

Sharon and John Skaryd
Until May: 2604 Newcomb Court
Sun City Center, FL 33573
e-mail address: workshops@dulcimers.com
web site: <http://www.dulcimers.com>



January, 2015

Dear Workshop Leader:

You are invited to instruct workshops at the 2015 O.D.P.C. Funfest in Evert, MI. The dates for the festival are July 16, 17, 19 and 20 (2015) with workshops planned for Thursday, Friday and Saturday of the festival.

There are a few leaders who have been offering classes every year of the 20 years I've been workshop chairman. In fact several of the leaders have exceeded my 20 years of commitment to the festival. Of course other leaders are more recent additions to the festival, but either way, please know you are valued. I truly appreciate your dedication and your generous contribution of time and talent. Our festival sets a standard that is unequaled at any other festival. Thank you so much for your superior efforts!

I hope you understand that it is a privilege to be included in my invitation list. Only the most qualified instructors are sent this letter.

If you are interested in appearing in one of the stage shows, it is important that you contact Gail Perna, who will be setting up the stage show schedule again this year. Gail can be reached by email at stageshows@dulcimers.com.

Only those who directly received this letter are eligible to submit workshops. If you know of another instructor who qualifies, please have them email me. Since they'll be a new leader, they'll probably need to go to the end of the line.

And please be aware that submitting a class does not guarantee that it will fit in the schedule. Early registration helps, but we can only offer so many and I try to select a balanced line-up of classes that will fill the needs of the students. Guidelines that direct me state that half of the classes shall provide instruction in hammered dulcimer, and the remaining slots will be divided between the other acoustic instruments. Please understand that I may not be able to use all of the classes you submit.

Please submit your classes "on line" at <http://dulcimers.com/evart> (or you can follow the links from <http://dulcimers.com> to the ODPC Funfest page which will include a link to the "password protected" registration area.) To get into the secure area, you'll need to fill in the user name which is "leaders" and the password which is "2015festival" (the information on both lines must be in lower case without any punctuation or spaces). Be sure that you don't hit the "enter-key" between the two words. Once you have entered those words (one on each line), you'll be taken to the form area. Please fill out one form for each class you'd like to offer.

If you need to make a change to the workshop after you've submitted it, there's a place to indicate that the class is a "replacement" for one that was submitted earlier. Please also send me an email and detail the requested change. After I review your submission, I add a class number which you can use as a reference number. If you need to make a change before I add the class number, let me know the date (and time) so I can locate the correct class.

It is VITAL that if you have any special instructions for me, you must provide these instructions when you register your classes. There is nothing more disheartening for me, after completing the schedule, than to have an instructor contact me with the news that they don't like mornings, or they don't hold up well in afternoons, or they need a particular area or a specific day. And please don't expect me to remember your special needs from year to year. If I book you for a time or place which doesn't fit with your requirements, I may not be able to move a schedule around

to comply. That doesn't mean that if something unexpected comes up, I won't work with you.

When you're filling out the registration form, you'll notice that I have included a question about religious content. Classes instructing Christmas music, gospel and hymns are always welcome. But if religious music is included in your class, it should be mentioned in the class description. (Most of you already do this.) We just want to be certain that attendees know beforehand what to expect so they can decide if the class is appropriate for them and in keeping with their faith. The inclusion of the word "hymn," or "gospel" or "Christmas music" will be sufficient.

You can assume that registration will end in April, but if the schedule doesn't fill-up, I may extend that deadline. Generally I can "stretch and compress" the classes which are offered by using more or fewer repeated classes. I try hard to work out a fair arrangement of classes with the cooperation of all of you!

I will be in Florida until mid-May, but our email (skaryds@dulcimers.com) should always work and our phone numbers (989-781-0849 and 813-727-0007) are cell phones so they reach us wherever we are.

It's sometimes a good idea to offer a class twice. By presenting the class two times, you'll help prevent disappointments when folks can't attend all three days and hopefully your classes will be a more manageable size. It's possible that I won't be able to fit in all of the repeats I'd like to see in the program, but I'll do my best. By saying you are willing to teach the class more than once, I have more flexibility when scheduling.

