



## **Orchestra Member Handbook**

Version 2021-2022

**GUAM PHILHARMONIC FOUNDATION, INC.**

Mailing: 140 Portia Palting Lane, Unit D5 • Tamuning, Guam 96913-3393 USA | Phone/fax: 1-844-487-4364 | Website: [guamphilharmonic.org](http://guamphilharmonic.org)

The Handbook must contain, per the Program Guidelines:

the musical expectations of all orchestra members including audition requirements,

membership/participation fee rates,

rehearsal information,

equipment requirements,

attendance policy,

procedures for advancing in musicianship

and grounds for dismissal from the orchestra.

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TBYO Logo

Anne Wen

## **Mission Statement**

The mission of the TBYO is to assist the Guam Philharmonic Foundation, Inc. in fulfilling its non-profit mission which is to become a leader in music and arts education for youth and adults throughout Guam and Micronesia and to present innovative programming and repertoire choices that showcase both local and internationally acclaimed musicians.

Further, the TBYO exists to provide a venue for musicians ages 25 and under to perform a varied repertoire. The ensemble will perform music from all eras of music to include, but not limited to the masterworks of BACH, HAYDN, MOZART, BEETHOVEN, COPELAND, STRAVINSKY, and many other great composers.

## **MEMBERSHIP REQUIREMENTS**

Must be age 25 or younger by the end of the current concert season with a minimum of three (3) years playing experience on their instruments prior to auditioning. Membership is open to all public, private, and home-schooled instrumentalists who play:

Flute  
Oboe  
Clarinet  
Saxophone  
Bassoon  
Trumpet  
Trombone  
Tuba  
Percussion  
Piano/keyboard  
Violin  
Viola  
Cello  
String Bass

In addition, orchestra members must be members in good standing of their school music programs.

## **AUDITION PROCEDURES**

Auditionees with experience of at least three years playing experience must submit evidence of music literacy and proficiency through a video audition process.

**NEW MEMBERS:** First time auditionees must submit unedited, one-take videos of selected repertoire to the website form at [www.guamphilharmonic.org](http://www.guamphilharmonic.org).

**RETURNING MEMBERS:** Returning members must re-audition on a two year rotation.

**TIMELINE:**

Fall of 2021 - Due by Midnight, August 1

Spring of 2022 - Due by Midnight, January 1

The Tumon Bay Youth Orchestra holds open auditions year round. Acceptance to the orchestra and invitation to rehearsals after deadlines is contingent on skill level and scheduling of the concert cycles of each season.

Audition Materials and Repertoire are up to the Resident Conductor’s discretion. Selections will be rotated every two years based on the expectations of the upcoming seasons.

**MEMBERSHIP PARTICIPATION FEES**

There is an annual membership participation fee of \$50. For members in year 6 or more of participation, the annual participation fee is \$20.

The payment is due by the first rehearsal. All TBYO members are committing to the entire year of performance if a student drops out at the second semester, no refund will be given. Membership in the program is contingent upon payment of the tuition fee.

Students may not participate in the TBYO if tuition payment is not received by the second practice session following the tuition due date.

Participation fees are tax deductible up to 50%. Letters of contribution for tax filing purposes are available upon request.

Schedule of benefits for participation fees:

|           |  |
|-----------|--|
| 2020-2021 | Foldable portable music stand                |
| 2021-2022 | formal attire shawls & bowtie and cummerbund |
| 2022-2023 | athletic style jackets/windbreaker           |
| 2023-2024 | music folder                                 |
| 2024-2025 | _____  |

Members may purchase previously issued benefits or replacements at the “at cost (plus shipping)” rate based on the time of purchase. This can be coordinated with the Equipment Manager.

## **REHEARSALS AND CONCERTS**

Prompt attendance is expected of students at all rehearsals. Please notify either the Conductor or members of the Orchestra Management team in the event of an illness, family/personal emergency, or unavoidable conflict that will prevent the member from attending a rehearsal. The contact information for the Orchestra Management team will be provided at the start of each season and will stay up to date.

Members are expected to be attentive and to behave appropriately at all rehearsals and performances. No cell phone usage, eating or drinking other than water is allowed. Inappropriate behavior by students will result in removal from rehearsals and performances or dismissal from the TBYO.

