Tanglewood Music Center
2019 Fellows’ Handbook
“The Berkshire Music Center presents a unique opportunity for a summer of living and working in music. The Music Center is designed to lay special emphasis upon those aspects of musical education concerned with collective performance. It will thus supplement rather than duplicate the training available in the established schools of music...We have chosen a practical method, so that the students may draw from us some of the essence of the knowledge and experience we have acquired in our years of work.”

Serge Koussevitzky (BSO Music Director 1924-1948)
1940 Opening Exercises

“Tanglewood is not a school, in the strict sense. It does not offer courses, degrees, credits...no student is striving for grades. The goals are much higher than that. Tanglewood is a musical universe where a young musician is subjected to gravitational pulls, magnetic fields, electrical impulses, varying atmospheres, and changing topography. What he emerges with, after it is all over, is not a report card, or the ability to play faster than the next fellow. What Tanglewood hopes—and what Koussevitzky desired—was that the student emerge from this model universe with a conception of his own true orbit; that the young planet acquire its direction, its sense of relationship to its fellow-planets, and its particular function in the larger universe outside.”

Leonard Bernstein (TMC ‘40, ‘41, & ‘42)
1951 Opening Exercises
**Welcome to the 2019 Tanglewood Music Center!**

The TMC aims to provide all of its Fellows with an extraordinary musical experience. Through concentrated study, rigorous preparation, and remarkable performances, you will learn not only from the esteemed TMC faculty, but from other TMC Fellows, the TMC staff, and the entire artistic community at Tanglewood.

The demanding schedule at Tanglewood will keep you very busy—with rehearsals, masterclasses, performances, and opportunities to attend Boston Symphony Orchestra rehearsals and concerts, as well as recitals by the many outstanding guest artists who pass through Tanglewood.

Sometimes, however, you may find yourself with a free hour, or even a free day. When that happens, we strongly encourage you to make the most of your summer at Tanglewood by exploring the activities of the other disciplines at the TMC: composers may attend a conducting class, vocalists may go to an orchestra rehearsal, cellists may observe a composition workshop, or conductors may listen to an art song class, to name just a few possibilities.

Also, take the time to explore the many other cultural and recreational opportunities in the Berkshires that can help keep you relaxed, refreshed, and ready to make the strongest possible contribution to the TMC.

This handbook contains useful information that will help you prepare for and negotiate your summer at the TMC. Please read it carefully, as it aims to anticipate and answer most questions you may have.
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Bach Bish Falls in the Berkshires
IMPORTANT DATES FOR 2019

Monday, April 23: Two forms due to the TMC office

✓ Printed Program Form *
✓ Housing Reservation Form *

Monday, May 6: TMC assignments sent by e-mail no later than this date

Friday, May 24: Two forms due to the TMC office

✓ Arrival Form *
✓ Medical Authorization Form *

Thursday, June 20: Arrival

<table>
<thead>
<tr>
<th>Time</th>
<th>Activity</th>
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<tbody>
<tr>
<td>10:00 am - 5:00 pm</td>
<td>Registration</td>
</tr>
<tr>
<td>5:30 pm - 7:00 pm</td>
<td>Dinner</td>
</tr>
<tr>
<td>7:30 pm</td>
<td>Orientation for all dorm residents</td>
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Friday, June 21: Orientation Day

<table>
<thead>
<tr>
<th>Time</th>
<th>Activity</th>
</tr>
</thead>
<tbody>
<tr>
<td>10:00 am</td>
<td>General Orientation</td>
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<tr>
<td>11:00 am</td>
<td>Specialized Orientations by Program</td>
</tr>
<tr>
<td>12:00 pm</td>
<td>Convocation Lunch</td>
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<tr>
<td>1:30 pm</td>
<td>Specialized Orientations by Program</td>
</tr>
<tr>
<td>4:00 pm</td>
<td>Rehearsals begin for select projects</td>
</tr>
</tbody>
</table>

Sunday, July 14: Fellowship Luncheon (mandatory)

Monday, August 19: All TMC Fellows must check out by 10:00 AM

* Forms will be distributed via email.
ABOUT TANGLEWOOD

In August 1934, a group of music-loving Berkshire summer residents arranged for members of the New York Philharmonic to perform three outdoor concerts at Interlocken, a successful venture that was repeated in 1935. The Festival Committee then invited Serge Koussevitzky and the Boston Symphony Orchestra to take part the following year. The orchestra's Trustees accepted, and on August 13, 1936, the BSO gave its first concert in the Berkshires, at Holmwood.

