



<https://orchestrana.org>

2025-2026 Handbook

Informal, Classical, Fun, and Free

Welcome to Orchestra Northern Arizona (ONA). ONA serves Flagstaff and the surrounding areas by providing a place to play for amateur and professional musicians alike and by offering free performances of symphonic music for community members of all ages.

Membership: ONA is open to orchestral musicians ages 14 and above of all abilities, pending the needs of each section and approval of the Artistic Director. There are no auditions required, although a minimal competency in your instrument is assumed. A membership fee of \$50 per semester or \$100 per year is assessed to defray costs of operations. Membership fees are payable by check, Cash, or PayPal.

Scholarships may be available upon request. Please see any board member for more information.

The first semester fee must be paid by the third rehearsal. The second semester fee must be paid by the third rehearsal of the second semester.

Management: ONA's operation is overseen by the Artistic Director/Principal Conductor (AD/PC) and the Board of Directors. The AD/PC is responsible for

music programming and the placement of musicians, identifying solo and/or principal players, and conducting. The Board of Directors is responsible for fundraising, grant applications, membership recruitment, advertising and educational outreach. Board meetings are held monthly. The schedule can be found on the ONA website (<https://orchestrana.org>). Members are welcome to attend the board meetings. Board meeting minutes are available upon request and will also be available at rehearsals. The AD/PC and Assistant Conductor are non voting members of the board.

Season: Our season runs from early fall through spring, with four to six concerts per season. Concert times and locations are posted on the ONA website and on our Facebook page (<https://www.facebook.com/orchestraNA/>).

Mentoring: ONA understands that some of our members may be reconnecting with an instrument after a hiatus or may be fairly new to their instrument. If you would like some extra assistance, please contact the AD/PC and they will try to match you with someone who can go over the music with you. If you would like to serve as a mentor to a fellow musician, please contact the AD/PC or your section leader.

Rehearsals: Rehearsals will be held from 6:30 to 8:30 PM (9:00 if needed) on Monday nights at Coconino High School band room. Please be in your seats and ready to play at 6:30 PM. Any changes to the regularly scheduled dates and times will be announced by the AD/PC. It is important that everyone try to attend every rehearsal. However, as we are a community orchestra we understand that this is not always possible. If you know that you will not be able to attend a specific rehearsal, please contact the AD/PC at the number listed below as soon as possible. This allows us to plan rehearsals in the most efficient manner possible. Please follow basic concert etiquette during rehearsals: no gum chewing, no eating, no cell phones, and no talking or other distractions when the conductor is speaking. Please also remember to clean up your stand area after rehearsals and if appropriate return your seats and stands to the designated locations. Members are expected to do their best to attend all rehearsals.

Concerts: Concerts will be held at Coconino High School in Flagstaff.

Dress Rehearsals: Generally, the dress rehearsal occurs on the Friday before the

concert or on the same day as the concert. Final dates and times will be announced prior to each concert.

Concert Protocol: Concert dress is not strictly formal but should be neat and professional. Appropriate attire for each concert will be announced prior to that concert. Please try to avoid jeans, tennis shoes or casual clothes. A sound check (~45 minutes to an hour) may be held in the concert auditorium on the day of the concert. One hour will be allotted for private time for members between the sound check and the concert.

During performances, orchestra members should be as professional as possible and avoid doing anything that might distract the audience, such as talking, drinking, tapping one's foot, etc. Instrument cases should be stored out of audience view when possible.

Recognition of the AD/PC and the Concert Master will follow standard orchestral practice. Prior to the start of the concert, the Concert Master comes on stage. The orchestra will stand and remain standing until the signal for tuning. The orchestra will also stand for the AD/PC as they enter the stage. Musicians will sit down when the Concert Master sits down.

After the performance, all members of the orchestra will remain behind and help clear the stage.

Accessibility: ONA rehearsals and performances are accessible to those with physical disabilities according to the requirements of the ADA (Americans with Disabilities Act). If you have any questions regarding accessibility, or if you require additional assistance to attend ONA rehearsals or concerts, please contact a Board Member.

Anti-Discrimination Policy: We are committed to providing an inclusive and welcoming environment for all musicians, members of our staff, audience, and volunteers. Orchestra Northern Arizona does not discriminate on the basis of race, color, religion, gender expression, age, national origin, disability, marital status, sexual orientation, or military status in its activities or operations, including but not limited to hiring and firing of staff, volunteer and vendor selection, and

provision of services.

Fundraising: Several fundraising activities are undertaken every year, not only to cover operating costs, but also to continue to build our organization for the future. The various fundraising events will be communicated throughout the season at rehearsals as well as through social media. Please contact any board member if you have any ideas, suggestions or questions regarding fundraising.

Contact Information: Contact information for our AD/PC and Board Members is listed below. Please do not hesitate to contact any of us if you have any questions, concerns, or suggestions.

Welcome to Orchestra Northern Arizona. We would like to wish you a musically fulfilling and fun season!

ONA Phone: 928-707-3545

Artistic Director/Principal Conductor:

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Board Officers:

President:

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At-large Board Members:

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Non-voting Board Members:

Jill Morris
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Revision Date: July 12, 2025