



Program Vice President

The Barbershop Harmony Society

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Introduction

Chapter meeting night programming is the way to a fun and successful barbershop chapter.

First, the chapter should formulate a plan that meets the chapter musical and entertainment needs. All chapter member needs should be addressed, so that the result satisfies the majority. No two chapters annual plans need be alike, but each plan should offer variety to every chapter meeting. Every meeting must have a purpose and build week upon week toward the chapter goals. This plan is simple in concept, but takes initial planning to inspire member participation. Success is achieved when every chapter member tries not to miss a weekly meeting. Visitors seek out these “fun” chapters.

We identify the Chapter’s needs and goals, its vision of itself and its mission to become more than it is. Then we identify a year of activity, 52 weeks. Next we fill in the weeks with fun activities that fit the goals, including activities organized by the District and by other chapters around us. We need to be mindful of the activities around us, so we might join in and not conflict with these activities.

Similarly, we need to be mindful of community activities that we might participate in and benefit from. Some activities may conflict with others and require rescheduling. Sometimes things come up and the planned activity may need to be replaced or rescheduled. So be it!

It is important to be aware of other choral groups in our area. It’s best if we don’t schedule annual shows in conflict with them and it can be a lot of fun to produce a joint show with another group.

We plan the fun, based upon ideas contained herein, ideas developed around us by others and a little bit of common sense. After all, there is a limited amount of time to have fun. So much to do and so little time.

Who Are We and What Do We Want to Do?

Vision & Mission Statements

The Society and every District and Chapter in it needs to identify itself and determine what it wants to become. A vision statement is an image of an existing condition. A mission statement is an explicitly stated goal to work towards. What will success look like? This must be a realistic, credible, well-articulated, appropriate, slightly ambitious and responsive plan. This is to be determined by the chapter as a whole.

The Society and each district have identified their Vision and Mission statements. The chapter must do likewise and its members should agree with these statements. Then the chapter can move forward and we can start making plans for the chapter activities.

It is also a good idea to take stock in the members and the amount of talent and commitment they bring to the chapter. Are there aspiring directors among us? Does the membership support an annual show? How many opportunities to perform for the public are enough? Do we have the talent to select or create music? Do we find speakers, actors, designers or promoters in our midst? When we identify our capabilities, we decide what we are capable of. Need some help? Ask the members by using or adapting the sample surveys in this manual or ask your chapter counselor.

The Program Vice President

The Program Vice President is the Barbershopper whose efforts provide the chapter with a variety of interesting well-paced meetings, which offer fun as well as education. He should be familiar with the chapter's capabilities and interests. The program officer is always three steps ahead of the chapter, planning its activities so the other members can join in the fun of singing barbershop harmony.

Duties

- Develop yearly program of chapter activities.
- Work with leadership and music team to plan enjoyable weekly chapter meeting formats.
- Direct the weekly chapter meeting activities.
- Direct activities of the program inter-chapter relations and community service committees.
- Include a variety of activities, which can involve both members and their families.
- Assist internal public relations officer, keeping members informed about coming events.
- Along with the music committee, promote quartetting within the chapter.

The Chapter Program Officer should be a member of the chapter board. This will benefit his credibility and effectiveness. The individual who takes on this task is the member most responsible for the success of the chapter. He organizes, plans and executes the activity plan for the chapter. He promotes chapter activity & solicits support from the members. All members are happier, knowing in advance how to plan their lives around Barbershop harmony, as are the member's families.

To that end, the program officer must spend time organizing a complete annual plan at the beginning of the year. Then he implements this plan, adjusting it as needed as the year rolls along. He helps keep the meeting activity leaders focused on their tasks. He is the chapter stage manager, moving the show along and letting the participants "do their thing." He doesn't have to select or teach the music. He doesn't need to keep track of the members. He only sees to it that every Chapter member can have fun in his own way all year long.

Program Team

The program officer cannot accomplish all of this by himself. He must utilize the talents of other chapter members (organizing sub-committees as needed) to implement many activities. The team, which the program officer coordinates, may be large or small, depending upon the chapter size and talent.

The Chapter program officer maintains a close liaison with the Chapter development officer; the Chapter music team, the Chapter public relations (and marketing) officers and the Chapter bulletin editor and Chapter website coordinator (if there is one). Please note that the Chapter, not the chorus, is the operative organization. It also helps if he has a relationship with the Chapter treasurer (a budget).

The key word for the program officer is *variety*. A well-rounded program, planned well in advance and coordinated with all Society, District other Chapter and Community activities is necessary to satisfy the diverse interests of the Chapter membership. Remember that creativity is a big part of variety. Also things change spontaneously and you may need to change plans at a moment's notice. Line up activities leading up to major activities. That makes for useful programming that answers questions before they come up and allows for more fun.

Involvement is also critical. People with a job to do are more committed. This does not mean that jobs should be created to keep people busy. Rather, recognize the abilities of members and try to fit talent to assignment. Tasks must be achievable and sometimes individuals benefit from suggestions or a pat on the back.

(Optional) Committees to work with the program officer:

Program committee

The Program Committee works with the program officer in planning and implementing the non-musical portion of the chapter meeting night.

Inter-chapter Relations Committee

This committee promotes involvement with other chapters in the Society. It is to organize joint activities with other chapters. Activity of this kind is valuable to the chapter, for it provides variety, good fellowship and enjoyment of sharing the barbershop experience.

Community Service Committee

This committee develops plans designed to acquaint the community with the chapter and its ability to contribute to the community, just as service organizations like Rotary, Lions, Kiwanis, etc. We can also support worthy local projects. A chapter can assist in supporting local activities in many different ways, including its ability to entertain. This can build the respect and support of our communities.

Social Committee

The Chapter Social Committee looks after the planning and implementation of social functions of the chapter such as installation banquets, family picnics, barbecues, bowling parties, etc.

Quartet Promotion Committee

Quartets are vital to the health of the chapter as well as the Society. This committee, because of its involvement with the musical activities of the chapter, must work closely with the music vice president and the music team. There are many activities that this committee may use to encourage members to get involved in quartetting, either informally at a weekly chapter meeting or in organized, registered quartets.

House Committee

This committee may be any size necessary to support chapter meeting activities and special events. Basically, this committee is responsible for opening the hall for meetings, setting up the meeting room, storage of properties and providing for refreshments and the members' comfort & clean up.

The Planning Begins

Make a Chapter planning calendar. Each year has 52 weeks. That is 52 opportunities to entice members and potential members to attend. A strong chorus music program is important, but a chapter is made up of men, whose needs vary. A program officer can plan a 52-week program of diverse activity in concert with the musical chapter goals.

List the Chapter meeting night dates (sample A). Notice you might meet on a holiday. It is your choice to meet, skip a meeting or reschedule to another night. Next insert the known major activities (sample B). These will include competitions/conventions; chapter shows; known District, Division and Inter-chapter activities; chorus and quartet performances. Note major community activities, whether or not the chapter wishes to participate in them (avoid potential conflicts).

Week	Monday	Program Details (Sample A)
1	1/01/07	New Years Day (no meeting)
2	1/08/07	
3	1/15/07	
4	1/22/07	
5	1/29/07	
6	2/05/07	
7	2/12/07	
8	2/19/07	
9	2/26/07	
10	3/05/07	
11	3/12/07	
12	3/19/07	
13	3/26/07	
14	4/02/07	
15	4/09/07	
16	4/16/07	
17	4/23/07	
18	5/07/07	
19	5/14/07	
20	5/21/07	
21	5/28/07	Memorial day
22	6/04/07	
23	6/11/07	
24	6/18/07	
25	6/25/07	
26	7/02/07	
27	7/09/07	
28	7/16/07	
29	7/23/07	
30	7/30/07	
31	8/06/07	
32	8/13/07	
33	8/20/07	
34	8/27/07	
35	9/03/07	Labor day
36	9/10/07	
37	9/17/07	
38	9/24/07	
39	10/01/07	
40	10/08/07	
41	10/15/07	
42	10/22/07	
43	10/29/07	
44	11/05/07	
45	11/12/07	
46	11/19/07	
47	11/26/07	

Week	Monday	Program Details (Sample A)
48	12/03/07	
49	12/10/07	
50	12/17/07	
51	12/24/07	Xmas Eve (no meeting)
52	12/31/07	New Years Eve. (no meeting)

Next put in the major events for your area, district, and the society.