Members should be in their seats ten minutes before rehearsals begin. Arriving to rehearsal more than ten minutes after the published starting time will be counted as "tardy". More than two "tardies" will be considered excessive.

Prompt attendance is expected of members at all rehearsals: More than two absences prior to each concert will not be allowed, and the two absences may not be in succession. More than two absences or two successive absences prior to a concert or excessive tardiness will result in the member's dismissal from TBYO for the remainder of the academic school year.

Prompt attendance is expected of members at all concerts. Absences from a concert will be excused only for the reasons of illness or family/personal emergency – not conflicts with other activities – and if the Conductor is notified in advance. An absence from a concert for a reason other than illness or family/personal emergency will result in the student's dismissal from TBYO for the remainder of the season.

Students must bring their own instruments, accessories, their music folder and a pencil for each rehearsal and concert.

### **TBYO Rehearsal/Performance Schedule 2021-2022 Season**

\*\*\*Please remember new attendance policies are taking place throughout the season. Failure to adhere to these implementations will result in probationary status or you will be asked to give up your position.

\*\*\*Covid restrictions and mandates are closely monitored. The schedule is subject to change at any time, please stay up to date on the most current changes.

Fall 2021:

**August 28 - NO REHEARSAL**

Steering Committee Meeting, 5:30pm

Zoom

September 4 - Rehearsal 1

DOWNBEAT, 5:30pm

Zoom

**September 11 - NO REHEARSAL, observing 9/11**

September 18 - Rehearsal 2

DOWNBEAT, 5:30pm

Location: TAMUNING MAYOR'S OFFICE

September 25 - Rehearsal 3

DOWNBEAT, 5:30pm

Location ST. ANTHONY

October 2 - Rehearsal 4 STRINGS ONLY

DOWNBEAT, 5:30pm

Location ST. ANTHONY

October 9 - Rehearsal 5 WINDS/BRASS/PERCUSSION ONLY

DOWNBEAT, 5:30pm

Location ST. ANTHONY

October 16 - Rehearsal 6

DOWNBEAT, 5:30pm

Location ST. ANTHONY

October 23 - Dress 1/Rehearsal 7

DOWNBEAT, 5:30pm

Location ST. ANTHONY

October 30 - Dress 2/Concert

Report time 5:30pm for Dress

Location TBD

Break for Dinner 6:15pm

ON STAGE WARM UP 7:15pm, 7:30pm DOWNBEAT

November 6 - Rehearsal 1  
DOWNBEAT, 5:30pm  
Location ST. ANTHONY

November 13 - Rehearsal 2  
DOWNBEAT, 5:30pm  
Location ST. ANTHONY

November 20 - Rehearsal 3  
DOWNBEAT, 5:30pm  
Location ST. ANTHONY

**November 27 - NO REHEARSAL, observing THANKSGIVING**

December 4 - Rehearsal 4  
DOWNBEAT, 5:30pm  
Location ST. ANTHONY

December 11 - Dress 1 w/GTB  
DOWNBEAT, 5:30pm  
Location ST. ANTHONY

December 18 - Dress 2/Concert w/GTB  
Report time TBD  
Location TBD  
Break for Dinner time TBD  
7:30pm DOWNBEAT

## **PERFORMANCE ATTIRE**

Fall 2021 Season:  
Concert Black - October Concert  
TBD - Christmas Concert

Spring 2022 Season:  
Tumon Bay Music Festival - Floor length black gown, Tux w/ matching shawls & bow tie/cummerbund

## **SHEET MUSIC USE POLICY:**

This policy is to be enforced by the music librarian(s) of the Orchestra.

1. Orchestra members must ensure that all music in their possession will be at all rehearsals and performances.
2. Librarians will ensure that all original copies of sheet music will be at all rehearsals, performances and concerts. This set will be known as the “reserve.”
3. Music borrowed from the “reserve” is to be returned back to the librarians immediately after use. It is not permitted to be taken off the immediate premises without being properly signed out with a librarian.

## **INCLEMENT WEATHER POLICY**

Guam remains at Tropical Storm/Typhoon Condition of Readiness 4 (COR4) – with damaging wind expected to affect the area in 72 hours. Upon the declaration of COR2 by the Government of Guam, all TBYO activities are to cease. Members are to return to their places of residences immediately to prepare for the storm. Re-scheduled rehearsals/concerts will resume once COR4 has been declared subject to the call of the Resident Conductor.

