



## Getting the Most from Your GALA Choruses Membership



## Table of Contents

Mailing List	3
Discussion Groups	5
GALA 411 Advisors	6
Festival	7
GALA Leadership Symposium	8
Web Site Resource Center	9
Job Bank	12
Anniversary Program	13
Chorus Operations Survey	14

# Stay Current on Events and Programs



*December 2016 Newsletter - In This Issue:*

- LEADERSHIP SYMPOSIUM REGISTRATION IS NOW OPEN
- THOUGHTS ON END OF YEAR GIVING
- COMMUNITY OUTREACH WORK
- SING WITH VARIOUS VOICES MUNICH
- MEET JANE MARANHAS
- FANFARE: NEWS FROM GALA CHORUSES
- MEMBER CHORUS SPOTLIGHT: PALM SPRINGS MEN'S CHORUS

---

## REGISTER NOW FOR THE ANNUAL GALA LEADERSHIP SYMPOSIUM

The annual GALA Leadership Symposium will be held January 20th-22nd, 2017 at the Riviera Resort in Palm Springs, California. Registration is open through the [Integra Planner](#) application. Registration rates are discounted for multiple delegates from the same chorus, and Early Registration rates are in effect through December 19th, 2016.



Symposium is an opportunity for leaders of GALA member choruses to meet one another, attend workshops and seminars on topics relevant to your chorus roles, to network and to pick up tips for maintaining successful community choruses. We'll share our success stories, learn from our collective mistakes, and have a great time in a beautiful location.

Symposium is especially relevant for anyone who serves in a leadership position of a GALA member chorus. It's a great opportunity to network with peers, and we'll have special intensive workshops for new GALA chorus ADs, new chorus board members, and chorus managers.



*June 2016 Newsletter - In This Issue:*

- LEGACY AWARD WINNERS
- FESTIVAL WEBCAST SCHEDULE
- CALL ME KUCHU
- MEMBER SPOTLIGHT: TWIN CITIES GMC

---

## LEGACY AWARD WINNERS ANNOUNCED

*Congratulations to Our Deserving Honorees*

One of the many rewarding tasks of the GALA Festival Committee is to determine the honorees of the Legacy Awards. Nominations were solicited and submitted, votes were cast, and now the winners can be announced.



The Lifetime Achievement Award honors the individual whose body of work has significantly impacted the global community around LGBT choral movement issues. The Lifetime Achievement Award recipient is widely recognized through 20 or more years of leadership as a person of passion, vision, courage, and perseverance. By a unanimous vote of the committee, the Lifetime Achievement Award is being presented to **Dennis Coleman**.

Since 1981, Dennis has led Seattle Men's Chorus and Seattle Women's Chorus to a position of artistic and administrative excellence with a combined singing membership that exceeds that of the Mormon Tabernacle Choir. Dennis is active as a clinician and guest conductor throughout the U.S. and Canada. He served on the national Board of Directors for Chorus America and was on the founding Board of Directors of GALA Choruses. Mr. Coleman has commissioned choral works from many leading composers and has collaborated with acclaimed artists including Maya Angelou, Frederica von Stade, Bobby McFerrin, the Mark Morris Dance Group, Harvey Fierstein, Michael Feinstein, Ann Hampton Callaway, Diane Schuur, Armistead Maupin and Lily Tomlin. Dennis announced his retirement prior to this season and will direct the Seattle Men's Chorus and the Seattle Women's Chorus for the final time at Festival 2016 Denver.

The first key to getting value from your GALA membership is to stay current on the events and programs offered. GALA regularly sends newsletters and eBlasts to our mailing list to communicate information about upcoming events and programs. Be sure to notify Member Services when your chorus leadership changes so that we can keep the information flowing to you.



## Join the GALA Mailing List and Facebook Page

GALA THANKS



Follow us



Join Our Mailing List

Email

Privacy by SafeSubscribe<sup>SM</sup>

Celebrate Our Member Chorus Anniversaries:  
Des Moines Gay Men's Chorus  
15 Years

To join our email list go to the GALA Choruses web site [home page](#) and use the “Join Our Mailing List” box. Follow the link and “like” our Facebook page.