Week	Monday	Program Details (Sample B)
1	1/01/07	New Years Day (no meeting)
2	1/08/07	
	1/13,14/07	COTS
3	1/15/07	
4	1/22/07	
5	1/29/07	
6	2/05/07	
7	2/12/07	
	2/14/07	Singing Valentines
8	2/19/07	
9	2/26/07	
10	3/05/07	
11	3/12/07	
12	3/19/07	
13	3/26/07	
14	4/02/07	
15	4/09/07	
16	4/16/07	
	4/20,21/07	Prelims
17	4/23/07	
18	5/07/07	
19	5/14/07	
20	5/21/07	
21	5/28/07	Memorial day
22	6/04/07	
23	6/11/07	
	6/15,16/07	Chapter show
24	6/18/07	
25	6/25/07	
	7/1-8/07	International Convention
26	7/02/07	
27	7/09/07	
28	7/16/07	
29	7/23/07	
30	7/30/07	
	8/04/07	Chapter Party
31	8/06/07	
32	8/13/07	
33	8/20/07	
34	8/27/07	
35	9/03/07	Labor day
	9/07/07	E. Divisional Convention
36	9/10/07	
	9/14/07	W. Divisional Convention
37	9/17/07	
38	9/24/07	
39	10/01/07	

Week	Monday	Program Details (Sample B)
40	10/08/07	
41	10/15/07	
	10/19,20/07	District Convention
42	10/22/07	
43	10/29/07	
44	11/05/07	
45	11/12/07	
46	11/19/07	
47	11/26/07	
48	12/03/07	
49	12/10/07	
50	12/17/07	
51	12/24/07	Xmas Eve (no meeting)
52	12/31/07	New Years Eve. (no meeting)

Balanced & interesting weekly programs

We compete for a man's free time – competing with his time for work, faith, his other spare time activities, other fraternal and musical groups, sports, civic commitments and that of his family and with his easy chair. If we are to successfully gain and hold his interest, we must make our meetings more interesting and entertaining than anything else he is involved in.

From the calendar, count the weeks you have available to you. Note the major activities, when they are and how much time your Chapter needs to prepare for them. You can use these activities to help plan your year.

A chapter performance (show or competition) requires that the participants know words and music and a performance plan, how to behave on stage, when to be where and how to react to the other performers. They need to know what to wear and some “characters” require make-up. They must learn these things and that takes time. Knowing how to perform our musical style takes time as well. Members must understand how to breathe, what a chord sounds like, how to stand not only to hear your part in the ensemble, but also so the audience understands and appreciates the performance as well. It takes time to hear and get used to the barbershop style of music. It takes practice and training. You just identified up to seven program ideas for each event.

Polecat selections are generic songs that most barbershoppers should know. There are ways to train the ear, called *woodshedding*. There are groups both within the chapter and outside of it, which can demonstrate the technique. There are *coaches* to help identify means and methods to improve a performance. *Quartet activities* can be varied and fun. *Guest quartets* bring variety to meetings. Chapters can *gather together* to work together and have fun demonstrating their abilities and sharing the hobby with each other. There are also *non-barbershop diversions*, which can make an evening fun. Here are at least seven more programs.

Please note that you are not devoting the entire night to most of these programs, but that they will be a diversion for at least part of that evening. Please note this is a chapter meeting night and not just a chorus rehearsal. Make sure your music committee is on board with this concept.

We can also dip into resources from the past and into our imaginations. We are looking primarily for 20-30 minute programs to fit into the chapter meeting agenda. Every meeting has a finite number of minutes to fill. It is not up to the chorus director to plan the night's events. Neither would that insure that all members get what they need out of the evening. The director is to look after the musical direction of the chapter chorus (assisted by the music team).

All these things take time. This is what you must sort out and present in an organized order, leading up to each event. Identify each activity and plug it into the calendar. Select from ideas listed in this manual or use your imagination and create some variety. Always be aware of timing and potential complications.

Note that any good idea is worth *repeating*. Use these program ideas (and others) over again as you see fit, but fill in all dates in advance (see Sample “C”). It is important to have contingency plans to fall back on, if a planned activity falls through.

A chapter planning meeting needs to be held around the first of the year with both outgoing and incoming Chapter officers. It would be advisable to hold the meeting at a different place and time than the regular chapter meeting, where all chapter members may attend. The Chapter Counselor should also be invited for input and to coordinate with District affairs. The years' Chapter activity should be discussed to insure that all members “buy into the plan.” Request comments from the chapter members.

Week	Monday	Program Details (Sample C)
1	1/1/07	New Years day (OFF)
2	1/8/07	Woodshedding and ear singing
	1/13,14/07	COTS
3	1/15/07	Quartet opportunity –rotating Qts
4	1/22/07	Non-barbershop night – (pipers)
	1/27/07	Chapter planning Meeting
5	1/29/07	Music is serious business
6	2/5/07	Try out quartets
7	2/12/07	Valentine wrap up / lottery
	7/14/07	Singing Valentines
8	2/19/07	Barbershop Craft
9	2/26/07	Family night (pot luck dinner)
10	3/5/07	Tag Singing
11	3/12/07	Chapter visit (out)
12	3/19/07	Warm up techniques
13	3/26/07	Chapter history night
14	4/2/07	Guest night
15	4/9/07	woodshedding
16	4/16/07	Quartet invitational
	4/20-21/07	Intl. Prelims Convention
17	4/23/07	Non-barbershop night (high school chorus)
18	4/30/07	Chapter show a sneak peek.
19	5/7/07	Chapter visit (in)
20	5/14/07	Barbershop craft
21	5/21/07	Show costume review
22	5/28/07	Memorial Day (invite veterans)
23	6/4/07	Family night
24	6/11/07	Make-up techniques
	6/15,16/07	Chapter Show
25	6/18/07	Show kudos
26	6/25/07	Guest night
	7/3-7/07	International Convention
27	7/2/07	non-barbershop night (vaudeville)
28	7/9/07	Barbershop craft (pitch)
29	7/16/07	Chapter visit (out)
30	7/23/07	Quartet visit
31	7/30/07	Woodshedding
	8/04/07	Xenia Corn Roast
32	8/6/07	Coaching one-on-one
33	8/13/07	The Best Quartets - ours
34	8/20/07	Guest night
35	8/27/07	Coaching chorus
36	9/3/07	Labor day (Off)
	9/8/07	W Division Convention
37	9/10/07	Discipline
	9/15/07	E Divisional Convention
38	9/17/07	non-barbershop night (CCM Jazz)

Week	Monday	Program Details (Sample C)
39	9/24/07	Quartet recognition
40	10/1/07	Chapter business (making it go)
41	10/8/07	Barbershop Craft (unit sound)
42	10/15/07	Chorus Coaching
	10/19-20/07	District Convention
43	10/22/07	Woodshedding
44	10/39/07	Chapter visit
45	11/5/07	Novice quartet practice
46	11/12/07	Novice Quartet Competition
47	11/19/07	Xmas package test
48	11/26/07	quartet night (guest)
49	12/3/07	Woodshedding and ear singing
51	12/17/07	Xmas performances
52	12/24/07	Christmas Eve (no meeting)

Meeting Night Timing

Any chapter meeting should include warm up time, chorus time (learning new music and performing repertoire), and a short, organized business meeting, to bring up chapter affairs and scope out upcoming activities. Even the most enthusiastic man needs a break. Regular craft time and quartet time is optional, but recommended. Social time is more important to some than others, but this is not to be confused with a break. Barbershop craft take many forms.

So let's look at the routine meeting night. Wait a minute! A routine is boring! Let's shake up the boring routine. Sometimes the program may suggest the night's timing. In any case, timing means that everything gets done. Short of watching the clock, that night's program director needs to make sure that no activity gets skipped. It is important to read the mood of the chapter and move things along when interest wanes. Here are some possible sequences:

7:30 PM	Warm up and polecat selections or woodshedding	7:30 PM	Quartet rehearsal/Warm up
7:45 PM	Director begins chorus rehearsal	7:55 PM	Announcements
8:45 PM	Break and set up program	8:00 PM	Chorus Rehearsal
8:55 PM	Announcements	9:00 PM	Break
9:00 PM	Program	9:10 PM	Program
9:20 PM	Repertoire	9:30 PM	Repertoire review
9:55 PM	Final remarks / lottery	9:55 PM	Tag Singing or woodshedding
7:30 PM	Program	7:30 PM	Announcements
7:50 PM	Announcements	7:35 PM	Warm up & Tag Singing or woodshedding
7:55 PM	Sectional rehearsal	8:05 PM	
8:15 PM	Break	8:50 PM	Quartet activity
8:25 PM	Craft	9:05 PM	Break
8:35 PM	Chorus Rehearsal	9:15 PM	Repertoire review
9:50 PM	Story Time, woodshedding & wrap up	9:35 PM	Program
10:00 PM	Social time with refreshments	9:55 PM	Parting comments

You may want to include several committees as noted previously, with members, who can plan in advance, then manage some portion of the meeting. It is suggested that the chorus review as many songs as possible every night, running entire songs without stopping, whenever possible.

The possibilities are endless. Help make the year come alive for yourselves and your members. Make the plan now and the rest is follow through. Promote the planned activities. You might have a few back-up programs you can insert on the fly, in case your planned activity falls through. Also it is easier to do some of these things if you have a budget to pay for them. Have a plan, then make it happen!

Leadership

Leadership is a quality that develops with time. It is the ability to inspire and help others work together toward a goal. Leadership is bestowed by others recognizing ability.

There are three styles of leadership.