Workshops are generally 45-50 minutes long. Be sure to let me know if your class fits better in a two-hour or multiple-class format. Erasable boards, easels and markers will be placed in each workshop area. If you have any other needs, please indicate them. We'll see what we can do. You are responsible for your own chair, if needed. (Please note that the new whiteboards are double-sided and have a basic hammered dulcimer layout for your use on one side.)

We have two battery-powered amps with mics available for folks who have a hard time being heard. When filling out the registration form, be sure to indicate if you will need to use an amp. As I'm scheduling, I'll take this into consideration, so the bleed-over of amplified sound from one area to another will be minimized. Only the amps belonging to the ODPC can be used in the workshop areas but if you have a hands-free mic or a mic stand, you may want to use it. (We only have one stand). If you have or can borrow a hands-free mic, they provide a real advantage.

The ODPC will reimburse you for workshop handouts but it is **strongly suggested** that you give out no more than two pages per student per class and shop for reasonable prices. If you make your copies before coming to the festival, save your receipts and give them to me or to Peg Earl, Treasurer, at the festival. It is suggested that you make handouts for approximately 30 students per class unless you have a history of larger classes.

We will rent a copy machine and have it in the Workshop Leader Rest Area near the Tent City entrance. Our expense per copy is approximately five cents. We'll try to have the copy machine set up for the week before the festival. Please do not show up Thursday morning and expect to run your class handouts. Undoubtedly you'll run into a crowd at the machine. And please be aware that you'll need to run your own copies or have someone do them for you.

If you run out of copies and need more during a class, you can send a runner. I will have instructions by the machine.

Often it's easier, if you run out of copies, to suggest that those who didn't get a copy pick one up at the copy machine after the class. Of course you'll want to be sure you hurry and bring a copy to the machine. Make sure your name and the class title are on your original. If your students need a copy they weren't able to get in the class you taught, they won't be charged, but they must make their own.

NEW FEATURE: There'll be an expandable indexed folder on the copier table. You can put handout "originals" (alphabetized by your last name) in that expandable folder. Hopefully this will make it easier for your students to find your handouts. (You'll still need to be certain the class name is on the back.)

When the copy machine is not being used for workshop handouts, it is available for personal copies at a cost of 10 cents each.

Being a workshop leader doesn't provide many perks. Costs at the festival are \$5 for the full admission and \$17 per night for camping. (At least we haven't heard about any increase in camping fees. – If that changes, I'll definitely let you know asap.) We hope the camping confusion we experienced last year has been resolved with the state.

You can sell your tapes/books/CDs in your workshop area. We ask that you wait until after the class is over and move your sales to the area outside, not directly in front of the entrance door to the class. A major complaint has been blocked doorways. This should be incentive to wrap up your workshop by 10-15 minutes to the hour so you can complete your sales and the students can still make it to the next class.

Chris Foss will sell workshop leaders' or performers' tapes, CDs and books from the workshop leader booth which will be next to his sales area in the 4-H Building. Chris will charge 10% for this service. If you are going to use his service, please complete that information on the registration form. I'll pass it on to him so he will be prepared. Last year Chris handled this service for the festival and did an excellent job. His contribution is appreciated.

Last year's festival was an extremely difficult one for me. I fell outside our trailer a few days prior to the start of the festival and badly broke my right wrist. Although I stayed at the fairgrounds, I was obviously not able to do much. Amazingly volunteers stepped forward and took over. Everything worked perfectly even without me. (The day after the festival, I endured a nearly five hour surgery and ended up with two plates and 16 screws in my wrist. I'm still not able to use it as I did before the fall, but nevertheless I'm blessed to have come this far.) Let's hope that the 2015 festival will less "eventful."

Thanks for your help and cooperation. Remember except for a few email reminders, you won't hear much from me until the schedule is ready in early June.

Thanks again,

Sharon

Sharon Skaryd, Workshop Chairman

Don't forget: The passwords you'll need to register your class at <http://www.dulcimers.com/evart> are "leaders" (as the user name) and "2015festival" (as the password) - no spaces or punctuation in either and all lower case.