



**Members Handbook
2023–2024 Season**

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1. Welcome

Welcome to Glasgow Orchestral Society, Glasgow’s oldest amateur orchestra, and thank you for joining.

This booklet contains most of the things you need to know about the orchestra. You can also get up to date information from the website www.gos.org.uk

GOS is a Registered Scottish Charity, no. SC007359, and a member of Making Music (The National Federation of Music Societies).

The current subscription rate is £140(£50 student) if paid before 30th September 2023 or £150/£50 after that. Please pay electronically to the GOS Account at Bank of Scotland, Sort Code: 80-22-60, Account Number: 10735169.

History of the orchestra

The Glasgow Orchestral Society, founded in 1870, is an amateur symphony orchestra with about 70 members. We play a wide range of music, from the classical era to the present day, and have also commissioned works from eminent Scottish composers

such as John Purser and John Geddes. Programmes frequently include a concerto and we sometimes join forces with choirs.

2. Rehearsals

Rehearsals start in late August and occur on most Mondays from then until the end of the season in May or early June.

Rehearsals, at Maryhill Burgh Hall, 45 Gairbraid Avenue, Maryhill, Glasgow, start at 7:15pm, so please arrive at 7pm to help set up and tune up to allow for a prompt start. Please bring a music stand and pencil with you. Cellists and bass players must bring something to protect the floor from your spike!

Rehearsals finish at 9:45pm. Please help to put chairs away and, if you are able, help to put music and percussion instruments away. Thank you in advance!

If you are new to the orchestra, the leader of your section will place you on a desk and your sectional representative will ensure you have music.

The hall is modern and well lit and there is free parking on the surrounding streets. Any bus travelling along Maryhill Rd will also stop nearby.

Any spare parts which will not be used in a concert **MUST** be returned to the Librarian at the penultimate rehearsal. Unreturned music costs the orchestra money and these costs may be forwarded to you if you do not return music.

4. Concerts

There are usually four concerts a year, in October, December, March and May. Concerts are mostly in Glasgow but occasionally in other venues.

The orchestra hires various conductors each year and this year will be John Grant in October, Chris Swaffer in December, Robert Baxter in March and Nicholas Wilkes in May. Concerts usually commence at 7:30pm and there is usually a rehearsal in the venue on the afternoon.

Concert dress is usually all black for both Ladies and Gentlemen, but any variations will be communicated to everyone at rehearsals.

Some of the concert venues do not have ideal lighting and we recommend that all players have a music stand light for these events.

Most importantly, concerts aren't much fun without an audience, so please remember to display posters, advertise on Facebook or other social media, email your family and friends and **ENCOURAGE THEM TO BUY TICKETS!**

5. Committee Details 2023-2024 season

President	Judith Mitchell (clarinet)
Secretary	Diana McNeice (cello)
Treasurer	Diane Mackie (cello)
Librarian	Nicola Moyes (bassoon)
General members	Gordon Kibble (trombone) Ari Loughlin (double bass) Richeldis France (violin) Will Fuller (violin) Kirsten Thomson (leader/violin)
Making Music rep	Diane Mackie

Sectional reps:

Violin 1	Maureen Quinn
Violin 2	Fiona Kettlewell
Viola	Sheila Nicol
Cello	Nena Riches
Double bass	Ann Westwood
Woodwind	Gaynor Barradell/Simon Dennis
Brass & Percussion	Allan McPhee

6. Committee and non-committee roles

Always remember that all committee members are volunteers and any help is greatly appreciated. Committee members are elected each year at the AGM and if you would like to get involved in future, here is a flavour of what is needed from the various posts:

President

- chair and devise agenda for regular meetings and AGM
- ensure committee members fulfil their functions
- drive new projects and identify best way forward for GOS
- liaise with conductors and soloists regarding fees, rehearsal schedules, concert dates
- ensure the smooth running of GOS e.g. that website is current and that finances are in order etc
- maintain an up-to-date record of contact details for conductors, soloists, venues, advertisers etc
- make annual report to AGM

Treasurer

- keep all financial records
- collect member subs, keep records and encourage Gift Aid
- ensure all payments to conductors, soloists, extras, etc
- format annual accounts, report to AGM and to OSCR
- make regular reports to committee on finances
- advise committee of its obligations and ensure prudent accounting at all times
- maintain a list of contacts used in execution of Treasurer duties

Secretary

- keep accurate up-to-date list of members' contact details
- record decisions and actions at meetings and AGM
- main contact for orchestra on official business
- disseminate information to members and/or committee
- ensure any changes to charity legislation are notified to the committee
- keep records of orchestra activity for archive purposes

Librarian

- source, cost and order music for concerts
- keep records of above and liaise with Treasurer
- take note of instrumentation and share with Fixer for booking of extra players
- check all music on delivery, distribute at rehearsals, collect after concerts and return to hirers
- maintain records of music owned by GOS and ensure it is stored appropriately
- maintain contact details of lenders / hirers

Making Music Rep

- maintain regular contact with MM and keep committee and members informed of developments as appropriate
- keep MM informed of appropriate orchestra information e.g. changes of office bearers

General Members

attend meetings regularly
carry out any actions allocated from committee meetings
be willing to volunteer to assist in other tasks
help office-bearers, e.g. by shadowing, with a view to becoming an office-bearer

Ex Officio Member – Leader

to attend meetings where concert programming is being discussed and offer advice on suitability of music

Non Committee member roles:

Sectional Reps welcome new members to your section, introduce to section leader and ensure they have “welcome pack”

introduce to Membership Secretary and/or Treasurer

ensure parts are distributed in 'desk order' and signed for if removed from the rehearsal

check availability for concerts and rehearsals

encourage section to advertise concerts and purchase tickets

organise section raffle prize and buying of raffle tickets

be willing to help with phoning section members in event of emergencies e.g. cancelled rehearsals

Website co-ordinator – ?

liaise with website designer

liaise with committee regarding up to date content

Advertising co-ordinator - ?

compile list of existing and potential advertisers for programmes and website

approach advertisers and sell advertising space

liaise with Treasurer re invoicing details

Refreshments co-ordinator – Mary Sinclair/Allan Laing/Committee

buy supplies as required (e.g. tea, sugar, cups etc)

liaise with Treasurer re receipt expenses and donations

set tea etc out at start for interval

Raffle co-ordinator – Fiona Kettlewell

maintain supplies of raffle tickets

ask sectional reps to arrange to buy prizes before concerts

sell tickets to members at rehearsals

oversee ticket sales, draw etc at concerts

7. Can you help your orchestra?

If you feel able to help the orchestra in any way please contact a member of the committee. Any volunteers are always welcome. For those people who aren't able to

be on the committee there are other ways to help, for example, helping to set out the hall or obtaining sponsorship or adverts for concert programmes etc.

The most important way you can help your orchestra is to attend as many rehearsals as possible, do lots of private practice, sell lots of concert tickets and above all, have fun!