- | | |
|---------------|---|
| Democratic | encourage participation. Use when the subject under consideration is controversial. |
| Permissive | open and free-wheeling meetings in which all can talk whenever they want to, and usually do. |
| Authoritative | directing the meeting with an iron hand. Use when the subject under consideration consists of “open and shut” items that can be handled in short order. |

The leader must define the goals of the group and provide an environment for achieving them within the constraints of the Chapter’s constitution and bylaws.

Effective leadership.

Effective leaders are good communicators. An effective leader can make the leadership function appear easy through:

- preparation
- practice
- diplomacy

A leader must set an example for others to follow. He should help settle differences and disagreements by encouraging a spirit of cooperation. He can introduce new ideas that help solve problems.

Developing leadership skills

Leadership skills can help:

- Achieving group goals by focusing everyone’s energy on the task at hand.
- Grow professionally, since leadership skills can be applied in any line of work.
- Enjoy personal growth and satisfaction, from knowing that you are making a difference in the world around you.

Types of communication

Communication is the art of putting a message across. It may be:

- | | |
|----------------------|---|
| Written: | Information sent by letter, memo or report. |
| Spoken: | Transmitted by telephone, formal speaking in front of groups, and conversation. |
| Unwritten, unspoken: | Based upon the communicator’s tone of voice, body language, mannerisms, etc. |

Communication is the key to developing and using all other leadership skills, as people can’t work together without communicating.

Good Communication Tips

Develop your speaking skills. Speaking, whether to an individual or to a group, is a skill that improves with practice.

Be timely. Present only information that's current and relevant. Make it a point to be on time and stick to the schedule.

Practice good listening habits. Be courteous and pay attention to what's being said. Take notes and ask questions if you are unsure.

Keep a positive attitude. Smile! Even if you disagree with what's being said, don't let your emotions interfere with clear thinking. Summarize without interjecting your opinions.

Effective Communication

- Be brief. Stick to the subject at hand to avoid confusing your members.
- Be accurate Check all the facts before making any comment.
- Keep it simple Don't use confusing terminology or unnecessary explanations.
- Goodwill Chapter members will take their tasks more seriously if you demonstrate that you're more interested in group goals than in your own personal agenda.

Quartet Programming Ideas

Start big, include everyone. If men are to get involved in quartetting, we must make it easily available, non-embarrassing and start at a level that includes everyone.

Random VLQ

Have each section count off by 4's, 5's (1,2,3,4, 1,2,3,4, etc.) or whatever number you pick. (If you have only 4 tenors, you obviously can't count off by 6's). Have each man remember his number. Start the entire chorus singing a song. At a given signal, the leader of the activity says one of the numbers. At that time, only the men with that number stand and sing. Throughout the song, change the number every now and again to give all the men and opportunity to sing. Keep the men on their toes by continually changing the order in which you call the numbers.

This technique includes everyone in the beginning step of quartetting. How? Many men in our Society are not strong singers, and those are the people who need the prodding to have fun via quartet activities. No one has to be embarrassed by standing in front of a group before he's ready. With this method, each man has someone else in his section to lean on for vocal support.

The basic method helps everyone to become a little more independent and somewhat diminishes the chorus atmosphere.

Use double quartets, bakers dozens, small groups

This is perhaps the best way to get the shy singer involved into quartetting activities. That first step for many men who sing barbershop, to get into a quartet, seems to be a major one. Many chorus singers lack the confidence to step right in and begin singing in a quartet. If you can develop a way for this man to find that confidence, he'll love you for it. The use of a double quartet activities does just that.

Form two quartets, one standing directly behind the other.

The goal is to have eight men singing at all times. Start the men on a song. At a given signal, a clap of the hands or something, the front four men point to people in the chorus that sing their same part. If you are in the group and have been pointed at, you must go to the back of the double quartet and "tag" the back man singing in your part. He then will tag the front man, who then leaves and sits down.

You can keep changing parts as much as you want.

Remember these things – You only point and pick someone on a given signal, stay and sing 'til you are "tagged" out. All eight men must sing all the time.

The use of double quartets should be encouraged. Many times activities for quartets can also be used with double quartets. The experience and encouragement of singing in a double quartet can be a tremendous help for the shy singer. Once again, each man in a double quartet has someone else to lean on for support. The use of double quartet or octet activities is the best and most productive "tool" a quartet promotion man can use!

Quartet activities

Now that each member has had some time singing in a small group, he will be better prepared to sing in a regular quartet.

The following activity has been very successful. Everyone can get involved and no one has “to sing in front of anyone.” It’s called the

Quartet Round Robin.

In your chorus, take the section with the least men present (e.g. tenors – 5; leads-15; basses-13; bari-7. In this case, 5 tenors – 5 groups). Space them out around the room as far apart as possible. You will double up some parts, but distribute the other members as evenly as possible. Make sure the basses face the leads and the tenors face the baris.

Each group is to start singing a song. Encourage each ensemble to sing a different song. This may sound bad from the center of the room, but it will draw the singers in each group closer together to listen for their own sound.

After about 1 to 2 minutes a signal is given to stop singing. At this time tenors and baris stay in place; leads move one group to the right; basses move one group to the left. Then the process starts all over again. Sing for a minute or two, then switch again.

Novice quartet parades and contests

If we ask and expect members to get involved in chapter-sponsored activities, we ought to give them some reward for their efforts from time to time. A reward could be anything from a chance to perform publicly, to trophies, to things from the Society’s merchandise department. It can also be a ribbon, coffee mug, T-shirt, etc. (Have a look at the merchandise and supply catalogs).

Activity:

- Quartet parade – non-scoring – exhibition of chapter quartets.
- Area quartet jamboree
- Novice quartet olympics – This is a very educational and fun program.

Here’s how the scoring goes: Your panel of scorers can be anyone, even wives. Have as many scorers as you like (it’s best with at least five). Each scorer rates the entire performance from start to finish. Each scorer rates from 1 to 10. Throw out the highest and lowest score and total the rest: that’s the score! When all the groups have performed, your “panel” will have chosen the most entertaining group.

By this time, most men will be enjoying some form of quartet activity. Just think how much happier everyone in the Chapter will be.

To aid quartetting, the following material should be available to this committee:

- Fundamentals of Music manual.
- Chorus Director’s manual.
- Quartet Coaching Technique manual.
- The Barberpole Cat program outline and materials.
- The Barbershop Quartet Information manual.
- Of course, all knowledge of district and Society schools which are available to your quartet personnel.

Mixmaster quartetting

One way to get everyone involved in the activity is a random sequence of four parts. Make sure you have everyone's attention and go part by part, getting everyone to count off 1, 2, 3, 4 etc., making sure that every tenor, lead, baritone and bass is assigned his own unique number that he must remember. Keep track of the highest number of each, not who is what number, that is for the individual to know. You will have four 1's probably four 2's and so forth.

Start a polecat or chorus repertoire song that everyone supposedly knows. Everyone sings through together. Then start again, first calling a random number for tenor, then lead, then bari, then bass, making sure there is an individual for each number. Those four individuals will start the song and sing a couple of phrases. Pause and call out four more random numbers. The next foursome will sing several more phrases. Repeat again and again and again, repeating the same song a several times, if necessary. On the last time through everyone sings the final phrases together. Not everyone will participate, but everyone will pay attention for his opportunity to carry his part. The fun is to keep the music going as much as possible.

Push-out quartet (tag quartet)

This is usually everybody's favorite quartet "gimmick." Whenever a chapter participates in this activity, there's fun for everybody. Here's how:

1. A quartet volunteers or is chosen to start a song.
2. The foursome continues to sing until such time as another person, bari, tenor, bass or lead, decides he would like to sing.
3. When a man decides to sing, he approaches the quartet from behind, gently pushes out the fellow singing the part he intends to sing and continues the song until such time as he is similarly pushed out.
4. The song "After Dark" is ideal to kick off this activity.

This technique is also one of the very basic ideas for quartet participation. The reverse is also much fun (the quartet man picks someone to replace him).

Area quartet jamboree

In conjunction with the Barberpole Cat program, chapters are encouraged to host and participate in area jamborees. Three or more chapters meet in friendly semi-formal quartet competitions. Quartets will have competed at the chapter level, and the top three from each chapter are eligible at the inter-chapter level. Ribbons, (available through the international office), should be awarded to the participating finalists. Since this activity is designed for enjoyment through quartet participation, judges may be certified or candidate judges, section-leaders, chapter officers, guests or wives. While the ground rules may be adjusted where deemed necessary, it is suggested that each quartet perform one song of their choosing from the following suggested arrangements:

- The 12 Barberpole Cat songs
- The songs from the Strictly Barbershop Song Book (except America the Beautiful) 17 songs
- Simple one-page songs that feature four-part barbershop style harmony.

Area level competitions can be held each year. This event could be a fine ladies' night program coupled with a covered dish surprise supper.

Handicap quartet

Have several quartets (chapter or pick-up pre-selected to sing).

Just before they sing, they are told they will have to follow instructions that will be flashed from the rear of the audience.