In the winter of 1936, Mrs. Gorham Brooks and Miss Mary Aspinwall Tappan offered Tanglewood, the Tappan family estate, with its buildings and 210 acres of lawns and meadows, as a gift to Koussevitzky and the orchestra. After thunder and rain disrupted the concert that opened the 1937 festival's second weekend, Miss Gertrude Robinson Smith, one of the festival's founders, made an appeal to raise funds for a permanent structure. This would become the Koussevitzky Music Shed, in which the BSO still plays today.

Tanglewood as seen from the air

By 1941, the Theatre-Concert Hall, the Chamber Music Hall, and several small studios were finished, and the festival was attracting nearly 100,000 visitors annually. The 1986 addition of the adjacent Highwood estate expanded Tanglewood's public grounds by
forty percent and became the site of Seiji Ozawa Hall, which opened in 1994. Today Tanglewood annually draws over 350,000 visitors.

In 1940, the Berkshire Music Center (now the Tanglewood Music Center) began its operations. Koussevitzky, the Boston Symphony Orchestra's music director from 1924 to 1949, founded the school with the intention of creating a premier music academy where, with the resources of a great symphony orchestra at their disposal, young musicians would sharpen their skills under the tutelage of Boston Symphony Orchestra musicians and other specially invited artists. Today, alumni of the Tanglewood Music Center play a vital role in the musical life of the nation. The Tanglewood Music Center maintains its commitment to the future as one of the world's most important programs for the composers, conductors, instrumentalists, and singers of tomorrow.

TRAVEL TO TANGLEWOOD

All Fellows must report to Miss Hall’s School in Pittsfield upon arrival and are required to indicate the means of their arrival via online form (this link will be distributed via email).

TRAVEL BY CAR

For those using a GPS device, the address of Miss Hall’s School is 492 Holmes Road, Pittsfield, MA 01201. For those who need more detailed directions, visit http://www.misshalls.org/Page/About/Directions-to-Campus.

TRAVEL BY AIR, BUS, AND/OR RAIL

The airports most convenient to Tanglewood are listed below, along with approximate driving times from each.

<table>
<thead>
<tr>
<th>City/Airport Name</th>
<th>Airport Code</th>
<th>Driving Distance</th>
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</thead>
<tbody>
<tr>
<td>Albany, NY</td>
<td>ALB</td>
<td>1 hour</td>
</tr>
<tr>
<td>Hartford, CT - Bradley International</td>
<td>BDL</td>
<td>1 hour 15 minutes</td>
</tr>
<tr>
<td>Boston, MA - Logan International</td>
<td>BOS</td>
<td>2 hours 30 minutes</td>
</tr>
<tr>
<td>New York, NY - La Guardia Airport</td>
<td>LGA</td>
<td>3 hours</td>
</tr>
<tr>
<td>New York, NY - Kennedy Airport</td>
<td>JFK</td>
<td>3 hours 15 minutes</td>
</tr>
<tr>
<td>Newark, NJ</td>
<td>EWR</td>
<td>3 hours 30 minutes</td>
</tr>
</tbody>
</table>
Please note that you must arrange your own travel from these airports to Pittsfield, MA, which is serviced by Peter Pan and Greyhound bus lines and Amtrak (train). All travel should be booked to the Pittsfield, MA terminal (NOT the Lenox, MA terminal), where TMC staff will pick you up.

Note that most bus stations are NOT adjacent to airports and you should allow additional time to get from the airport to the bus station. **Check bus schedules before booking air travel.**

![The lawn at Seiji Ozawa Hall](image)

**PREPARING FOR TANGLEWOOD: WHAT TO BRING**

**TANGLEWOOD CLIMATE & WARDROBE**

The weather at Tanglewood can vary greatly over the course of the summer—even over the course of a day. While the days may be warm, the evenings can be cool, and even cold. Though the weather in the Berkshire Hills is often beautiful, long periods of hot and humid weather are also common, as are extended periods of rain or occasional violent thunderstorms. Insects such as mosquitoes are also prevalent at Tanglewood, on the lawn in the evenings, or even on stage in our open-air venues. Ticks are increasingly problematic in the Berkshires: residents should be familiar with strategies for preventing and responding to bites from these insects.
It is recommended that every Fellow bring:

- Casual clothing, including shorts and t-shirts for warm weather (such attire is considered appropriate in rehearsals and closed masterclasses)
- Raincoat, water proof footwear, and umbrella
- Sweaters, jackets, long pants, and long-sleeved shirts
- Comfortable walking or hiking shoes
- Swimwear and beach towels (for the nearby lake)
- Insect repellant
- Sunscreen

CONCERT ATTIRE

Fellows should bring the following.

