



Southwest Civic Winds Handbook
Approved 12/1/2022

Southwest Civic Winds is a diverse group of adult musicians with the shared goal of keeping the culture of community concert bands alive in the Four Corners. Established in 2012 by Dr. Mark Walters, former Director of Bands at Fort Lewis College, and Ruth M. Katzin, former co-owner of Katzin Music and Studios of Durango. SW Civic Winds presently has an average of 50 performers at each of its concerts. The full symphonic instrumentation allows us to play diverse, exciting, and challenging literature.

SW Civic Winds provides, by invitation, performance opportunities to select high school and college music students. The band provides the Four Corners community with a professional, mature, and nurturing environment for musicians who contribute their time and talents.

As a 501(c)3 non-profit organization, SW Civic Winds has a mission to establish a cultural resource for the communities in the Four Corners. To meet this goal we strive to:

- Provide an opportunity for adult and invited student musicians to rehearse and perform quality symphonic band literature while developing their musical skills through ensemble rehearsal and performance.
- Provide musical programs of the highest standards for audiences throughout the Four Corners.
- Present each musician with an opportunity to experience a positive and creative outlet with social interaction.
- Preserve the rich heritage that community bands have long provided to communities by entertaining the general public through live performances and by providing a source of cultural pride for the citizens of the southwest.

The Southwest Civic Winds is governed by a Board of Directors that is responsible for the business and cultural affairs of the Civic Winds. The Board of Directors is comprised of the President, Vice President, Treasurer, Secretary, and officers-at-large. Please review the Southwest Civic Winds By-Laws for specifics on the governing officer's duties and responsibilities.

Board Members:

President - **Dan Fear**
Vice Pres./Secretary - May Koenig
Treasurer – Bob Waggoner
Kevin Martin
Jan Patton
Douglas Scott

Karen Mesikapp
Rodney Ritthaler
Chris Ross
Eric Stramel
Ariel White

Southwest Civic Winds Artistic Director: Jared Wright

Music

Literature Selection: Music for each rehearsal and concert cycle is chosen by the Artistic Directors. Any comments or suggestions on music chosen may be sent to the Artistic Directors in an email.

Distribution: The Librarian, Priscilla Lukens, distributes the music via email. It is the member's responsibility to print it, and bring it to rehearsals. Please contact the Librarian if you have problems receiving the music.

Rehearsals

Attendance: Group rehearsal time is limited and valuable. **It is vital that members attend all rehearsals.** If you have an emergency situation preventing you from attending all rehearsals, please contact the Artistic Director for an excused absence. A musician may be removed from the roster at the Director's discretion for lack of attendance or for last-minute withdrawals from a concert event.

Transportation: You are responsible for your own transportation and travel expenses. Carpooling is encouraged.

Instruments: Individual musicians are responsible for their own instruments, with the exception of large percussion equipment.

Performances

Concert Schedule: The SW Civic Winds performs a minimum of three concert events annually at various venues throughout the Four Corners Region. Generally, these concert events are held in the fall, winter, spring, and July. You will be notified of the yearly rehearsal and performance dates with as much advance notice as possible.

Concert Attire:

- Outdoor concerts: white tops and black bottoms. Attire may be casual, yet professional.
- Indoor concerts: concert black. Ladies: long or ¾ sleeves, calf length or long skirt/dress, or dress pants, black stockings and black shoes. Gentlemen: black slacks, shoes and socks, long-sleeved black shirt. Questions about attire may be directed to section leaders.

Auditions

Based on a musician's prior performance experience, an audition may be required for membership into the ensemble. For advanced musicians, this audition may also be used to evaluate your level of playing for higher placement in the section. Audition material will be selected by the director and may be reviewed by an audition committee appointed by the director.

Membership:

Adult wind and percussion musicians may access a membership form from info@southwestcivicwinds.org Membership is pending approval of the Artistic Director. There are no formal fees for participation in Southwest Civic Winds. It is, however, appropriate for members to recognize the tremendous value of making music with other dedicated musicians under the guidance of a professional artistic director. There are costs associated with running a quality band – contributions are gladly accepted.

Section Leaders:

The section leader is an asset to the director and a resource for the performers. Section leaders are assigned by the Artistic Director for each rehearsal/concert cycle. He or she will assist the director by answering rehearsal and concert related questions or any other responsibilities deemed necessary by the Director. The section leader will help build camaraderie within its members.

Other:

Code of Conduct: SWCW operates absolutely and completely without discrimination. The use of alcohol or mind altering drugs is prohibited at all SWCW rehearsals and performances. All band members will show respect to the Director, each other and the audience. Band members are representatives of Southwest Civic Winds and will conduct themselves in a professional manner.

Communications and Procedures: Members are encouraged to take all questions or comments to their section leaders or to members of the board in written form. Any actions, proposals or undertakings on behalf of the Southwest Civic Winds must be reviewed and accepted by the Board of Directors prior to implementation. All actions, proposals or undertakings shall not interfere nor affect the normal operations of the Southwest Civic Winds schedule.

SW Civic Winds Ensembles:

Instrumental sections of the Southwest Civic Winds may choose to form ensembles for their own pleasure, for possible performances at SWCW concerts, or for volunteering at hospitals, assisted living homes, senior centers, and the like. All presentations or performances under the name of Southwest Civic Winds must be comprised of members in good standing. All presentations or performances under the name of Southwest Civic Winds must be approved by the Artistic Director and the Board. All ensembles will meet the performance and professional standards set forth for the Southwest Civic Winds.

Player Representation: If you are interested in being an ensemble representative at a SW Civic Winds Board Meeting, or wish to be an active Board Member, please notify the President of the Board.

Volunteers: Southwest Civic Winds always needs volunteers for a variety of tasks. Let the Artistic Director or a Board Member know you'd like to be a volunteer. You will be so appreciated!

Press Release Form: By participating in Southwest Civic Winds ensembles, you authorize Southwest Civic Winds to publish any video or photograph taken of you while in rehearsals, performances, or related functions for advertisements and promotional purposes.

The Southwest Civic Winds Handbook will be reviewed and revised by the Board of Directors annually or as needed.