Instructions will be to do crazy things as they sing. For example:

- Must each drink a glass of water during the song, no spills allowed.

-
- Pass eggs up and down line by spoon.
 - Change shirts or socks, etc. while singing.
 - Blow up balloons 'til they pop.
 - Skip rope singly or all together.
 - Eat soda crackers.

The possibilities are limitless – this program works with any size group.

Quartet appreciation night

Have you ever stopped to think how much your chapter's organized quartets do for you and your chapter? They entertain at your meeting, sing on your annual shows, sing in your chorus, represent your chapter when singing out on their own and when your chorus sings out, they add to your program... and all free. Now, why not honor them at one of your meetings? Let them know how much you appreciate what they are doing for your chapter. By using a modified version of The Barbershopper of the Month, detailed in this manual, you can say thanks in the proper manner. After all, they deserve it.

Chapter quartets

Having a parade of chapter quartets doing 2-3 songs each can help the chapter take stock in the quartets which need an opportunity to work an audience. Plan ahead to give your quartets time to prepare and help coordinate selections to avoid one quartet repeating the song of another.

Program quartets

Program quartets are put together by the program officer, musical director and quartet activity chairman. These quartets consist of all current members participating in quartet activity plus all new members. These quartets are assigned a number and one or more quartets are part of the program each week. The quartet knows about three weeks in advance when it is to perform. This program idea gets the "new man" participating right from the start, promotes chapter quartetting and aids the planned program. Note: After a program quartet performs, its membership may be reassigned to new quartets. The program is a real winner!

Visiting quartet

Call a quartet which is not too far away, unless you want to put them up overnight. Plan to cover their expenses (gas, food and, if necessary lodging). Ask them to perform a given time slot in the evening. Promoting the quartet usually boosts attendance.

Comedy quartet contest

Because of personal inhibitions, most fellows will not participate in serious quartet singing. The guise of comedy, however, tends to erase the reluctance of many of the average chapter members so that they will actually rehearse with a combination and try to win a contest as well. The title of this program idea fully explains exactly what takes place. An imaginative program chairman can create the enthusiasm necessary for a successful program.

Start by announcing in advance a date for the contest. The contest should take place following a sustained rehearsal schedule for a show, contest or other important chapter activity. An entire meeting night should be allocated for its execution.

Bring in a quest quartet, if possible, to act as judges. Find the local favorites and prevail upon them to "give of themselves."

Establish class and categories for the judges to use as guidelines. (The funniest, the fattest, the flattest, the best smiles, the crummiest, etc.)

One song or act should be sufficient for each competitor.

The quartets should be presented much as the quartets are presented in our officially sanctioned contests. Therein lies the only similarity between a real contest and the one we are outlining here.

Prizes should be awarded such as for the best smilers, a tube of toothpaste for each competitor (tied to a ribbon, which can be strung around the winner's necks).

Avoid embarrassing anyone, but try to get as many members involved in this as possible.

This is simply a contest which puts combinations of men and voices together for the expressed purpose of being as funny as possible and, in turn, realizing total enjoyment. Even non-singers have been known to participate in this exciting endeavor.

Three and one

Calling for the three experienced singers and one novice, this program idea is simple:

1. Have three men in a registered quartet select a man who has never been known to sing in a quartet.
2. In private, have the quartet surrender a spot for the novice and teach him his part or have him do a familiar song.
3. Once he has demonstrated that he can sing his part fairly well, have the experienced men convince him to sing in front of the chapter.
4. The results: he'll be king for a night and won't be able to get a bit of sleep for a week!

The quartet in turn will become the chapter heroes if they aren't already.

Easy pickin's

Using four separate voice-part containers suggested earlier, this program is extremely easy to run but most enjoyable. Quartets are selected by drawing the names of all members and guests who have signed a list expressing their wish to participate.

Names are sorted according to voice part and placed in separate containers. To start the program off, the program chairman draws the name of the lead for the first quartet. The lead, in turn, draws the names of the tenor; the tenor draws the name of the bari and the bari, the name of the bass. The bass of the first quartet then draws the name of the lead for the second quartet and the pattern is repeated.

Woodshedding

The first Barbershoppers had no written arrangements; everything was put together by ear. We are still "ear singers," but many are tied to the written, published arrangements for our songs.

Is your barbershopping limited to singing prepared arrangements and tags? You are missing one of the most important elements in the diet of a Barbershopper. Try some woodshedding. Woodshedding is singing an "unarrangement." Woodshedding can go from the very basic finding of chords to adding swipes, to singing only four-part chords voiced for barbershop. We are concerned here with basic woodshedding... the first step!

Melodies travel along a "harmonic highway" that stretches from the beginning to the end of a song. Barbershop tunes spring from harmonic highways that are full of barbershop sevenths, with a minimum of

minor-type chords. A composer, when writing a melody, is aware (consciously or subconsciously) of the flow of the harmonic structure surrounding and supporting the melody.

In woodshedding, we work backwards; we listen to the melody and discover the harmonic highway that transports it. Since each note in a barbershop melody is almost invariably a part of the harmonic structure, the roadbed of harmony is revealed to the car as the melody flows along.

The basic woodshedding of barbershop, for quartets and choruses, is easy. Follow these rules:

1. All singers take a tune-up chord on the tonic (key note), using a hum or neutral vowel.
2. Have a soloist sing an unarranged barbershopable song.
3. All singers sustain the tune-up chord until the ear forces a move.
4. When a move is inevitable, try moving a short distance, one way or the other, up or down. Locate a note in the new chord. Never mind the number of parts, a chorus will naturally locate more chord tones than a quartet. The idea is to discover and follow the harmonic highway.
5. The solo singer should sing through any tough parts quickly and allow the harmony parts to locate the important harmonic pillars.

It's easy... it's fun. Any Barbershopper can do it, and every chapter meeting should have the woodshedding of a song as part of the evening.

Check the Society website for music and folio listings. For example stock 4040 are the woodshedding folio and 4810 learning tapes & 4811 learning CD's.

Try woodshedding these Songs

SONG	KEY
Bicycle Built for Two	F
Carry Me Back To Old Virginny	G
Down In The Old Cherry Orchard	Ab
Five Foot Two	C
I Don't Mind Being All Alone	Bb
I Want a Girl	Bb
I'd Love To Live in Loveland	G
I'm Alone Because I Love You	Ab
I'm Forever Blowing Bubbles	Bb
If I Had My way	Bb
In My Merry Oldsmobile	F
In The Evening By The Moonlight	Ab
In the Good Old SummerTime	Bb
Let Me Call You Sweetheart	Ab
Let The Rest of The World Go By	G
Meet Me Tonight In Dreamland	Ab
My Gal Sal	Bb
Peggy O'Neil	Bb
Put On Your Old Gray Bonnet	Bb
Shine On Harvest Moon	G
Tell Me You'll Forgive Me	Bb
The Sidewalks Of New York	G
When You And I Were Young, Maggie	Ab
When You Were Sweet Sixteen	Ab
When You Wore A Tulip	Ab
You Tell Me Your Dream	Ab

Barberpole Cat

The purpose of this activity is two-fold:

to encourage more quartet activity at the chapter level and to train every member with a number of like arrangements so they can participate and enjoy more quartet fun at inter-chapter, area, district and international functions.

The Barberpole Cat repertoire consists of 12 songs.

My Wild Irish Rose
Wait 'Til The Sun Shines, Nellie
Sweet And Lovely (That's What You Are To Me)

Down Our Way

Let Me Call You Sweathheart
Sweet, Sweet Roses Of Morn
Shine On Me
The Story Of The Rose (Heart Of My Heart)
Honey-Little 'Lize Medley
You're The Flower Of My Heart, Sweet Adeline
Down By The Old Mill Stream
You Tell Me Your Dream

Upon completion of the first six songs, the member receives a Barberpole Cat certificate of award. The chapter president, or the quartet activity chairman, should make an appropriate presentation of the award during a chapter meeting.

A Barberpole Cat lapel pin will be awarded to any member who successfully qualifies by singing his voice part of all 12 songs included in the Barberpole Cat repertoire.

The chapter president, program officer, director or quartet activity chairman may act as a committee to approve (or disapprove) each man as he attempts to qualify.

It is suggested that the 12 songs may be learned over a period of one year. In addition to the regular meetings, the songs can be learned prior to (early-bird chorus), or immediately following, the meeting.

One side one of the Barberpole Cat cassette has all 12 Barberpole Cat songs recorded with your voice part predominant. The flip side has the songs recorded with your part missing. You can easily learn any of the songs by singing as part of the quartet.

Change partners

This is an excellent rehearsal technique for the chorus as well as a sneaky way to coerce a fellow into singing in a quartet. The director can try this at any rehearsal at any time. The following is the procedure for this delightful singing experience:

1. Line up your tenors, one behind the other, facing the director.
2. Do likewise with the leads, baris and basses.
3. No one sings except the foursome directly in front of the director.
4. On the signal from the director, the quartet begins singing the prescribed song until such time as the director signals for a change.
5. The quartet directly behind the group presently singing pushes out that group & continues the song.
6. The quartet which has been pushed out retreats to the end and waits until such time as they individually appear in front again.