ORCHESTRA CONCERTS

- **Men:** White dinner jacket and shirt, black trousers, black shoes & socks, black bow tie; during extremely hot weather, a special announcement may be made to allow men to remove their dinner jackets.
- **Women:** White top (not sleeveless), black pants or floor-length skirt, black shoes

OTHER SELECT CONCERTS

- All black, including long-sleeved shirt

FOR CHAMBER MUSIC CONCERTS

- **Recommended for men:** Same as orchestra concert performances OR dress shirt, tie (optional), sports coat (optional), dress slacks, dress shoes
- **Recommended for women:** Same as orchestra concert performances OR day length or long dress, dress shoes OR dress top, dress pants or skirt, dress shoes
- **For SINGERS:** Men should bring suits, and women should bring appropriate recital-wear such as gowns and dresses.

The above is also a good guideline for composers appearing on stage to bow after performances of their works.

A general note for all: Please be advised that casual or athletic wear – such as black jeans or leggings (or jeggings) – is not an appropriate substitute for black dress pants, nor are casual footwear such as flip-flops appropriate dress for performances.
MUSICAL NEEDS

You should bring:

✓ Any auxiliary instruments or you own (English horn, piccolo, euphonium, etc.) and/or mouthpieces and equipment for such instruments
✓ All necessary supplies—mutes, extra strings, reeds, mouthpieces, mallets, oil, metronome, etc.—for 8 weeks (Note that there are NO local stores that carry these supplies.)
✓ Folding music stand for personal practice (TMC stands may NOT be taken from rehearsal spaces)
✓ Music for master-classes, informal chamber music readings, or personal study
✓ Combination lock for your instrument locker (a limited number will be available at Tanglewood on a first come, first served basis)
PERSONAL NEEDS

It is recommended that you bring the following personal items to Tanglewood:

✓ $750-$1,000 USD in spending money and/or means of accessing funds, such as traveler’s checks from a US bank (for international students) or an ATM card*
✓ Photo ID (passport recommended; many businesses do not accept out-of-state IDs)
✓ Cellular phone**
✓ Ear plugs
✓ A blanket for picnicking on the lawn during concerts
✓ Hangers (not provided in dorm)

Fellows who are not traveling from afar should bring, if possible:

✓ Desk lamp or reading lamp (no halogen lamps, please)
✓ Electric fan (the Miss Hall’s School is not air-conditioned)

A car is strongly encouraged; The Fellows’ main residence is 15 minutes from Tanglewood.
*Several local banks have ATMs that accept most major bankcards. Not all major banks have ATMs in the immediate vicinity of Tanglewood, and usage fees may apply at some of these ATMs. There are no facilities for cashing personal checks at Tanglewood.

**The TMC must be able to reach you by phone during the summer.** Fellows should be aware that cell reception can be spotty at Tanglewood, Miss Hall’s School, and throughout the Berkshires.

Items may be shipped in advance to the residence at Miss Hall’s School and should be clearly marked with your name, preceded by the words “TMC Fellow.” The address is:

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c/o Miss Hall’s School/TMC
492 Holmes Road
Pittsfield, MA 01201
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**ARRIVAL, REGISTRATION, AND ORIENTATION**

All Fellows are required to arrive between 10:00 am and 5:00 pm on June 20, 2019. If you need to arrive before or after, please contact the Dean of Fellows.

