

Mr Joseph MacBenn, Director



Handbook
for
Members and their Guardians
Lima Area Youth Orchestra
2023-2024

The Lima Area Youth Orchestra

Handbook

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WELCOME!

Congratulations and welcome to the Lima Area Youth Orchestra. This group consists of a number of local talented musicians from schools surrounding the Lima Area, as far as a fifty (50) mile radius from the city. The LAYO is dedicated to maintaining the highest standards, and we expect all members to share in our goals and endeavors to reach their full musical potential. Your commitment to rehearsals and concerts will serve as an inspiration to all who hear your performance.

This handbook contains important information you will need as members. Members and parents should read this handbook carefully. Your compliance with the organization's regulations is vital to the professionalism and musical integrity of LAYO. Failure to comply with these policies may result in dismissal from the orchestra.

The Lima Area Youth Orchestra

The Lima Area Youth Orchestra started, by our records, in 1968 when legendary Lima musician and conductor Joe Firszt contacted Lima lawyer and head of the Noon Optimists Walt Lawson, Jr. A string of excellent musicians has held the baton for LAYO, including Lima Senior band director Joel West, Ohio Northern Dean Allen Drake, Ed Williams, Bath band director Erin Grim, Dr Sarah Waters, and many others. Mr MacBenn is the current director of the group.

LAYO is partnered with the Noon Optimists, The Lima Symphony Orchestra, and numerous other local businesses and the local Free and Accepted Masons, and as such strives to operate in a manner as close as possible to that of a professional symphony orchestra.

LAYO, school music programs, and private teachers share the common goal of training the next generation of musicians, audience members, and arts supporters. LAYO requires its members to actively participate in their school music programs, playing the same instrument as in LAYO where possible. If there is no school orchestra or band, an exception may be made. We expect LAYO members to be leaders and role models in their school music programs as well as their community at large.

Auditions for Membership and Seating

Auditions for entrance into the Lima Area Youth Orchestra are held in the early fall for the orchestra. Members are accepted by audition only, including members of the previous year's orchestra, though veterans will often be given seating preference over newer members.

Your audition determines your seating. All seating arrangements and subsequent changes will occur at the discretion of the director(s).

Audition music will consist of scales or rudiments, and/or an etude of the director's choosing, and a brief solo work of the prospective member's choosing. Accompaniment is not required. Auditions may be completed in person or submission of video recorded material.

Membership Fee

As with most youth orchestras across the country, there is a fee charged in order to belong to LAYO. The membership fee for participating in the Lima Area Youth Orchestra is \$100. Each member is provided a scholarship from our donors to cover the fee. In order to receive this generous scholarship, members of LAYO are expected to:

- > Attend the majority of rehearsals
- > Practice music on their own time
- > Arrive to rehearsals 5-10 minutes prior to downbeat
- > Have all music, instrument needs, and a pencil at every rehearsal
- > Communicate schedule conflicts with the directors

Failure to adhere to these stipulations will jeopardize the scholarship.

This organization will not deny an eligible student because of financial hardship.

Donations by members and by outside parties and/or organizations are freely accepted.

Attendance Policy

A guiding principle of LAYO is that extraordinary dedication is essential to achieving music excellence. While performances often provide the most memorable highlights of the season, our rehearsals reveal most about who we are as musicians and an ensemble: our personal dedication and musical maturity, our respect for one another, and our ability to work together intensively. Members are expected to be present at all rehearsals, to prepare diligently for rehearsals, and to contribute to the best of their abilities during rehearsals.