## **NON-DISCRIMINATION POLICY**

The Tumon Bay Youth Orchestra admits musicians without regard to race, sex, creed, national or ethnic origin, age, sexual orientation, or disability.

## **COVID-19**

Members of TBYO are highly encouraged to receive the Covid-19 vaccine. Only members that have received their proper doses of the vaccine, and have submitted proof of their vaccination can begin with face-to-face rehearsals. All other members can participate via our virtual platform on Zoom. The virtual and face-to-face platforms will take place at our normal scheduled rehearsals on Saturdays 5:30pm-8:00pm. A member can only rejoin physical rehearsals once they have received the vaccine and provided their official documents. **Receipt of such documents will remain private at all times.**

TBYO under the Guam Philharmonic Foundation is a nationally recognized non-profit organization. Failure to adhere to the Guam Government official mandate can result in fines.

Additionally, TBYO highly monitors the following protocols at all rehearsals and performances:

- Face coverings are required upon arrival and exit to rehearsals and concerts
- Member’s temperatures will be taken and recorded upon sign in to rehearsals and concerts

- Members are asked to sign in and sign for attestation of their vaccination status or face the penalty of fines
- Members are asked to sanitize upon entry to rehearsal and concert venues
- **Parents and relatives are advised to remain in their vehicles upon drop-off and pick-up**
- Social distancing of at least 6 feet apart is in place during rehearsals and concerts
- Face coverings are required during rehearsals and concerts
- TBYO current protocols for POSITIVE cases:
  - Contact tracing within the TBYO organization will call for ceasing face to face rehearsals until clearance is given.
  - For any member that tests positive for Covid and contracts symptoms, are not allowed back to rehearsal until proper documentation and clearance is provided from a health care professional or Public Health.
  - If listed as a close contact from elsewhere in the community, it is advised to be tested and self quarantined.
  - Please always notify the Resident Conductor of any Covid related concerns.
- In the case of mandates that limits the physical practice of the TBYO organization, rehearsals will move to a remote setting

#### **AUDIO AND VIDEO RELEASE.**

All orchestra members, and in the case of orchestra member under the age of 18 years, together with their parents/legal guardians, agree to allow the Guam Philharmonic Foundation, Inc. and the Tumon Bay Youth Orchestra and the media to take photographs, video and audio recording of all rehearsals, performances, concerts and tours for archival and promotional purposes.

#### **GENERAL RELEASE OF LIABILITIES.**

All prospective, current, alumni orchestra members and in the case of orchestra members under the age of 18 years, together with their parents/legal guardians, certify that the information provided on pages 18 of this handbook is true and correct to the best of his/her knowledge, and furthermore waive any and all claims against the Guam Philharmonic Foundation, Inc., The Tumon Bay Youth Orchestra, their respective board members, employees, agents, representatives, successors, sponsors, benefactors, and other orchestra members, arising from or in connection with any accident, injury, illness, or other damages that may be incurred by the orchestra member's property in connection with the orchestra member's participation in all orchestra activities.

The orchestra member, and in the case of orchestra member under the age of 18 years, together with their parents/legal guardians, have reviewed the Tumon Bay Youth Orchestra Orchestra Member Handbook, and therefore agree to indemnify and hold the Guam Philharmonic Foundation, Inc., The Tumon Bay Youth Orchestra, their respective board members, employees, agents, representatives, successors, sponsors, benefactors, and other

orchestra members harmless from and against all claims, damages, cause of action, or other liabilities that may have resulted from the orchestra member's action.

## Appendix A

### **The Tumon Bay Youth Orchestra <sup>TM</sup> Program of the Guam Philharmonic Foundation, Incorporated Program Guidelines**

#### **Article I. Name**

The Tumon Bay Youth Orchestra <sup>TM</sup> (TBYO) is a trademark and program of the Guam Philharmonic Foundation, Incorporated, (GPF) a 501c3 non-profit organization recognized by the US Internal Revenue Service and the Government of Guam, shall be the official name of the ensemble and is hereby created pursuant to Article VII of the Articles of Incorporation of the Guam Philharmonic Foundation, Inc.