Again, all Fellows—even those living off-campus (see below)—are required to report to Miss Hall’s School (MHS) in Pittsfield, MA, to pick up their registration packets. Registration occurs in the Miss Hall’s School living room. At check-in you will receive:

- Tanglewood grounds pass
- Parking pass if applicable (registration/insurance information will be collected)
- TMC Schedule Book
- Keys to your room at MHS, if applicable
- A key fob/security transponder that allows access to MHS

Also, please note:

- Be prepared to present photo ID upon arrival
- After registration, your photo will be taken by staff for security purposes and to aid in them in learning names and faces
- There will be a 7:30pm residence life orientation for those living in MHS

Fellows unloading their vehicles at MHS may do so in the front circle but should do so quickly and move their vehicles once finished. Most floors of MHS are accessible by freight
elevator, although some are only accessible via stairs. Carts maybe available to assist with unloading; dorm staff will not assist in unloading cars.

On June 21, all Fellows will report to Ozawa Hall at Tanglewood for an orientation at 10:30 am, followed by a convocation lunch at 12:30 pm. Discipline-specific orientations will continue throughout the day, and there will also be ample free time to explore the campus. For many Fellows, rehearsals will start that evening. A specific schedule for the day appears in the TMC Schedule Book.

LIFE AT MISS HALL’S SCHOOL

For almost forty years, most TMC Fellows have been housed at Miss Hall’s School, a well-maintained facility with outdoor tennis courts and spacious grounds, approximately seven miles from Tanglewood in Pittsfield, MA. Housing at Miss Hall’s School (hereafter MHS) includes single and double room accommodations, daily breakfast and dinner, a weekly change of linens, and free bus transportation between MHS and the Tanglewood grounds. A limited number of single rooms will be available via a pre-season lottery, for which preference is given to returning Fellows, except in the case of a documented medical need.

BASICS

Staff: There are four dormitory staff members and a well-trained campus safety staff at Miss Hall’s School. The Office is staffed from 7:30 am to 7:30 pm, and a staff member is always available at night for emergencies. If you need after-hours assistance, please contact Campus Safety, reachable in person on the front hall or by phone at (413)395-7299. All MHS campus safety officers are trained first-responders. Campus Safety staff will connect you with the dorm staff as the need dictates.

Rooms: Dormitory rooms are furnished with a bed, bureau, and desk for each occupant, and all rooms have a closet and/or wardrobe. Note that MHS is not air-conditioned, and Fellows are encouraged to bring fans. A limited number of fans will be available to borrow at check-in. The following are not permitted in individual rooms under any circumstances

- Pets
- Halogen lamps
- Appliances such refrigerators, microwaves, televisions, and air conditioners
- Mounting pictures/posters on walls with adhesive, thumbtacks, or nails

Practicing IS permitted in individual rooms but limited by designated quiet hours.
BATHROOMS: Large, community-style, gender-specific bathrooms are located throughout the dormitory. There are gender-neutral bathrooms in most dormitories and around the campus. Fellows are encouraged to bring a robe and sandals/slippers/flip-flops.

KEYS & DIGITAL SECURITY FOB: Each Fellow residing at MHS will receive a room key and digital security fob for the main doors to the dormitory buildings. Please note that the replacement cost is $25 for keys and $40 for the security fobs.

PERSONAL PROPERTY: All possessions are kept in the dormitory at the risk of the owner; please keep this in mind when bringing valuables to Tanglewood for the summer. It is your responsibility to make sure that any insurance policies for your property are in force while at Tanglewood. MHS has a safe that may be used by fellows to store cash or small valuables of concern.

QUIET HOURS: MHS quiet hours are from 11:00 pm to 8:00 am daily. During quiet hours there may not be any practicing of instruments, playing of recorded music, loud gatherings, or excessive noise in or around the dormitories at MHS. Late-night practice is possible in non-dormitory outer buildings after this time, but residents must be in these spaces before 11:00 pm in order to avoid being locked out. While the TMC lounge in the main building is often a popular spot after 11 pm, all dorms have stringent expectations for quiet hours, as
these living spaces are shared with school families. **There is a campus-wide hard curfew of 1:30 am.**

**RECREATION:** Miss Hall’s School has outdoor tennis courts and athletic fields as well as two full-sized, indoor basketball courts. Fellows often enjoy games of soccer and ultimate frisbee. Golfing is not permitted on the MHS grounds. A lounge area with television and vending machines is located on the first floor of the main building, and there are common rooms in the smaller dormitory buildings (Witherspoon and the “New” dorm). There are ample public recreational facilities nearby, including hiking trails, swimming, and other activities in the area, about which dorm staff can provide detailed information.

**SERVICES**

Maintenance, housekeeping, and kitchen employees work hard to meet the needs of many residents. To provide Fellows with the best possible service and to protect employees from direct requests that might impede their daily obligations, all residential requests should be channeled through the TMC/MHS Office.

