

St. Ives' Membership Policies and Theatrical Guidelines

as of April, 2000



Participation Guidelines

1. To participate in any event as a member of St. Ives, membership dues must be current. Yearly dues are to be paid by March 31st of each year, or one month prior to the first event in which a new member wishes to participate.
2. Each member is required to have all paperwork current. This includes timely notification of changes of address and phone number. An Emergency Information Sheet and all Waivers of Liability for the event must be on file with the Administrative Director before participation.
3. Members will provide their own costume appropriate to the event, approved by the event organizer and the Theatrical Director (if the two have separate costuming requirements). Where the event costume requirements are more lenient than St. Ives', members will follow the St. Ives costuming requirements. Costume Guidelines are available from the Administrative Director.
4. Auditions may be required for certain performances, events, or roles. Passing such auditions will be required in order to participate.
5. Members are to fulfill any St. Ives, Household, or individual duties as required for each event.
6. All event participants are expected to help with event site construction and teardown.
7. A member with a problem within the context of their St. Ives participation should first take the problem to their Household Head, or the Site Manager, Madrigal Director, Music Director, or Dance Master, as appropriate. If they are unable to resolve the problem, go to either the Theatrical Director or Administrative Director for resolution.
8. When a member is disruptive, fails to participate, or puts others at risk and the members Head of Household is unable to resolve the situation, the Administrative Director and Theatrical Director will be advised. The Directors will then take appropriate action, including but not limited to: counseling, issuing a warning letter, or pulling the members' event pass. If a pass is pulled, the member must resolve the situation to the Directors' satisfaction before they can participate in any subsequent St. Ives event. If a satisfactory resolution seems unlikely, the Directors will make a recommendation to the Board of Directors to expel the member. A two-thirds majority of the Board is needed to expel any member from St. Ives.



theatrical Guidelines

1. Provide your own approved costume appropriate to the event. Include headgear and footwear.
2. Provide your own personal props, i.e., cup, bowl, plate, spoon. Have them marked with your name, initials, or personal symbol. You are responsible for your own props.
3. Complete at least two acting workshops each year. Auditions may be required for participation in some events.
4. Be able to perform basic characterizations and audience interaction.
5. Be familiar with a period craft or special area of interest in keeping with St. Ives' theatrical/educational presentation.
6. Be on time to all meetings, rehearsals, and performances. Notify your Head of Household or the St. Ives coordinator for that event if unable to attend.
7. You are responsible for obtaining the needed information for each event in which you intend to participate.