes should be disposed of after they are used at a performance. Music may not be distributed without permission of the committee.

You may choose to store and read your music electronically via iPad/tablet etc. This is permitted and you should speak to the Band Librarian if you have any concerns or questions.

## **Instruments**

It is expected each band member will provide their own instrument; however, the band does provide percussion instruments.

## **Concerts**

The Band holds two major concerts each year, usually in May and October. Our concerts are normally held at the ECRC.

In addition, the Band also performs at various community events including:

- Eltham Farmer's Market
- Eltham Craft Market
- Bunnings Christmas Market

The final performance is normally Warrandyte Community Carols, usually held on a Saturday in mid-December each year.

## **Concert Dress**

Eltham Concert Band does not have a band uniform. Instead, we perform in "all black" concert dress.

- Black collared shirt or blouse
- Black pants or skirt
- Black socks or stockings
- Clean black shoes

On occasions when the Band may be performing outside, often without cover. A wide-brim dark-coloured hat is encouraged. You should also consider wearing sunglasses, especially on a bright day.

## Eltham Concert Band Committee

The committee, as of February 2024, is:

| Position            | Name                  | Instrument      |
|---------------------|-----------------------|-----------------|
| President           | Geoff Illing          | Bassoon         |
| Vice President      | Deborah Deakes        | Clarinet        |
| Secretary           | Hamish Butler         | Trumpet         |
| Treasurer/Librarian | Marnie Sier           | French Horn     |
| Committee Members   | David Jones           | Alto Saxophone  |
|                     | Dikki Webb            | Euphonium       |
|                     | Pat Gleadle           | Flute           |
|                     | Stephen Deakes        | Tenor Saxophone |
|                     | Liam Walker-Greenough | Percussion      |

The Committee usually meets every month between February and November of each year.

All committee positions are vacated at our Annual General Meeting, normally held in February each year. All financial band members are eligible and encouraged to nominate for the Band Committee.

### Communication

The Band's email address is: [info@elthamconcertband.org](mailto:info@elthamconcertband.org)  
The Band's website is: [elthamconcertband.org](http://elthamconcertband.org)  
The Band's postal address is: PO Box 112 Eltham Vic 3095  
The Band's social media: [facebook.com/ElthamConcertBand](https://facebook.com/ElthamConcertBand)

### Emergency Contacts

In an emergency, the Band's emergency contact is: Geoff Illing Ph: 0419 307 047

### Fees

Annual fees become due at the end of February, and you will receive an invoice from the Band.

Yearly Membership Fees as of February 2024 are:

- \$175.00 for full membership
- \$90.00 for concession

Prospective members are granted a maximum of 4 rehearsals as an introduction and "get to know you" period. By the end of the introductory period, you are expected to provide a completed application form via the band website.

Band fees will then be calculated on a pro-rata basis, depending on which month you join the Band.

## **Personal Information, Photography and Recording**

Please be aware that:

- at rehearsals and performances, photos of the Band and members are taken and are used for advertising or other purposes
- Audio recordings are made at major concert performances and some band rehearsals
- Your name and instrument will be listed in each concert program
- Your address, email address and phone numbers are stored in our membership database.
- We store your name and joining date in the membership register
- The details recorded on the original membership application form are kept electronically

Should you leave the Band, your information will be retained as *Past members* details.

## **Rehearsal Facilities**

At the rehearsal venue, the following facilities are provided:

- Music stands and chairs are provided for rehearsals and performances. If you require a special chair or music stand, you will need to provide this for your own use.
- Acoustic shields: The Band has a number of acoustic shields which are provided for instruments that sit in front of Trumpets and Trombones. If you feel you require an acoustic shield, please speak with a band committee member.
- Toilets are available and are located in the ECRC entrance foyer
- Kitchen facilities are available and used during breaks in rehearsal. Biscuits and tea/coffee are also made available. If you use these, please make a gold coin donation to cover the costs.

## **Car Parking**

The ECRC main car park, located closest to Main Road, is always open and available for parking. Disabled (DDA) parking is located at the rear of the building close to the loading dock and rear entrance door. There are also a small number of car parks available at the rear of the building; however, these are normally saved for band members with larger instruments (Tuba, Bari Sax etc.).

## **Playing with other ensembles**

We have many members who are also members of other bands and orchestras. You are welcome to perform with other ensembles. Please keep in mind that sometimes performance and/or rehearsal dates may clash. You must inform us, or the other band, as early as possible of any potential issues.

You also need to balance your home practice so that one band or orchestra's music is not prioritised over another.

## Most Importantly...

Enjoy your music.