#### **Article II. Mission**

The mission of the TBYO is to assist the Guam Philharmonic Foundation, Inc. in fulfilling its non-profit mission which is to become a leader in music and arts education for youth and adults throughout Guam and Micronesia and to present innovative programming and repertoire choices that showcase both local and internationally acclaimed musicians.

Further, the TBYO exists to provide a venue for musicians ages 25 and under to perform a varied repertoire. The ensemble will perform music from all eras of music to include, but not limited to the masterworks of BACH, HAYDN, MOZART, BEETHOVEN, COPELAND, STRAVINSKY, and many other great composers.

#### **Article III. Orchestra Membership**

There shall be two classes of membership: orchestra/active membership and alumni membership.

**Orchestra members (active members).** Must be age 25 or younger by the end of the current concert season with a minimum of three (3) years playing experience on their instruments prior to auditioning. Must be selected through an audition process administered by the Resident Conductor and as further prescribed in the current version of the Orchestra Handbook. Membership is open to all public, private, and home-schooled instrumentalists who play:

Flute  
Oboe  
Clarinet  
Saxophone  
Bassoon  
Trumpet  
Trombone  
Tuba  
Percussion  
Piano/keyboard  
Violin  
Viola  
Cello

String Bass

**Alumni members.** Orchestra members who participated for at least one (1) year as an active member who have since aged out and have been invited to participate by the Resident Conductor.

**Guest artists.** The Resident Conductor may invite guest artists to rehearse and perform with the TBYO as needed to fulfill the mission of the ensemble.

#### **Article IV. Program Leadership**

**Resident Conductor** – appointed by the GPF Board of Directors for an indefinite period or until relieved by the GPF Board of Directors, shall:

- Serve as musical leader of the TBYO
- Select the TBYO repertoire
- Rehearse the orchestra and lead all TBYO concerts
- Provide music training to orchestra members, as needed
- Set the rehearsal and performance schedule
- Provide leadership and direction to the rest of the Artistic Leadership and Management Team
- Select concertmaster, principal instrumentalists, family section leaders, orchestra manager, equipment manager and librarian from active or alumni members.
- Attend monthly business meetings
- Work with the TBYO Steering Committee in accomplishing the mission of the TBYO
- Perform additional duties as prescribed by the GPF Board of Directors.

**Steering Committee Chair** – appointed by the GPF Board of Directors and shall serve until the following August unless renominated by the orchestra membership, shall:

- preside over all TBYO meetings
- serve as co-chief executive with the Resident Conductor on behalf of the orchestra to the community-at-large
- Perform additional duties as prescribed by the GPF Board of Directors.

**Steering Committee Vice Chair** - appointed by the GPF Board of Directors and shall serve until the following August, shall:

- Fill in as presiding officer at all TBYO meetings in the absence of the Chair
- Serve as organization safety and security officer
- Serve as organization parliamentarian
- Perform additional duties as prescribed by the TBYO Steering Committee Chair or the GPF Board of Directors.

**Steering Committee Secretary** - appointed by the GPF Board of Directors and shall serve until the following August unless renominated by the orchestra membership, shall:

- Keep records of all meeting
- Keep all orchestra attendance records as submitted by the orchestra manager
- Provide notice of all meetings to all pertinent parties once announced
- Serve as the primary drafter of all TBYO correspondences

- Coordinate with GPF Secretary on a regular basis to transmit any required documents
- Perform additional duties as prescribed by the TBYO Steering Committee Chair or the GPF Board of Directors.

**Steering Committee Treasurer** - appointed by the GPF Board of Directors and shall serve until the following August unless renominated by the orchestra membership, shall:

- Keep records of all financial affairs, including receipt of membership/participation fees
- Custodian of all TBYO monies until transferred to the GPF Treasurer for proper processing
- Coordinate with GPF Treasurer on a regular basis to transmit any required documents
- Co-supervisor of the Equipment Manager and Librarian along with the Resident Conductor in all administrative matters concerning the property inventory of TBYO equipment and library property.
- Transmit at least annually, or when new properties are acquired a current inventory of all equipment and library property of the TBYO to the GPF Board of Directors.
- Perform additional duties as prescribed by the TBYO Steering Committee Chair or the GPF Board of Directors.

## **Article V. Meeting**

**Monthly Business Meeting.** The TBYO Steering Committee and the Resident Conductor shall formally meet at least monthly to deliberate the business of the TBYO. Artistic leadership and management team members may attend as advisors/non-voting members when summoned by the Steering Committee.