# Join the GALA Discussion Groups

## Discussion Groups Link You to Your Colleagues

GALA Choruses supports a variety of ways for members to stay informed and to network with other member choruses. The networking capability is frequently cited as one of the most valuable aspects of membership in GALA Choruses. Information about programs and events is sent through Constant Contact. You can [join the mailing list](#) to receive these communications. There are six different discussion groups on Google that can be used to obtain input on a particular question or issue from colleagues. Each of the discussion groups is described below.

### Artistic Directors

This list includes requests and posts about repertoire, concert themes, rehearsal and performance issues, guest artists and many other stimulating AD topics! - [send request](#) to subscribe.

### Volunteer Chorus Managers

Members of this discussion group are non-paid, or minimally paid, managers or administrators of GALA choruses. Please [send request](#) to subscribe.

### Mid-Size Chorus Managers

There is a new discussion group for administrators of choruses with budgets between \$75,000 and \$300,000 to exchange information and best practices. Please [send request](#) to subscribe.

### GALA Composers

This is a new discussion list for composers and arrangers that are connected to our choruses, have composed pieces for GALA choruses or are looking to become more connected. Please [send request](#) to subscribe.

### Executive Directors

The Executive Directors list is for choruses who have a paid, full-time executive director - [send a request](#) to Robin Godfrey to join.

### GALA Youth Choruses

Stay connected with other GALA Youth Choruses through this on-line discussion group. Please [send request](#) to subscribe.

### Transgender GALA

A discussion group for transgender individuals and allies interested in conversations regarding trans experience, gender language and helping to create a trans-friendly community within GALA choruses. Please [send request](#) to subscribe.



The GALA Google Groups are one of the most valuable aspects of membership. These listserv discussion boards allow open dialogue between peers within GALA; use them to obtain instant feedback on a particular topic or problem from your chorus colleagues and to share your unique expertise.

There are discussion groups for artistic directors, chorus managers (of various sized choruses) youth choruses, composers/arrangers and transgender groups.

You can join the discussion groups using [links](#) available on the GALA web site or by emailing [memberservices@galachoruses.org](mailto:memberservices@galachoruses.org).



## Use the GALA 411 Advisors



The GALA 411 advisors are experienced chorus professionals available to consult with your chorus about artistic, management and/or board issues. The current team is artistic advisor Joe Nadeau, chorus manager advisor Jeff Heine, board development advisor Eve Campbell and youth chorus advisor Susan Haugh.

The GALA 411 advisors are available to member choruses for mentoring on a variety of topics. The consultations are free unless the advisor needs to come in person, in which case the chorus is asked to cover travel and lodging expenses. Details on the GALA 411 program and how to contact the advisors and request their services are all included on the [GALA web site](#).



## Attend Festival

Festival is the signature event of GALA Choruses. Festival 2020 will be held in Minneapolis on July 4-8, 2020 with more than 150 performing groups and 6,500 singers expected! Look on the GALA web site for a complete description of the performance opportunities and tools to help your chorus prepare for the festival experience.



Stone Arch Bridge



Minneapolis Convention Center



## Attend GALA Leadership Symposium

Leadership symposia are held annually (other than Festival years), providing an opportunity for networking, education, inspiration, singing and fun! The 2018 symposium will be held February 16-18 in Orlando. Watch the [web site](#) for program details and the opening of registration and housing, as well as downloadable resources from workshops held in the past.





# Explore the Online Resource Center

The [Resource Center](#) is the heart of the GALA web site. It contains an enormous collection of background information and sample documents on every aspect of chorus management, with whole sections dedicated to Artistic Directors, Chorus Managers, Board Members, Singers, Youth, and Trans\* people. Check out the samples below!

## Resource Center

GALA Choruses is here to support GLBT choruses with a variety of vital resources. Take advantage of our job bank, discussion groups, vast library of documents and templates to help with starting, running, and promoting your chorus. From artistic directors to chorus managers to board members, get the support you need right here.