The following guidelines will be enforced:

- ⊕ Orchestra members are expected to arrive at least five (5) to ten (10) minutes prior to any rehearsal. Excessive tardiness may result in reassignment of chair position or dismissal from the orchestra.
- ⊕ All orchestra members are expected to sign in upon arrival. Signing in for members other than yourself is not permitted.
- ⊕ Some form of communication of absence is required PRIOR to the absence. The directors' contact information have been provided in later pages. This includes illness.
- ⊕ Performances or events sponsored by your school music program, solo and ensemble contest, or other events required by your school music program will be considered **excused** absences. For school music events, communication must be made at least one (1) week in advance.
- ⊕ Absences for standardized testing (SAT, ACT, PSAT, etc...), college auditions or visits, family events, academic contests, other nonmusical school events, weddings, vacations, etc... are considered **unexcused** absences and are strongly discouraged. Reminder: communication must be submitted at least one (1) week in advance.
- ⊕ In the event of sudden illness, please communicate with the directors. Likewise, no member may leave early from rehearsal without prior permission from one of the directors, either written or verbal.
- ⊕ No member shall be excused from a dress rehearsal or any rehearsal scheduled within seven days of a concert. Absences from a dress rehearsal may be cause for reassignment of chair position, denial of permission to perform in the concert and/or dismissal from the orchestra, based solely upon the discretion of the directors.
- ⊕ Absence from a concert will be cause for reassignment of chair position or dismissal from the orchestra, at the discretion of the directors.
- ⊕ A maximum of three (3) absences (excluding excused ones) is permitted each semester. A semester is defined as follows:
 - First semester: September through December
 - Second semester: January through March

⊕ When a member reaches three unexcused absences, a warning will be issued. Excessive unexcused absences will result in reassignment of chair position, revocation of scholarship, or dismissal from the orchestra, at the discretion of the directors.

Conduct

Orchestra members should conduct themselves in a professional manner at all times. This means alert, observant, and courteous attention; enthusiasm for activities; punctuality and dedication; and attention to all directions given by either of the directors, coaches, or other visiting “dignitaries”. Failure to do so may result in the immediate dismissal from the orchestra, at the discretion of the directors.

The use of electronic devices (including but not limited to phones, talking or texting, listening to music, etc...) is strictly prohibited during rehearsals and performances. However, the use of electronic devices to make sure that you are in tune is highly encouraged.

Music

Each member of the Lima Area Youth Orchestra will be provided with a folder including all music for the current program. This music must be brought to each rehearsal, and it will be the musician’s responsibility to mark important changes, dynamics, bowings, etc... in **pencil**. There will be a charge for lost or damaged music. In addition, any charges to LAYO from music publishers because of late return of music will be passed on to the student whose music caused the late return.

Concert Attire

The goal of concert attire is to create a professional and uniform appearance for the orchestra. All members should dress appropriately with this in mind. Members will be required to have 3 performance outfits for the year.

*Members should dress in “formal/festive attire” for the Christmas Concert.

*The Children’s Concert requires black bottoms with black shoes and the official LAYO polo shirt, which will be ordered in January/February.

*The Noon Optimist Home Show requires the same as your Children’s Concert.

*The Spring Finale Concert should be formal concert black.

♪ All clothing should fit in a professional manner.

♪ Modest jewelry and simple, modest hair accessories

♪ Lima Area Youth Orchestra polo shirt (to be ordered in January/February, if you don’t already have one, or have one that is too small or large) roughly \$20.

♪ Jeans, corduroys, leggings are forbidden in performance situations

This is the definition of Concert Black:

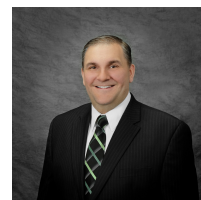
♪ Black tuxedo (no tails) OR black suit, white dress shirt, black bow tie, black dress shoes, black socks

♪ Black floor-length dress, black dress shoes

♪ Black blouse with $\frac{3}{4}$ or full-length sleeves, professionally fitting black dress pants or black floor-length skirt, black dress shoes

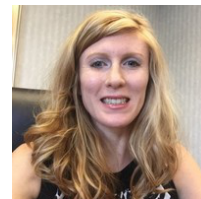
LAYO Associates

Mr. Joseph MacBenn, Co-Director, Lima Area Youth Orchestra
josephmacbenn@gmail.com
330-206-2300 (call or text)



Rachael Lewis, Co-Chair, Lima Area Youth Orchestra Committee

Jess Good, Co-Chair, Lima Area Youth Orchestra Committee



Elizabeth Brown-Ellis, Executive Director, Lima Symphony Orchestra



Maestro Andrew Crust, Music Director, Lima Symphony Orchestra



Mr. David Stein, Director, Lima Senior High Orchestra



Calendar

This is the LAYO calendar for the year. Your presence at all events is paramount to the success of the entire organization. Changes to the calendar will be made and announced as soon as possible, and at the discretion of the directors. We have attempted to include other events, as much as possible, so that parents & members can plan accordingly.