**Quorum.** Fifty percent +1 of the steering committee members and the Resident Conductor present at all TBYO meetings shall constitute a quorum.

**Meeting notice requirement.** At least seven (7) day notice must be given via email or print to all members for all meetings with the date, time and place indicated. Meetings may be held virtually.

**Additional meetings.** The TBYO Executive leadership may call meetings involving the entire organizations, including orchestra members and parents. They may include but are not limited to:

- A. Beginning of Season Meeting - September
- B. End of Season/Annual Meeting of Members – April
  - 1. Event should include but is not limited to:
    - nomination/recommendation by general membership for TBYO leaders to the GPF Board
    - Resident Conductor report
    - Steering Committee Chair report
    - Entertain amendment recommendation for the Orchestra handbook
    - Recognition Ceremony

## Article VI. TBYO Steering Committee

The TBYO Steering Committee shall act as a partner with the Resident Conductor in managing Program tasks that are predominantly non-music related. The Steering Committee is also a medium for all program participants to communicate concerns of the orchestra to the GPF Board of Directors.

Members of the Steering Committee are appointed for an indefinite period or until relieved by the GPF Board of Directors based on a slate of nominations by the members of the Orchestra at the end of season/annual membership meeting in April.

2 nominees will come from orchestra active members age 17 and below

2 nominees will come from orchestra active members age 18-25

2 nominees will be current parents/guardians of orchestra members or orchestra alumni who are above age 25

**Conflict of interest clause.** No more than one (1) orchestra member, alumni or parent from the same immediate family shall sit as a steering committee member.

**Vacancies.** In the event of a vacancy in the TBYO Steering Committee before the annual meeting of orchestra members in April, the Chair shall notify the GPF Board of Directors in writing along with a slate of recommended replacements for their appointment.

**Committee of the whole.** The TBYO Steering Committee will act as a “committee of the whole” in carrying out the mission of the TBYO by addressing issues including, but not limited to:

Recruiting  
Concert planning and execution  
Fund Raising  
Field Trips  
Leadership Nominations  
Program Guidelines and Handbook Revision

## Article VII. Orchestra Artistic Leadership and Management Team

**Resident Conductor** – musical leader of the Tumon Bay Youth Orchestra™  
(see Article IV for full list of duties and responsibilities)

**Concertmaster** – selected by the Resident Conductor

- Primary musician representative of the orchestra to the Resident Conductor.
- Serve as assistant conductor in the absence of the Resident Conductor
- Provide bowing guidance to the String Family
- Lead string family/sectional rehearsals
- Perform additional duties as prescribed by the Resident Conductor.

**Principal 2<sup>nd</sup> Violin** – selected by the Resident Conductor

- Fills in as concertmaster in the absence of the primary concertmaster or when s/he fills in as the conductor
- Lead 2<sup>nd</sup> violins sectional rehearsal
- Learn both 1<sup>st</sup> and 2<sup>nd</sup> violin parts
- Perform additional duties as prescribed by the Resident Conductor.

**Principal Instrument** - selected by the Resident Conductor based on audition

Flute  
 Oboe  
 Clarinet  
 Bassoon  
 Horn  
 Trumpet  
 Trombone  
 Tuba  
 Percussion  
 Viola  
 Cello  
 Bass

**Family Section Leader** - selected by the Resident Conductor

Selected among the principal players

Woodwind  
 Brass  
 String  
 Percussion

**Orchestra Manager** - selected by the Resident Conductor with concurrence from the TBYO Steering Committee. Duties and Responsibilities:

1. Take Attendance at every rehearsal and concert
2. Maintain Membership Records
3. Communicate to members for Resident Conductor or Steering Committee
4. Manage Social Media accounts
5. Perform additional duties as prescribed by the Resident Conductor.

**Equipment Manager** - selected by the Resident Conductor with concurrence from the TBYO Steering Committee. Duties and Responsibilities:

1. Custodian of all equipment of the orchestra
2. Provide a semi-annual inventory to the Steering Committee  
Secretary/Treasurer
3. Perform additional duties as prescribed by the Resident Conductor.