**BREAKFAST & DINNER:** Two meals will be served in the MHS Dining Hall daily:

- **Breakfast:** 8:00am – 9:00am
- **Dinner:** 5:30pm – 7:00pm

A variety of vegetarian selections will be offered. **The kitchen makes every effort to accommodate special religious, medical, or dietary considerations,** although please be aware that this is not always possible. Meal times will occasionally be adjusted to fit rehearsal schedules. Visitors and guests may join Fellows for meals at Miss Hall’s School for a cost of $12 for breakfast and $20 for dinner. **Under no circumstances should dishware or food be removed from the dining area.**

**BOXED SUPPERS:** If you are unable to return from Tanglewood to MHS for dinner, you may request a box dinner to be delivered to the Tanglewood grounds. Requests must be made in person before 9:00 am on the day needed but may be made any time in advance of that time. All requests outside of mealtime needs must be communicated through the TMC/MHS office, not through the kitchen.

**TMC TAKE OUT:** Reasonably priced lunch items are sold in the TMC/MHS office. These are typically not available before 10:00 am and not restocked after 1:00 pm.

**REFRIGERATORS AND MICROWAVES:** MHS will make available a limited number of refrigerators and microwaves for communal use in a number of locations. Fellows are
responsible for maintaining the orderly use and cleanliness of these appliances. Failure to do so will result in their removal.

Aerial rendering of Miss Hall’s School campus

**Linens:** MHS will provide pillows, a blanket, a weekly change of bed linens, and towels. Keep track of your linen inventory, as Fellows will be billed for missing linens at the end of the season. Note that you may be more comfortable bringing your own bedding, and in particular you may wish to bring your own large bath towel.

**Laundry:** Washers and dryers for clothes are available at MHS, free of charge. MHS provides free detergent for its washers; residents may also prefer to use their own detergent. Fellows should not leave clothes unattended for any longer than it takes to wash and/or dry.

**Cleaning:** Residents are responsible for cleaning their own rooms and for their own cleaning supplies. MHS provides daily cleaning service for bathrooms, hallways, and common rooms. Wastebaskets left outside rooms will be emptied daily.

**Maintenance Needs:** Specific maintenance issues are typically handled by the MHS facilities professionals. Please notify dorm staff to attend to any such problems.

**Computer and Wireless Access:** There is wireless access throughout the facility. Fellows may *not* plug in any personal wireless network equipment (routers, access points, etc.). To access wireless, join the “TMC” wifi network; no password is required. There are desktop computers set up for communal TMC use in a small computer lab at
the end of the classroom wing. Please enter the phrase “tmc” if you are asked to log in or give a password. All residents are asked to sign an acceptable use policy and use the internet responsibly.

**Transportation:** There is regular bus service between Miss Hall’s School and the Tanglewood grounds. **Fellows who miss the bus and become stranded should plan to call a taxi or ride service** (please know that Uber and Lyft offer spotty service in the Berkshires); **the dorm staff cannot provide transportation to Tanglewood.** A bus schedule can be found in the TMC schedule book.

**Cars and Parking:** **Fellows are welcome and encouraged to bring a car to Tanglewood** for the season. Vehicle and insurance information must be registered with the TMC and MHS. Registered Fellows will receive parking permits for use at both Tanglewood and MHS. At MHS Fellows must park in designated lots and cars parked in unauthorized areas or without a parking permit will be towed at the owner’s expense. Speed limits on both campuses are posted and enforced. Parking of Recreational Vehicles (RVs), trailers, boats, or other large vehicles is not permitted in either parking area.

**Mail:** You should have your mail sent to MHS, NOT to Tanglewood. Postage stamps and envelopes are available for purchase at MHS. **See page 12 for the mailing addresses for MHS.**

**Practice Rooms:** Practice rooms are available in the main building, the Klein Performing Arts Center, and the Cross Athletic Center on a first-come, first-served basis. Some rooms—including those with pianos—offer priority to those who reserve spaces in advance. Reservations for MHS practice rooms may be made at the TMC/MHS office at any time during the summer. Please note: reservations for practice space at MHS must be made in person; also, the TMC/MHS Office does not handle reservations for practice space on the Tanglewood grounds.