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| **Saturday, September 2, 2023 | Open house @ Lima Safety City. 10AM-2PM |
| Sunday, September 10, 2023 | All Auditions Complete. Notifications to members. |
| Sunday, September 24, 2023 | Cadet Orchestra Rehearsal 2-2:50
ALL parent meeting at 3, LAYO Rehearsal following until 5 |
| Sunday, October 8, 2023 | Cadet Orchestra Rehearsal 2-2:50
LAYO Rehearsal 3-5 |
| **Saturday, October 21, 2023 | Trick or Treat at Safety City: help pass out candy, can wear a costume. 11:45AM - 2PM |

Sunday, October 22, 2023	Cadet Orchestra Rehearsal 2-2:50 LAYO Rehearsal 3-5
Sunday, November 12, 2023	Cadet Orchestra Rehearsal 2-2:50 LAYO Rehearsal 3-5
Sunday, November 19, 2023	Cadet Orchestra Rehearsal 2-2:50 LAYO Rehearsal 3-5
Sunday, December 3, 2023	Cadet Orchestra Rehearsal 2-2:50 LAYO Rehearsal 3-5
Sunday, December 10, 2023	PERFORMANCE Christmas Concert + Dress rehearsal. All performers: Call time 2:30. Performance 4:00 PM. Lima Senior High School Auditorium. Formal + Festive dress.
Sunday, January 7, 2024	Cadet Orchestra Rehearsal 2-2:50 LAYO Rehearsal 3-5: Sightreading
Sunday, January 21, 2024	Cadet Orchestra Rehearsal 2-2:50 LAYO Rehearsal 3-5
**Saturday January 27, 2024	High School Solo & Ensemble
Sunday, February 11, 2024	Cadet Orchestra Rehearsal 2-2:50 LAYO Rehearsal 3-5
Sunday, February 25, 2024	Cadet Orchestra Rehearsal 2-2:50 LAYO Rehearsal 3-5
**Fri./Sat. March 1 & 2, 2024	State Orchestra Contest
Sunday March 3, 2024	Cadet Orchestra Rehearsal 2-2:50 LAYO Rehearsal 3-5
**Fri, Sat, Sun March 8, 9, 10, 2024	Optimist home show at Allen County Fairgrounds: help with concessions, etc..
Saturday March 9, 2024	Lima Noon Optimists Home Show PERFORMANCE Allen County Fairgrounds. Time TBA. Dress: LAYO polo shirt + black
Sunday March 10, 2024	Cadet Orchestra Rehearsal 2-2:50 LAYO Rehearsal 3-5
**Fri./Sat. March 15/16, 2024	OMEA Large group band & choir district contest

Sunday March 17, 2024 Cadet Orchestra Rehearsal 2-2:50
LAYO Rehearsal 3-5

Tuesday, March 19, 2024 **DRESS REHEARSAL** at Lima Civic Center 6-7 PM

Wednesday, March 20, 2024 **PERFORMANCE** Annual Children's Concert, Lima Civic
Center. All performers: Call time: 8:30 AM Performance:
10:00 AM Dress: LAYO Polo shirt + black

Sunday, March 23, 2024 **PERFORMANCE PERFORMANCE** Finale Concert
All performers: Call time 2:30. Performance 4:00 PM.
Lima Senior High School Auditorium. Formal dress.

Wednesday, May 8, 2024 Awards & Honors Luncheon, American Legion Post 96, 12
Noon

** = Excellent volunteer activities or opportunities for LAYO members to show excellence