It's just like a monumental counter march... one foursome at a time. The process is repeated over and over again.

Chapter Jamboree

In conjunction with the Barberpole Cat program, a chapter novice quartet contest has been developed. This activity should be implemented by the chapter quartet-activity chairman and under the supervision of the Chapter Program committee. All Society members may participate in as many combinations as they wish. For instance, in some chapters, where there are fewer tenors and baritones, it will be necessary for these fellows to sing in more than one group. One rule that should be followed is that no quartet has more than one member who is presently singing in a given registered Society quartet. Costumes or uniforms are not required but might be encouraged. Music and judging would be the same as for the area quartet jamboree. Ribbons are available from the international office. The contest should be considered as a social event for the chapters and should be an evening of enjoyment for those who participate and observe. The competition is usually great fun and many chapters invite wives or sweethearts as well as potential members. This type of function can be held twice a year.

Chorus programs

Barbershop craft

Take a page from the Society craft manual or create your own. Make this an early evening program and refer to it all night. Give them something to think about and a chance to apply the lesson.

Mystery director

Arrive at your meeting place early and place an identification tag under the chair seat. Announce that the person with the tag under his chair will be the mystery director of “The Old Songs” and “Keep The Whole World Singing.” Be careful you don’t embarrass anyone. If no one has sat in that seat, sing VLQ style, taking a cue from the lead section.

Pinwheel

This program requires twelve participants and a director. Men form a semi-circle – tenor, lead, bari, bass, tenor, lead, etc. Any four consecutive members form a quartet. Select either a present chorus song, an old chestnut or a Barberpole Cat song. The director starts a foursome and then varies quartet make-up by changing consecutive foursomes as the song progresses. This is a fun way to polish words and music on relatively new material.

Eighth wheeling

On an evening when you plan to use the talents of one of your chapter’s organized quartets, ask them to sing a few numbers on their own and then in turn, ask one man in each voice part to come up and join them in singing octet-style. To fill out the octet, members who do not have many opportunities to sing in quartets should be asked, enabling them to become more confident and to learn to sing better. After one octet performs, the quartet then invites four more singers and the new octet sings another tune. Many times, the quartet can sing one of their rehearsed tunes and guide the rest of the men through the song. It’s surprising how many know all the words and music to some of their favorite quartet arrangements. Try it! Everyone benefits.

Line up the parts

Line up tenors, leads, baris and basses one behind another. Ask them to sing a Polecat selection or a chorus repertoire song. At some point in the song, signal the front quartet to move aside or allow the next man in line to tag the man in front and ask him to step aside. This mixes up the individuals into temporary quartets and gets everyone involved without a critical set of eyes watching.

Numbers

This is a program idea that can last for as long as those in charge want it to last. A resourceful program chairman is the key man in this endeavor; he should be well organized to make the following procedure clear to his men.

1. Cut up paper into small sheets and place in four piles.
2. Number each pile consecutively from 1 to 50.
3. Have tenors line up and take a number starting with one (1).
4. Have leads, baris and basses do likewise until each member has a number.
5. Once the above has been accomplished, proceed by having one quartet an evening appear and sing a song of its choice from the chorus repertoire.
6. The program chairman says: “All right, let’s hear from quartet number five!”
7. All men who hold the number five come forward and sing one song.

Obviously, a larger chapter with more representation in each part can enjoy several quartet combinations.

Sing it as it is repertoire

Use part of your program time to sing the songs your chorus has learned in rehearsal. It gives your members a chance to sing completely through a song without stopping for corrections. It also can be an effective sales tool for your guests for they get an opportunity to hear and see the results of rehearsal. A good plan for programming just prior to show or contest is to have quartets and octets sing only the songs the chapter plans to use in one or the other.

Sneaky tag-teaching to guests

Just before the mid-meeting break, have a member teach the entire chorus a new tag. Then, during the break, each singing guest will be able to sing the tag in pickup quartets or octets. Once he hears the thrill of locking in a chord, you'll have him hooked forever!

Choral confusion

Here's one that has a lot of possibilities. Use four men at one time to direct the chorus. One directs the tenors, another the leads, another the baris and the last the basses. Use a song the chorus knows and sit back and watch the fun. Ridiculous as it sounds, one chapter found several men by this method who had the ability to direct and at the same time had a lot of fun. You might face the voice parts in opposite directions to add to the confusion.

Octet contest

Choose two octets to compete against each other. Within the octet, select one experienced Barbershopper and one neophyte for each voice part. Then chose two members to act as director for each group. Each sings two chorus contest-type numbers complete with motions (either standard chorus motions or motions of their own choosing) and one other number. Judge them either by individual judges using Society rules or by applause of the remaining membership.

Vocal or Chorus coaching

Invite (paying expenses or whatever is the going rate. After warm up, introduce your coach for the night (from any category). Preselect a song or two to work through. After warm up, present the song to the coach. Give him free rein, if possible.

Woodshedding

Our organization's roots come from here and it is a good idea to revisit it from time to time. There is a book on this and a group called The Ancient and Harmonious Society Of Woodsheddors or AHSOW. There actually is a form to follow. The principal is sound. Select a song that does not have a distinct arrangement and have one man (a lead) sing the song to the group. You start with the "Home" chord (key chord) and only move when you must to make the chord sound good. Move as little as possible and stay there until you have to move again. Any chord is a good one. The selected song must not be too rangy, nor to complicated. Just have fun.

Summer church choir replacements

Many church choirs disband during the summer months. This would be a great opportunity for your chapter chorus (or a mini-chorus from your chapter) to offer all denominations the services of your group. The Society has published several books of barbershop hymns, so why not order about a dozen? Your chorus members don't have to memorize these arrangements, just carry the books with you when you sing on Sundays. (Don't forget to give the priest, minister or rabbi a brief announcement card which tells who your group is, where they meet and when, and that church members are invited to your chapter's rehearsals as

possible members. Stick around after the service for personal contact as well as sharing expressions of appreciation.)

Category education and information

Most Barbershoppers know very little about the three categories used to judge each chorus and quartet at contests. Obtain a list of the certified judges in each category from your district. Invite one judge in each category to present a program to your chapter on his specialty (not longer than 30 minutes).

Your chapter members not only will more about the judging system... they'll get a free coaching session out of it too!

From the four corners

Locate the four parts in the four corners of the largest room available, the larger the better. The director is located in the center of the room. The chorus unit sound is the goal. The director has to face 1-2 sections at a time and have his back to the others, focusing on the group that needs the most work. The section should try not to draw the director's focus.

Chapter show exchange

An ambitious inter-chapter event includes each chapter appearing on the other's chapter show (including any of each chapter's registered quartets). Lots of good fellowship here for both chapters involved... and lots more talent available for chapter shows too!

Circle of Friends

This one meets a number of needs. The director stands in the middle of the room. All the leads form a circle around him spaced evenly with enough room to fit the rest of the chorus in the circle. Basses join the circle, such that no two leads and no two basses stand next to each other (there will be gaps). Fit baritones in the gaps, then tenors. Now you have a circle of parts spread out. Work any song in your repertoire, especially ones where the harmonies are critical. Practicing this way, forces everyone to listen and allows every man to hear everyone else, without being able to lean on another in his part. This is also fun because everyone can hear the harmonies.

General Program Ideas

Pot Luck supper & show

Some of the best “vittles” are served up by our own wives. An inexpensive social event for the chapter is to obtain the cooperation of most of the members’ wives in contributing their best dishes to a potluck supper. It could easily be held at a member’s home (provided it’s large enough) or at a lodge hall in town. Invite a good quartet (and their wives, to) to provide entertainment after the meal, and then let the woodshedding continue until it’s time to go home.

Hotel Pool Party

This is excellent during the summertime as an extra-curricular chapter activity. Contact the managers of various hotels or motels located on the main highways. See if one manager will provide his pool for a special chapter pool party for members and wives. Also ask him to publicize the event on the motel’s marquee and in any advertising he does in the area... all this in exchange for free entertainment of motel guests and townspeople during the weekend date.

The dinner theatre concept

Several chapters have forsaken normal annual shows in favor of regular “beer and pretzel” shows, with a lot less work involved and a lot more fun for both the audiences and members. If there is a dinner theatre close to your town, talk over the possibility of taking over the place on the theatre’s “dark” night (usually Mondays). If there is not a dinner theatre in your town, consider a nightclub or dance hall. Fix a fee for the owner to cover his overhead and costs for the evening (maybe a few hundred dollars). Make arrangements to purchase enough beer, soft drinks, chips and pretzels for a capacity house. Sell your tickets on an all-you-can-eat-and-drink basis for from \$5 to \$10. Have at least two quartets and your chapter chorus on the show program, with your chorus members serving the eats and refreshments to the patrons in their chorus uniforms prior to the show and during refreshment breaks. If you can put together a Dixieland band from your chorus membership, this produces a great entertainment break. Chapters have cleared from \$1,000 to \$10,000 on these shows, with a lot less work involved than a full-blown annual show.