**Overnight Guests**

MHS will permit a limited number of overnight guests per resident in accordance with the following guidelines. **This policy is subject to change and revision at any time.**

- **Guests may not stay for more than a total of SIX nights for the summer, and for no more than THREE consecutive nights.**
- **Guest visits may not be proximate to each other by less than TWO weeks.**
- **No more than one guest at a time per Fellow.**
Given the size of the population and limited space and resources, the TMC/MHS staff cannot guarantee overnight space to all applicants at any given time.

Application for an overnight guest must be made to and approved by the MHS Residential Director and TMC Dormitory Supervisor at their sole discretion.

Application for an overnight guest must be made no later than three days prior to guest arrival and no earlier than June 21, 2019.

Fellows must have the written permission of their roommate, if applicable.

Guests must present ID and register themselves and their vehicles with TMC/MHS staff.

Guests are authorized on a first-come, first-served basis and TMC/MHS reserve the right to limit the total number of guests on any given night.

Fellows must pre-pay a service charge of $25 per day per guest. This charge does not include meals

Guests may not be under 18 years of age.

Guests must comply with all residential expectations. Residents are held accountable for their guests’ conduct at all times; guests may be asked to leave without notice.

Fellows who host overnight guests without authorization may lose their housing at Miss Hall’s School.

**RULES AND REGULATIONS**

One of the most important expectations of residents at Miss Hall’s School is good citizenship. **All Fellows should treat other Fellows and both TMC and MHS employees with courtesy and consideration that reflect the professionalism of their endeavors at the TMC.**

**SMOKING AT MHS:** MHS is a smoke-free campus and smoking is not permitted at any time on MHS property. Fellows found to be in violation of this policy will receive a written warning; the second infraction will result in the termination of residential privileges.

**PARTIES AND ALCOHOL:** The following rules will be strictly enforced.

- The TMC sponsors a number of post-concert parties at MHS. To consume alcohol at these events requires the presentation of a valid, government-issued photo ID without exception.
- MHS permits the casual, responsible consumption of alcoholic beverages in common spaces or private rooms for those Fellows over 21 years of age.
- **Consumption of alcoholic beverages by individuals under 21 is not permitted under any circumstance and Fellows in violation of this policy will immediately lose residential privileges at MHS.**
✓ A 1:30 am curfew will be strictly enforced, at which time Campus Safety will close the Student Center and other public spaces.
✓ Parties may not be held in dormitory rooms.
✓ Group gatherings that are too loud or long in duration may be broken up by the dorm staff or campus safety officers.
✓ **Drinking games, theme nights, and other activities that facilitate aggressive or competitive drinking are forbidden.**
✓ Kegs of beer or other large-scale systems may not be delivered or brought to Miss Hall’s School by any TMC Fellow.
✓ **Consumption of alcoholic beverages in common areas prior to 5:00 pm is not permitted**
✓ Miss Hall’s School reserves the absolute and non-negotiable right to limit the time and place of casual alcohol consumption.

**CANNABIS AT MHS:** While the Commonwealth of Massachusetts has legalized the possession and responsible consumption of cannabis for adults, the use of recreational cannabis on the Miss Hall’s School campus is forbidden. Such use contradicts current federal law, the values of this institution, and especially our identity as an educational facility for children. Accordingly, such possession and/or use of edibles, flower, concentrates, vape pens, or any other means by which THC is consumed will result in
the immediate loss of housing at Miss Hall’s School for the remainder of the summer program and may have implications for the continuance of your TMC fellowship. Any distribution of cannabis to minors is a felony and may be reported to local law enforcement. Any TMC Fellows who have been prescribed medical marijuana, including as a treatment for a disability, and possess a medical marijuana identification card, must notify the TMC Dean of Fellows to determine whether any reasonable accommodations to this policy may be necessary. Please speak with the TMC Dean of Fellows or the TMC/MHS residential staff if you would like information or clarification on this policy. (For the general Tanglewood cannabis policy, see page 52.)

TRESPASSING: The woods behind MHS and the lake accessible via these woods present a serious safety issue. Furthermore, this lake is on private property and the presence of any Fellow there constitutes trespassing. Access to these areas is strictly forbidden and any Fellow found in violation of this policy will immediately lose residential privileges at MHS and may be subject to dismissal from the festival. Regular patrols of these areas will be made.