**Librarian** - selected by the Resident Conductor with concurrence from the TBYO Steering Committee. Duties and Responsibilities:

1. Knowledgeable of copyright law
2. Custodian of all music of the orchestra
3. Perform additional duties as prescribed by the Resident Conductor.

### **Article VIII. Orchestra Member Handbook**

Resident Conductor shall maintain a member's handbook adopted by the Steering Committee which outlines, at a minimum, the musical expectations of all orchestra members including audition requirements, membership/participation fee rates, rehearsal information, equipment requirements, attendance policy, procedures for advancing in musicianship and grounds for dismissal from the orchestra. Additional policies governing orchestra members may be proposed by the Resident Conductor and adopted by the Steering Committee for inclusion in the handbook, as needed. The handbook shall be reviewed at least yearly by the Steering Committee. The latest copy of the adopted handbook shall be furnished in print or electronically to each orchestra member upon joining and when updated. The Handbook shall be consistent with these Program Guidelines; recommended changes to Program Guidelines may be addressed utilizing Article X of these Program Guidelines.

### **Article IX. Parliamentary Law**

The rules contained in the latest edition of Robert's Rules of Order shall govern the organization in all cases to which they are applicable and in which they are not inconsistent with these Program Guidelines and any special rules of order the TBYO may adopt.

### **Article X. Amendment**

Amendment proposals to these Program Guidelines shall be proposed and discussed by the TBYO Steering committee in at least three (3) meetings prior to submission in writing to the GPF Board of Directors for their approval.

NOTICE: Pursuant to Article VII of the Articles of Incorporation of the Guam Philharmonic Foundation, Inc, the Tumon Bay Youth Orchestra™, a committee/sub-organization, may, at the discretion of the GPF Board be dissolved or re-organized, as needed, to further fulfill the mission of the Guam Philharmonic Foundation, Inc.

### **Article XI. Ratification**

Approved through BOARD RESOLUTION 2021-001 on the 13 day of SEPTEMBER, 2021 by the Board of Directors of the Guam Philharmonic Foundation, Inc.

Inaugural TBYO Steering Committee Members

Ms. Amanda Bateman, TBYO Resident Conductor

Dr. Nelson Xu

Dr. Yuming Wen

Mr. Felix Gong

Ms. Elizabeth Chen

## Appendix B

### GUAM PHILHARMONIC FOUNDATION, INCORPORATED

#### BOARD RESOLUTION 2021-001

SEPTEMBER 13, 2021

**RELATIVE TO THE ESTABLISHMENT OF THE TUMON BAY YOUTH ORCHESTRA™ AS A PROGRAM OF THE GUAM PHILHARMONIC FOUNDATION, INC. AND TO EXTEND OUR GRATITUDE TO THE GUAM TERRITORIAL BAND – OFFICIAL BAND OF GUAM, USA**

**WHEREAS** The Tumon Bay Youth Orchestra was founded by Mr. Maximo Ronquillo Jr. shortly after the Incorporation of the Guam Philharmonic Foundation, Inc. in June 2017; and

**WHEREAS** the first round of auditions were conducted in the summer of 2018 where over 50 youth musicians from Guam and Saipan submitted recordings; and

**WHEREAS** the first official rehearsal of the ensemble was held in September 2018 at the new Guam Museum in the city of Hagatna, thanks to the support of the Guam Territorial Band – Official Band of Guam, USA; and

**WHEREAS** regular rehearsal were held at the music room of Tiyan High School on Saturday afternoon/evenings for at least three (3) hours; and

**WHEREAS** members of the TBYO participated as in the pit orchestras for several community productions in 2018-2019 including Cinderella (GATE), Mamma Mia (GATE), and Mamma Mia (World Theater Productions); and

**WHEREAS** the Tumon Bay Youth Orchestra™ accompanied the award-winning Guam Territorial Band – Official Band of Guam, USA in their 2019 Australian Tour and performed as a separate ensemble entry at the 2019 Australian International Music Festival; and

**WHEREAS** both the Guam Territorial Band – Official Band of Guam, USA and the Tumon Bay Youth Orchestra™ both rated GOLD at the 2019 Australian International Music Festival, an outstanding achievement for an ensemble less than one-year in existence; and

**WHEREAS** Ms. Jessica Pangelinan and Ms. Amanda Bateman stepped up to fill-in as conductors of the TBYO due to the unforeseen off-island military duty obligation of Mr. Ronquillo; and

**WHEREAS** both Ms. Pangelinan and Ms. Bateman, have done a superb job in leading the ensemble, especially during the COVID-19 global pandemic.