Bonus Bucks

Here’s an idea that a chapter found extremely useful. They had play money, or “funny money” as they call it, printed starting with a \$500 bill, \$1,000 bill, \$5,000 bill, \$10,000 bill, \$20,000 bill and finally as \$50,000 bill. (These bills were of appropriate size so that six could be placed on one 8 ½ x 11 paper and then cut into separate bills) These bills were then given as a positive reward to members who successfully participated in the various activities of the chapter. For example, if you were in your chair at the beginning of the meeting or by the end of the singing of “Old Songs.” you would receive a \$500 bill and be told to save it for the future. If you attended a performance, you received a \$100 bill. If a member participated in a planned program in either a quartet or octet, he received a \$5,000 bill. If a member were to organize and present a planned program, he would receive a \$10,000 bill. The chapter had a long list of things to do to receive bonus bucks.

After six months of distribution, the chapter conducted an auction. They selected a set of donated gifts from their advertisers or from chapter members themselves, white elephants, and perhaps some Society recordings, pitch pipes or something along the music line. During the evening’s program, those items were auctioned off and, of course, the only usable currency were the bonus bucks. If you had the loot, you could then bring home some goodies. It boiled down to the simple fact that the more an individual member

contributed to the success of a chapter, the more money he obviously had available to bid on some rather nice items. This idea can also be used as part of a ladies or family night program.

The bonus bucks could be used, too, to let the chapter members pay part of their way into the contest.

Birthdays and anniversaries

Compile a list of the birthdays and anniversaries of all your members. As the dates come around, announce them in your bulletin and at the meeting. Give some background about the member and then present him a cupcake with a candle in it.

Father-son-grandson night

You would be surprised how many fathers don't expose their youngsters to barbershop harmony – or assume that they won't be interested. By having a father-son night program, you'll honor these youngsters in a way that will be meaningful to them... and expose them to dad's barbershop music at the same time. It might be a good idea to arrange to bring a local high school chorus or barbershop group down to entertain for that night.

Past president's night

Contact all your past presidents and make certain they attend. Introduce them to your members; mention the year(s) they have served and something of significance that happened during their tenure of office. Have your honored guests tell some of their experiences as chapter president and encourage them to sing for your members. Add some of your own ideas to the above suggestions and you will have an enjoyable and rewarding evening.

Barbershopper of the month

This is a program that has so many good side effects it's worth doing once each month. A committee of one can accomplish the entire project, and that one man will have the time of his life.

Set aside one of your meeting night programs each month to honor one man in your chapter who has, either in the last month or more likely in the past, contributed his time and talents to the chapter, above and beyond the call of duty. (Each chapter has three to seven of this type!)

Once the chairman has determined his own choice, he begins to research and develop his portfolio of facts on his target's background. He can begin by interviewing the wife of the member and in "this is your life" fashion, glean as much information as possible about the younger life of the honoree. Such facts as birthplace, place of education, highlights during courtship, etc/ when unfolded, give the entire membership an opportunity to learn a good deal more about that great guy that never misses a meeting and sings a mean baritone. Handled properly, the information can prove to be most amusing and impressive, but great care must be taken to avoid any possible embarrassment to the honoree.

If possible, perhaps the parents or the man's employer may be secretly brought into the final program. Photos taken during childhood are always interesting, as is unusual information the chapter may not know about.

On the scheduled night, after the break, the chairman kicks things off by having the director lead the chapter in one or two barbershop chestnuts. Then he reminds the assembled that this night's program is the Barbershopper of the month. (In almost all the chapters which practice this method, the members do not have to be reminded. This is one night no one misses... after all... it may be you!) Perhaps he can pass around a photo of a baby, three month old, resting coquettishly on a white bear rug.

Naturally, the members will be making cracks about whom they think the model in the picture is. Perhaps someone will accidentally call out the name of the honoree: “Oh, that’s gotta be Frank Dillybaker!” If so, the acknowledgement is made... Frank is called forth to be honored as... the Barbershopper of the Month.

In due course, then Frank’s story is told, bit by bit. In between introducing his wife, children, parents and perhaps employer, his background is highlighted to the chapter, letting each man know his friend a little better. In addition, the director leads the chorus in two of Frank’s favorite songs and, likewise, the local chapter quartets dedicate a number or two to Frank.

Needless to say, you have taken the time to honor a man in your chapter and simply, to say thanks for all his contributions to the welfare of barbershopping.

Finally, Frank should be presented with some tangible memento of the evening. Some chapters give the recipient a tape recording of the event. Others, a trophy of some nature. We suggest something in good taste, handmade, perhaps, by one of your more talented hand-craftsmen in your chapter. In this case, it truly is the thought and not the price that counts.

Invite outsiders

Ask outside performing groups to visit and perform for your members (magicians, bagpipers, square dancers, etc). Be considerate, be courteous. Do not rehearse in front of the guests, unless they want to see you in action. You may reciprocate with a brief chorus and/or quartet performance.

School guests

Our Society members have their fair share of children, and many of these children engage in musical activities in their schools. Invite these school groups to make an appearance at one of your chapter meetings. Let them entertain you and let your chapter entertain them. Remember, though; don’t overdo it as far as the chapter is concerned. Let the kids have equal time.

A program of this kind not only lets the kids and their schools know we appreciate their efforts, but it also establishes an identity we too many times fail to establish. Incidentally, plan to end this meeting no later than 9:30 PM

Charter member night

Look through your records and invite all your chapter’s charter members (whether or not they are still active) to one of your meetings. Have a planned program, using one of the ideas in this manual, with gang singing, quartet singing followed by woodshedding. For an additional fine touch, do a little research to find out some of the songs the chapter sang during its first year and provide copies for the chapter to sing. If you don’t push to hard, but just show them the typical hand of barbershop friendship, this might be just the move needed to get them back in the chapter if they haven’t been active.

Ladies amateur night

This one takes some planning. It should turn into quite a variety show. No vocal quartets allowed unless they are mixed voices – two husbands and their two wives – so, you will have to be a talent scout.

Find out which of your members and their wives play musical instrumental; Dance (soft shoe, tap, etc.); Sing (solo or duet, that that is); Pantomime; Juggle; Perform magic; Do imitations.

Then work up a good, fast-moving program to run about an hour. You might start the evening off with some gang singing and arrange for some kind of simple refreshment to follow the program.

A good suggestion is to include a couple of wives on your committee.

White elephant sale

This comes in handy a Christmas time if you plan to hold a Santa Claus party for the children of your members. You'll want to have gifts, candy and ice cream for the young'uns but where do you get the funds? This may be your answer.

About a month before the Christmas party, ask each member and his wife to attend a "white elephant" sale on a pre-selected night. It could be your program for a regular meeting night. Everyone of us has a goodly supply of white elephants up in the attic. If they're former gifts from your maiden aunt, you hate to throw them away, yet you just can't muster the courage to display them in your home. Let's face it... they're white elephants!

Each member and his wife bring their goodies to the meeting. One of the more gifted extroverts in your chapter acts as auctioneer, and you unload all your goodies on the bidders. Chapters, which have tried this program, have collected as much as fifty to sixty dollars from the auction. From this sale, you provide a gift for each child and refreshments for the entire group. (Poll the members beforehand and list the age a sex of each child who will attend the party. Any toyshop will be pleased to give you a hand in the selection of the proper gifts.)

You'll have a great party for the children plus an evening of fun for the adults. Most of the ladies love to go to auctions and this will make them happy. But don't be surprised to see the same "elephants" on the counter next year!

Service club night

Invite members of the Rotary, Kiwanis, Lions, etc., one group at a time, to one of your regular meetings. Stress the fact that we are a service club, too. Go through a typical meeting, showing them a typical chorus rehearsal. Invite them to participate in a tag quartet or some other simple program and conclude with a showing of the Society's Singing is Life video. Suggest that they have a barbershop harmony meeting and offer to sing for them. Several chapters, which have tried this program, have succeeded in presenting paid package shows for the same organizations. The main purpose of this particular meeting should be educational, developing communication and good public relations.

Society education

None of us, whether old or new members, probably realize all of the activities our Society provides for us. For example, how much do you know about the contest system, the judging program, your district, the Society? Who makes the Society laws? What is the International Board of Directors? What is the Society Executive Committee? What does each do? What is the function of the Society's International office staff? The answers to all these questions are contained in the various chapter officer manuals.

Because your membership vice president is responsible for such education, why not ask him or a member of his committee, to prepare a ten-minute orientation session for one of your program sessions once each week. You'll be pleased and surprised at the acceptance and appreciation of the membership. Perhaps for the first time they'll realize all of the outlets for their talents available to them.

Believe us, this information can breed real strength into a chapter. As a variety of this program, make cards with the question on one side and the answer on the other, and then run a contest.