DAMAGES: Individuals will be held liable for any damage to property or facilities of Miss Hall’s School, the Tanglewood grounds, or any buildings used by the TMC at any time.

SECURITY: Please be advised that, in order to maintain a safe environment, dorm staff or campus safety officers may ask you for identification at any time. Please comply with any such request.

Violation of any of the above rules and regulations is grounds for sanction up to and including the revocation of residential privileges at MHS.

OFF-CAMPUS HOUSING

Those Fellows not wishing to reside at Miss Hall’s School can opt out in order to receive a $2,500 stipend towards the cost of securing their own housing in the area. This sum includes money towards food. The cost of summer housing in the Berkshires averages between $5,000 and $10,000 per house, depending on size and condition, so Fellows should plan to communicate with one another in order to form households.

Fellows who elect to find their own off-campus housing should plan to have a car with them, as there are very few housing options within walking distance of the grounds.

Housing in the Berkshires varies from modern to rustic, but most rentals are fully furnished and equipped with the usual household items. Houses may or may not, however, contain a
phone line, a television, cable, or internet access. Fellows should take care to make inquiries as to all these details from potential landlords.

**ASSIGNMENTS & SCHEDULING**

The TMC faculty and staff work to create an assignment package for each Fellow that is balanced not only with those of other Fellows but also within itself, reflecting an equitable distribution of large-ensemble music, chamber music, contemporary music, styles, genres, etc. Assignments are given much careful thought in advance of the season in order to create this balance and make the summer as musically rewarding as possible for all Fellows.

Because such extensive planning is done in advance, it is not possible to add pieces to be prepared for performance during the summer. More importantly, Fellows are not permitted to make changes to assignments. The TMC schedule of concerts and rehearsals is extraordinarily complex, and the slightest alterations can ripple throughout the entire summer.

Upon arrival at Tanglewood, Fellows receive a **SCHEDULE BOOK**, which will include:

- ✓ A listing of all assignments and personnel
- ✓ Times/locations for all TMC rehearsals and performances
- ✓ Times/locations for all BSO rehearsals and performances, and guest artists recitals
- ✓ Contact information for TMC staff members
- ✓ Maps of the Tanglewood and MHS grounds
- ✓ A listing of rehearsal and practice venues
- ✓ TMC/MHS bus schedule

Once at Tanglewood, Fellows should thoroughly check the information contained in the schedule book against any information received in the pre-season, as assignments can change or be added before the summer.

**In addition to those events listed in the schedule book, extra rehearsals, assignments, and activities may be added.** Updates to the schedule, as well as other official notices and special announcements, will be posted on the bulletin boards in Seiji Ozawa Hall (SOH) and Miss Hall’s School (MHS) every evening, as well as distributed via email. **PLEASE NOTE:**

- ✓ Check bulletin boards, voicemail, and email frequently; in some cases, you may receive schedule updates via text to your mobile phone.
Do NOT make changes to the schedule at any time. Changes can ONLY be made at the Scheduling Office. Every change to the schedule necessitates many other changes, and any alteration to the schedule may create an additional set of conflicts.

If you find any schedule conflicts, please bring them to the IMMEDIATE attention of the Associate Director for Scheduling and Production or the Dean of Fellows. DO NOT ATTEMPT TO CORRECT SCHEDULE CONFLICTS YOURSELF.

Do not take it upon yourself to cancel a rehearsal or move the location of a rehearsal without consulting with the Dean of Fellows and the TMC Scheduling Office.

DAILY SERVICES: The TMC is very mindful of the possibility of injury, and endeavors not to schedule instrumentalists or vocalists for more than two services a day; note that a third activity that does not require active performance, such as a lecture, may be scheduled. In some instances, a three-service day may be unavoidable. In such a situation, please consult with the Dean of Fellows.

A sample page from a previous schedule book

DAYS OFF: Fellows will have TWO to THREE guaranteed FULL days off each summer—in 2019: July 9, 26, & 29. It is safe to make plans to be away on these days. Fellows may
have other free days based on individual schedules but should NEVER make plans to be away from Tanglewood without consulting with the Dean of Fellows.

Map of Tanglewood included in the schedule book
(larger version can be found at the end of this Handbook)

FACILITIES AT TANGLEWOOD

Tanglewood grounds open daily for your use at 8:00 am. All Fellows will be issued a grounds pass that will admit them to the grounds even when they are closed to the general public. Tanglewood closes at 11:00 pm, but Fellows wishing to practice later than that are generally not asked to leave.