**NOW, THEREFORE, BE IT RESOLVED** that The Guam Philharmonic Foundation, Incorporated Board of Directors, pursuant to Article VII of the organization's Articles of Incorporation, does hereby order, upon adoption of this resolution:

1. The establishment of the Tumon Bay Youth Orchestra™ as a program of the Guam Philharmonic Foundation, Inc.
2. The adoption of the Tumon Bay Youth Orchestra™ Program Guidelines and that copies of the same be made available in print or electronically to all active members, alumni, and parents of the TBYO.
3. The appointment of Ms. Amanda Brooke Bateman, music instructor at the Saint Anthony Catholic School, Tamuning, Guam as the new Resident Conductor of the Tumon Bay Youth Orchestra™ and to serve as such for an indefinite period or until relieved by the GPF Board.
4. The appointment of the following to serve as the inaugural members and officers of the Tumon Bay Youth Orchestra™ Steering Committee until the end of August 2022, unless re-nominated by the Tumon Bay Youth Orchestra™ membership at their annual April meeting as prescribed in the TBYO Program Guidelines and approved by the GFP Board:
  - a. Dr. Nelson Xu – TBYO Steering Committee Chair
  - b. Dr. Yuming Wen – TBYO Steering Committee Vice Chair
  - c. Mr. Felix Gong – TBYO Steering Committee Secretary
  - d. Ms. Elizabeth Chen – TBYO Steering Committee Treasurer
5. An expression of sincere, deep gratitude to Ms. Jessica Pangelinan, Chief Band Master and the members of the Guam Territorial Band – Official Band of Guam, USA for their incredible support during the infancy and establishment of the Tumon Bay Youth Orchestra™, for allowing the TBYO to join in the 2019 Australia Tour, and that we look forward to many more years of continued community partnership.
6. That a copy of this resolution be transmitted to Ms. Amanda Bateman, TBYO Resident Conductor; Mr. Nelson Xu, TBYO Steering Committee Chair; Dr. Yuming Wen, TBYO Steering Committee Vice Chair; Mr. Felix Gong – TBYO Steering Committee Secretary; Ms. Elizabeth Chen, TBYO Steering Committee Treasurer; and Ms. Jessica Pangelinan, Chief Band Master of the Guam Territorial Band – Official Band of Guam, USA.
7. That an electronic copy of this resolution be posted in the organization website(s) for the public to view.
8. **\*\*\*NOTHING FOLLOWS\*\*\***

This resolution has been duly adopted by the Guam Philharmonic Foundation, Incorporated Board of Directors on the 13th day of SEPTEMBER, 2021.



MAXIMO RONQUILLO, JR.  
Board Chair/President  
Guam Philharmonic Foundation, Inc.



MARGARITA DANCEL  
Board Treasurer  
Guam Philharmonic Foundation, Inc.

Attested:



MERVIN TAMAYO  
Board Secretary  
Guam Philharmonic Foundation, Inc.



## Orchestra Member Application

|   |                                       |
|---|---------------------------------------|
| Primary instrument  | How many years of playing experience? |
| Name  | Date of birth                         |
| Mailing Address   | Home phone                            |
|   | Mobile phone                          |
| E-mail Address  |                                       |
| School currently attending                                    | Grade Level                           |
| List all music ensemble experience                            |                                       |
| List all other musical instruments you play<br>1.<br>2.<br>3. | How many years of playing experience? |
| List any formal music education/training                      |                                       |
| Do you have any aspirations for a career in music?            |                                       |

I, \_\_\_\_\_, (parent/legal guardian of \_\_\_\_\_) do hereby acknowledge reading the foregoing Tumon Bay Youth Orchestra Handbook with my child, understand the requirements for maintaining membership and give my permission for my child to participate in all Tumon Bay Youth Orchestra activities.

\_\_\_\_\_  
Signature of Parent/Legal Guardian

\_\_\_\_\_  
date

\_\_\_\_\_  
Signature of Orchestra Member

\_\_\_\_\_  
date

\*\*\*\*Return this form to the Orchestra Manager or Resident Conductor\*\*\*\*