Barbershopper of the Year

Keep accurate records throughout the year of the activities of your members. Issue points for attending meetings; more points if he arrives on time; for attending chorus engagements; singing in quartets; attending both District and International conventions; bringing guests to meetings and additional points if the guest eventually joins; outstanding work on chapter committees and any number of other qualifications can be counted. At the end of the year, preferably at some special chapter function, present the member who has accumulated the most points a suitable plaque, scroll or trophy. You might also tell the other members how he was judged, and that he is your chapter's Barbershopper of the Year.

Old Timers' night

If your chapter is more than five years old, chances are you have some former members still in town who had to drop out in the past for one reason or another. By having an old timer's night (with old chorus photos, etc.) you're liable to entice these dropouts back into regular attendance again. Send formal invitations to make the evening a big blowout! These former members will consider it an honor to have the chapter remember them with the event.

Advertiser's appreciation night

This one pays dividends. They call it "advertiser's appreciation night" and here's how it works. Within two weeks following the annual chapter show, merchants who advertised in the show program are invited to a regular chapter meeting. Because the chorus is well prepared, they entertain the guests with their show numbers, and the guests are then invited to participate with the chorus in gang singing.

If you wish, you could also engage them in a short rehearsal of a new song, making certain it is not too difficult, so that the guests can capture a part of the flavor of a normal rehearsal.

At the close of the meeting, you might serve a light lunch. You'll find that the merchants will look forward to these events, and you will experience very little difficulty in reselling program ads to the same customers next year. Some chapters have found that merchants turn out to be some of the greatest ticket sales boosters.

You could also send each merchant a Christmas thank-you card with a picture of the chorus thereon. It's good public relations as well.

Visit a neighboring chapter

This takes planning to arrange the visit (transportation) The other chapter is the host and provides the hall, directions, seating, entertainment and snacks. You can volunteer to help in any way you wish. Promote the affair to your men and the visitors.

Reverse the visit

You are the host. You make sure greeters are in place and directions are provided. Make sure there is room for you guests. Schedule the activities, entertainment and snacks. Provide maps to get the guests to you. Promote the affair to your men. Plan for a non-rehearsal night.

Family nights

Have something for everyone. Invite wives and children. Have something to eat (if not a dinner). Seek out entertainment from outside the chapter, if possible to allow families to be together. This can be a picnic, a pot luck dinner, a Christmas dinner or just a fun gathering just let your families know you appreciate their letting you out to sing with these guys. Every member introduces his family. Nametags are optional. Who knows, you might find new friends.

Video programs

The Society has an impressive line of video recordings and many districts and chapters have libraries. Or you can bring in any other entertaining recorded package. Try not to present more than 40 minutes, unless your leadership team is completely out sick.

Learn discipline

One thing that Barbershoppers love to do is talk. Members need to know how distracting this can be. It can be discussed or you can use a “plant” to get the point across. Remind guys that they may have something to say, but do the music team or chapter administration needs to say. If everybody talks, nobody listens.

Mystery night

Tell your members in advance that on a given date you are going to have a “mystery night.” They’ll think some other chapter is going to visit you or that you are going to visit another chapter.

Fool them!

Secretly contact the wives or girl-friends of the members and ask them to prepare a pot-luck snack. Don’t use your regular meeting place, get another hall. Have the members meet at an appointed place just as though you were going out of town. Proceed to the hall and look at the amazement on the faces of the members when they find the wives and girlfriends there with the snack laid out.

IMPORTANT!

Keep the evening social. No formal rehearsal just gang singing, woodshedding and everybody talking when there is no singing going on.

The chapter which tries this likes it so much they are making it an annual affair. Only problem – getting the ladies to keep the secret.

Strictly-not-a-barbershop night

Many of your chapter members may be musically talented or have interest in music other than barbershop – and yet they never publicize the fact. By having a kind of talent night, where your members (maybe in the company of their wives) show their talents in other areas of entertainment (ventriloquism, musical instrument, marionettes, dancing, etc.), you provide an evening of fun, entertainment and surprise.

Barbershopper of the night (credits to Ray Wilt – Cincinnati Chapter)

This one is most endearing. At the end of the evening (each week), one member is selected (most active, most expressive, hardest working, best coffee, any reasonable excuse) and called down in front of the group. Being named barbershopper of the night needs to be for some reason and name it to the group. The props must be prepared in advance. Use this soliloquy:

“It has been long held, that a man’s needs can be summed up with three basic things.... A cold beer, a chocolate chip cookie and a little sex. Oh! and one more thing.....Recognition! Therefore I present to _____, our barbershopper of the night, his cold beer (regular or root beer), his chocolate chip cookie and his little sex (a small wooden button on a ribbon with “SEX” written on it) and our thanks for a job well done. (Applause)

This takes all of three minutes, but the effect is priceless.

Your personal barber night

Your barber still comes in contact with probably more men every day than most businessmen. It couldn’t hurt anything to have a “bring your barber night,” so he can see just what you’ve been talking about all

these years while he tries to cover up your bald spot. He just might pass the word on to other customers about your talented singing organization (and who knows how many he can recruit in a year)!

County/state fair booth

County and/or state fairs offer a fantastic opportunity to reach prospective patrons to shows and singers for your chorus in large numbers. Many chapters have sponsored booths, either alone or in cooperation with other nearby chapters, in which they hold drawings for records, show tickets, show tickets, merchandise, etc., in order to get names for show or member prospect lists. Playing recorded barbershop music is another way of getting attention. One chapter obtained the names of over 80 men who were interested in singing barbershop music with the chapter's chorus!

Lights out and listen

When the new district or international championship chorus recording is available, bring it and something to play it on. Have all members sit in their chairs, turn out the lights, and turn up the sound. Let your members soak in the great sounds of those top choruses in the dark with no distractions. It'll inspire them to try to imitate the beautiful sounds made by larger, more proficient choruses.

Building your show patrons list

Offer to sing free for any civic group in town, just for the right to have a copy of their membership roster. Add these names to your annual show or dinner theatre show list and build it up year after year. (And have a ball performing all these free shows for appreciative civic groups too!)

Christmas fun night

Here's the way it worked for one chapter: Secure gimmicky" gifts for all members. Try to find gifts, which fit the personality or traits of the individual. If you have a man in the chapter who has the ability to assemble special kits or plaques for certain individuals, you may want some of these. Important – keep it in good taste. Don't take the chance of making someone angry or hurting someone's feelings. Select a person as your MC or Santa who has the knack for handling humorous occasions and let him handle the presentations. Of course you'll want to sing, but don't make the singing a formal chorus rehearsal. You might try the book of Christmas songs. Keep it fun.

Youth in Harmony

There are numerous programs, which can be built around high-school singers and show choruses in your town. The Society has developed approved programs for your area, and they can be obtained by contacting the international offices for information. They'll help both your community relations and your chapter programs!

Officer installation

Devote this entire meeting to the official installation of the new chapter officers and, at the same time, entertain your ladies – thank them for their past support and solicit their future aid. Make this a dinner meeting (perhaps on a "Dutch treat" basis) with a carefully planned entertaining program.

The format:

6:30 – 7:00 PM Get acquainted period

7:00 – 8:00 PM Dinner

8:00 – 8:10 PM Welcome talk by outgoing president

8:10 – 8:30 PM Installation – (preferably by a counselor or district officer)

8:30 – 8:40 PM Acceptance by incoming president

8:40 – 9:30 PM Planned program (quartets, chorus)

9:30 - ?? Woodshedding and socializing

If held during December (as a Christmas party) this special event can be augmented with a few more ingredients, such as:

Presentation of special awards

Gift exchange or presentation of gifts for ladies

Raffle and/or remembrance for chapter's favorite charity

Additional entertainment (guest quartet, stage acts, music, movies, etc.)

Dancing (round, square or otherwise)

For good public relations, as well as adding dignity of election to chapter office, you might invite your mayor, manager of the chamber of commerce, news media people, local ministers, district officers and their wives to the installation dinner or installation night. Request your guests to make a few remarks (short) and have the district officer install the officers. This program may be the means by which your community sees you in a new light, bring you closer to the district and Society, and at the same time do some important internal public relations at home by bringing the wives into the evening.

Organize a quartet and be ready to sing two songs (not including “The Old Songs” or “Keep The Whole World Singing”) at the meeting.

Founder's month program

Definitely for April! The following set-up for a quiz program is a fitting program to honor the Society's founder and, at the same time, remind ourselves of the facts we should remember about our chapter, our district and our Society.

The meeting can close with the reading (by the chapter president) of the Code of Ethics while the chorus softly hums “Keep The Whole World Singing” in the background. (At the conclusion of the reading, the gang should sing out another chorus of the song.)

This program is act set up by selecting four 4-man teams – one each from your tenor, lead, bar and bass sections. Names can be drawn by lot or any method you desire. The idea, however, is to end up with four teams; one composed of tenors, one of leads, etc.

The four teams should stand in front of and face the audience, with a moderator standing in the middle. Four containers – one for each of the categories; chapter, district, International and general – should be used to hold the cards bearing the questions (and answers).