### GALA 411 Program



#### Consult with the GALA 411 Advisors

- [GALA 411 Program](#)
- [GALA 411 Advisors](#)
- [Request a 411 Advisor Consultation](#)

### Artistic Directors



#### Practical Tools and Techniques

- [Programming](#)
- [Rehearsal Tools](#)
- [Repertoire](#)
- [Commissions](#)
- [Copyright & Licensing](#)
- [Recording](#)
- [Auditions](#)
- [Arranging Music](#)

### Chorus Managers



#### Guidelines and best practice advice

- [Marketing](#)
- [Fund Development](#)
- [Finance](#)
- [Advocacy Resources](#)
- [Membership](#)
- [Outreach & Tours](#)
- [Starting a GALA Chorus](#)

### Board Members



#### A toolbox filled with leadership know-how

- [Board Development](#)
- [Planning](#)
- [Policies](#)
- [Personnel](#)
- [Finances](#)
- [Meeting Facilitation](#)

### Singers



### Youth



## Chorus Managers

This section provides content and information to assist with the day-to-day, short-term and long-term management of your Chorus.

Are you just starting out and looking for help? Are you having some difficulties with fundraising or ticket sales? Look for help on these topics in this section of the Resource Center.

### Starting a GALA Chorus

Reviews the kinds of questions you will need to consider when starting a chorus.

### Membership

Provides resources regarding member orientation, member handbooks, attendance policies, software products available for managing choruses, member dues policies and alumni relations.

### Finance

Contains examples of charts of accounts and classes for setting up accounting software, budgets and related budget comparison reports. Includes information on IRS 990 requirements, employee vs independent contractor questions and insurance considerations.

### Fund Development

Includes a wealth of information on case statements, development plans, individual donors, grants, corporate sponsorships and more.

### Marketing

Contains information on creating a marketing plan with specific examples of graphics and artwork, audience development, eMarketing, social media and advertising.

### Outreach and Tours

Provides stories and testimonials, example documents and policies regarding tours and guidelines for outreach to schools.

### Ask the Chorus Management 411 Advisor

Jeff Heine serves as the GALA Choruses 411 Advisor for Chorus Managers. Jeff has been Executive Director of Twin Cities Gay Men's Chorus since 2009, and served two seasons on the Board of Directors as Chair of Resource Development.

## Personnel

One of the Board's primary responsibilities is oversight of personnel matters. It is also an area where there seems to be frequent difficulties. Many of these difficulties can be avoided through clear and consistent communications -having an accurate job description that is clearly explained when a staff member is hired, having a clear organization chart so responsibilities and authority are transparent and the completion of regular staff evaluations so there are no misunderstandings about whether or not expectations are being met. The materials in this section provide information and document examples to help you handle personnel matters in a professional and respectful manner.

▶ **Job Descriptions:**

▶ **Staff Evaluations:**

▶ **Contract Examples:**

▶ **Employee vs. Independent Contractor:**

▶ **Organization Chart:**

▶ **Hiring Tools:**

› **Telling the Story: Why You Should Support My Chorus**

› **Development Plan**

### Fundraising Activities

Ways to fundraise are limited only by your imagination and available resources: but even with a very small number of volunteers you can have a great deal of success in raising funds for your Chorus. These are only a small number of examples of what you can do to raise money. A web search for "non profit fundraising" will return even more ideas.

+ **Online Giving**

+ **Give OUT Day**

+ **Online Shopping Websites**

+ **Stage Asks**

+ **Direct Mail**

+ **Hosted Receptions / Breakfasts / Dinners**

+ **50/50 Raffles**

+ **...And Don't Forget to Say "Thank You"**

› **Individual Donors**

› **Major Donors**

› **Planned Giving**

› **Corporate Sponsorship**

› **Grants**

› **Donor Databases**

Home » Resource Center » Artistic Directors

## Programming

One of the most important roles of an Artistic Director is to design concert programming. Every conductor has their own method for choosing repertoire but here are some questions to ask yourself in the process:

- Am I programming a single concert or creating a series of concerts that connect over a season?
- Will my singers be excited about this concert topic?
- Is the concert theme marketable?
- Does my chorus have the capacity to pull it off?
- Is the theme compelling artistically: enjoyable to hear, technically engaging?