The first question should be taken from the chapter category and asked of the first man on the team. If answered, the next question is drawn from the same category and asked of the first man on the second team and so on. The second question is then taken from the district category and handled in the same manner and so on with the third and fourth questions, then begin again.

As each man misses, he returns to the audience... the next team, then is given the opportunity to answer, then the next. If no team can answer, the audience is asked. If still no answer, the moderator should give it.

The last man of a team, however, even though he may fail to answer, will remain at the front of the room until only one man remains from each team. (You guessed it – there is a quartet.)

Further treatment of a quiz program of this kind may be varied in a number of ways – with or without prizes of some kind. Questions, which can be used, are listed below:

Quiz Questions: Chapter category

When was the chapter chartered (year)?
Name five past chapter presidents.
What quartets appeared on last year's show?
What songs did the chorus sing on last year's show?
When do the chapter officers take office?
What is the chapter membership?

How many charter members are now in the chapter? (Name one.)
Who was the chapter's first president?
When did the chapter produce its first show?
Name one quartet that appeared on the first chapter show?
What was the name of the sponsoring chapter?
Who was the chapter's first chorus director?

Quiz Questions: International category

Name the international president.
Name the immediate past international president.
Name the international executive director.
Name one other staff member at the international office.
Name and give titles of at least two officers of the International Board.
Who elects the International Board?
Who comprises the International Board? (3 past international presidents, one representative from each district, executive director, without vote, and Executive Committee.)
When was the Society founded? By whom? (O.C. Cash, 1938.)
What is the "birthday" of the Society? (April 11.)
Where was the 1980 international convention held? (Salt Lake City)
1981 Convention (Detroit)

1982 Convention (Pittsburgh)
1983 Convention (Seattle)
1984 Convention (St. Louis)
Name the 1986 international champion quartet (The Rural Route 4)
Name the 1985 International Champion Quartet (The New Tradition)
Name the 1984 International Champion Quartet (The Rapsallions)
Name the 1983 International Champion Quartet (Side Street Ramblers)
Name the 1982 Champion Chorus (Vocal Majority.)
Name the 1981 Champion Chorus (Thoroughbreds)
Many other questions of a general nature may be used.

Quiz Questions: District category

Name the district president and his chapter.
Name the district's immediate past president.
Name the district vice president(s).
Name the district secretary.
Name the district treasurer.
Name the current district quartet champion and their chapter.
Name the current district champion chorus.

Where was last international preliminary contest held?
Where was the last district contest held?
Where will the next district contest be held? When?
Where and when will the next International preliminary contest be held?
When was district chartered? (Year)
Who elects the district board of directors?
Who elects the district officers?

Talent Survey

This survey will not make you a candidate for an office, position or other. It will allow the administration to review capabilities and attempt to match them with the needs. Your serious response will be appreciated.

Name:
Phone: _____
Street:
City Zip:

Occupation:

I sing: Tenor Lead Baritone Bass

Barbershop Experience: _____

Mark the appropriate responses:

- | | | | |
|---------|---|---------|---|
| 1. | <input type="checkbox"/> I am a follower
<input type="checkbox"/> I can lead others to the exit
<input type="checkbox"/> I work well in small groups
<input type="checkbox"/> I would like to try leading
<input type="checkbox"/> I have led others, before
<input type="checkbox"/> Follow me, boys! | 4. | <input type="checkbox"/> I am a coach potato
<input type="checkbox"/> I came to sing period
<input type="checkbox"/> I have occasional brainstorm
<input type="checkbox"/> I am full of ideas
<input type="checkbox"/> I'd like to share my ideas
<input type="checkbox"/> You ain't seen nothing, yet |
| 2. | <input type="checkbox"/> Don't count on me
<input type="checkbox"/> I can count with my shoes off
<input type="checkbox"/> I can balance a checkbook
<input type="checkbox"/> I understand higher math
<input type="checkbox"/> I am an accountant
<input type="checkbox"/> I teach math | 5. | <input type="checkbox"/> I read the words on the music
<input type="checkbox"/> I can find middle "C"
<input type="checkbox"/> I read music after a fashion
<input type="checkbox"/> I play an instrument

_____ <input type="checkbox"/> I might help teach music
<input type="checkbox"/> I can coach <input type="checkbox"/> Music <input type="checkbox"/> Performance
<input type="checkbox"/> Send me to Director's |
| 3. | <input type="checkbox"/> I make good paper airplanes
<input type="checkbox"/> I erase a lot
<input type="checkbox"/> I can read my own writing
<input type="checkbox"/> Others read/understand my

<input type="checkbox"/> I take dictation
<input type="checkbox"/> I write stories
<input type="checkbox"/> I can run a library | College | <input type="checkbox"/> I teach @ Director's College |
| writing | | 6. | <input type="checkbox"/> I am a Hermit
<input type="checkbox"/> I speak, when spoken to
<input type="checkbox"/> I like people
<input type="checkbox"/> I want to help others |
| | | 7. | <input type="checkbox"/> I get tongue-tied easily
<input type="checkbox"/> I can tell a joke
<input type="checkbox"/> I'm a fair public speaker
<input type="checkbox"/> I can and want to act
<input type="checkbox"/> Give me a subject |
| | | 8. | <input type="checkbox"/> I finger-paint
<input type="checkbox"/> I've painted a house
<input type="checkbox"/> I can use a hammer
<input type="checkbox"/> I like to fix things
<input type="checkbox"/> I can layout stage sets
<input type="checkbox"/> I can follow a blueprint
<input type="checkbox"/> I'll give you a bid |
| | | 9. | <input type="checkbox"/> I can't find a hat on my head
<input type="checkbox"/> I can organize my room
<input type="checkbox"/> I plan vacations
<input type="checkbox"/> I hold organized events
<input type="checkbox"/> I program computers |

10. __ I have two left feet
 __ I can move in rhythm
 __ I like choreography
 __ I could write/teach

choreography

11. __ I'm no salesman
 __ I have interested
 __ I could sell tickets to friends
 __ I'd sell ads for the annual

show

- __ I am a salesman
__ I sell used cars

12. __ I live for competition
 __ I love chapter shows
 __ I want to sing for people
 __ I prefer to gang

sing/woodshed

- __ I want to be in a quartet
__ Leave me alone

Chapter Survey

The following survey is being conducted to aid in the programming of regular meetings and other events. The opinions and suggestions obtained here will help to attain this goal. Please read all questions thoroughly and answer honestly. You do not have to sign this survey.

Please write or print clearly.

AGE: Under 20 ____, 20 to 25 ____, 36 to 50 ____, 50 to 65 ____, Over 65 ____.

Meeting should START at: 7:30 PM ____, 8:00 PM ____, 8:15 PM ____, 8:30 PM ____.

Meeting should END at: 10:00 PM ____, 10:15 PM ____, 10:30 PM ____, 10:45 PM ____, 11:00 PM ____.

LENGTH of meeting should be: 2 hours ____, 2.5 hours ____, 3 hours ____.

Meetings should HAVE: More variety of activities ____, Less variety of activities ____, Same as present ____.

(EXAMPLE: tag singing, makeup quartets, gang singing, Joke telling, guest quartets, teaching of Society history, etc.)

I suggest the following:

Assistant chorus directors should be called upon: More ____, Less ____, Same as present ____.

There should BE: More public performances ____, Less public performances ____, same ____.

Maximum public performances per MONTH should BE: 1 ____, 2 ____, 3 ____, 4 ____.

There should BE: More family activities ____, Less family activities ____, Same as present ____ .

(EXAMPLE: dances, Christmas party, corn roast, picnic.) (Activities can be just chapter or inter-chapter)

I suggest the following: _____

The chorus teaching method is Working very well ____, Working well ____, Needs work ____.

(EXAMPLE: Recordings, teaming team, sectional rehearsals, time given to absorb music)

I suggest the following: _____

Meetings need: More section practices ____, Less section practices ____, Same as present ____.

Would you be willing to come early for practice sectional rehearsals? YES ____, NO ____ .

Would you be willing to come early for Practice Stage presence? YES ____, NO ____ .

Would you be willing to come early for vocal lessons? YES ____, NO ____ .

Would you be willing to come early for Barberpole Cat numbers or tags? YES ____, NO ____ .

Do you feel the chapter has made any progress in the past year? YES ____, NO ____ .

Please explain your answer: _____

Do you have any ideas or suggestions that might improve chapter attendance or help retain membership?

Please list: _____

List suggestions you have that would IMPROVE our chapter in ANY WAY?

Are you in favor of working towards competition and can commit an amount of time and effort to do so?

YES ____, NO ____ . How much time? 40 minutes per week ____, 1.5 hours per week ____.

Entire rehearsal ____,

Extra Rehearsals ____, Whatever it takes to be ready ____.

Are we doing enough vocal coaching and barbershop craft?

YES ____, Need more ____, Need less ____.

What do you feel are the chapter's strong points? _____

YOUR NAME (optional) _____