These questions (from a Strategy Screen) and more are included in the programming resources below. Also check out the Resource section on Repertoire.

### Programming Tips

GALA conductors offer their wisdom and philosophy on programming concerts.

[Programming Tips from Bob Mensel](#), Portland Gay Men's Chorus

Programming and conducting resources from GALA veteran, [Tim Seelig](#)

Guidelines for [programming a GALA Festival](#) set from conductors Sue Coffee and Jane Ramseyer Miller. Many of these ideas are relevant in programming any concert.

› **Programming Tools**

› **Guest Artists**



# Post Your Open Positions on the GALA Job Bank

Home » Resource Center » Services

## Job Bank

Find out who's hiring and what positions are open among GALA's member choruses for artistic and administrative staff. Current vacancies are listed below with links to job details and application requirements.

### Submit a Job

If you would like to submit a job for posting on our site, please visit our [Job Posting page](#) for more details.

### Current Vacancies



Organization	Position	Location	Closing Date
<a href="#">Lesbian/Gay Chorus of San Francisco</a>	Artistic Director	San Francisco, CA USA	04/30/2017
<a href="#">CHARIS, the St. Louis Women's Chorus</a>	Artistic-Director	St. Louis, MO USA	02/15/2017
<a href="#">MUSE, Cincinnati's Women's Choir</a>	Business Manager	Cincinnati, OH USA	12/19/2016
<a href="#">The Columbus Gay Men's Chorus</a>	Executive Director	Columbus, OH USA	12/31/2016
<a href="#">One Voice Chorus</a>	Artistic/Music Director	Detroit, MI USA	01/31/2017

Member choruses post job openings in their choruses on the GALA Choruses [web site](#).



## Our Staff Is At Your Service

[info@galachoruses.org](mailto:info@galachoruses.org)



**Robin Godfrey**  
Executive Director  
[executivedirector@galachoruses.org](mailto:executivedirector@galachoruses.org)



**Jane Ramseyer Miller**  
Artistic Director  
[AD@galachoruses.org](mailto:AD@galachoruses.org)



**Sue Bell**  
Member Services  
[memberservices@galachoruses.org](mailto:memberservices@galachoruses.org)



**Paul Kruse**  
Communications  
[communications@galachoruses.org](mailto:communications@galachoruses.org)



**Joann Usher**  
Development  
[development@galachoruses.org](mailto:development@galachoruses.org)



## GALA Choruses Anniversary Program



GALA Choruses is pleased to celebrate our member choruses' milestone anniversaries. Your anniversary will be posted on our social media outlets, and a board or staff director will come to your celebration concert and present a small gift.



## Participate in the Member Chorus Operations Survey



GALA will be conducting a member chorus operations survey in 2017. Topics to be covered include compensation, operations, board practices, management practices and performance and audience measures. All member choruses will be asked to participate in the survey. The results of the survey will be free to those who participate.



## Mission

Empowering LGBT Choruses as we change our world through song.

## Vision

A world where all voices are free.

## Core Values

- We are **CATALYSTS**. We provide enthusiasm, resources and tools to inspire our member choruses to use the power of music to create social change.
- We are **HARMONIZERS**. We are diverse people who employ the power of song with respect and understanding. We bring our communities together to experience musical excellence, collaboration, cooperation, acceptance, transparency, and opportunities for all.
- We are **LISTENERS**. We listen to our members, our colleagues, and each other in order to understand the issues, define our roles, and serve the common welfare of our movement.
- We are **LEADERS**. We offer strategic direction to the movement we serve. We work effectively with partners around the world who seek to achieve complimentary goals. We strengthen our association by nurturing effective leadership and ensuring robust, sustainable financial resources.