SPACES FOR MAKING MUSIC

Koussevitzky Music Shed: The Shed is a covered, open-air venue that serves as the main performance space for the Boston Symphony Orchestra at Tanglewood, seating over 5,000 inside and over 10,000 outside on the lawn. All Boston Symphony Orchestra, Boston POPS, and Popular Artist concerts are held in the Shed. The Tanglewood Music Center Orchestra performs in the Shed for the Bernstein Memorial Concert and Tanglewood on Parade, a joint gala concert with the BSO and the Boston POPS.
SEIJI OZAWA HALL: Seiji Ozawa Hall (SOH) is the main performance space for the TMC. It seats over 1,100 inside and has excellent sight lines from the lawn, to which the back of the Hall is open whenever weather permits. Tanglewood Music Center Orchestra concerts, chamber music performances, and vocal recitals are held in Ozawa Hall, as well as BSO guest artist recitals and BSO Prelude concerts. The Leonard Bernstein Pavilion—backstage at Ozawa Hall and a popular gathering place for TMC Fellows—contains the TMC Orchestra library and audio recording department, as well as several dressing rooms.

THEATRE: The Theatre (located on the opposite side of campus from Ozawa Hall) seats approximately 800 and has historically been used for TMC opera productions and was the main venue for all TMC concerts prior to the construction of Ozawa Hall. Currently it serves as a rehearsal space, primarily for percussionists.

CHAMBER MUSIC HALL: The Chamber Music Hall is a smaller venue located opposite the Visitor’s Center, with an indoor capacity of approximately 100 and additional lawn seating. This space is used most frequently for larger masterclasses.

THE LINDE CENTER FOR MUSIC AND LEARNING: In 2019, this new state-of-the-art facility will open at Tanglewood. Located up the hill from the back of Ozawa Hall, it consists of three studios of varying sizes and a café. The Linde Center will house most of the activities and offerings of the new Tanglewood Learning Institute (see page 39),
including open TMC masterclasses and coachings. Additionally, the air-conditioned space will be used for TMC rehearsals and some concerts, including Saturday evening preludes and select vocal concerts. The facility is fully equipped with technology for multi-media, theatrical, and live-streaming events.

**Architectural renderings of spaces at the Linde Center for Music and Learning**

**Rehearsal and Practice Spaces:** There are many small- to medium-sized rehearsal and practice spaces scattered throughout the Tanglewood Grounds. Individual spaces are designated with three-digit numbers; larger spaces include the Maple, Birch, Hosmer, and Ash studios and the East and West Barns. When spaces are not occupied with scheduled activities most are available for private practice on a first-come, first-served basis. In addition, some spaces may be reserved in advance at the Front Desk of the Carriage House.

**Administrative Spaces**

**Carriage House:** The administrative offices of the TMC are in the Carriage House, which also contains a large upstairs teaching and rehearsal studio and two additional studios on the first floor. Carriage House office hours are:

- Monday - Friday 9:00 am to 5:00 pm
- Saturday 9:00 am to 1:00 pm

The Carriage House is officially closed on Sunday and the Carriage House administrative staff is off-duty, so please plan accordingly. **Practicing is NOT allowed in the Carriage House during Ozawa Hall concerts.**
THE TMC ORCHESTRA (TMCO) LIBRARY at Ozawa Hall holds and distributes sheet music for all TMCO performances and audition/repertoire classes. Performance materials for ensembles of eleven or more players (with some exceptions) should be picked up from and returned to the TMCO Library. The TMCO Library will always be open one hour prior to all TMCO rehearsals and concerts and close approximately 30 minutes after. Its regular hours are:

- Monday - Friday: 9:30 am to 4:00 pm
- Saturday: 9:00 am to 1:00 pm

THE AARON COPLAND LIBRARY serves as the TMC reference library, housing a substantial collection of books, scores, and recorded music. Chamber music parts should be picked up from and returned to the Copland Library. Its hours are:

- Monday - Friday: 9:00 am to 5:00 pm
- Saturday: 10:00 am to 1:00 pm
- Sunday: 10:00 am to 1:00 pm

MISCELLANEOUS

PARKING: All Fellows with cars will be issued parking passes that permit parking in the Hickory Lot near Ozawa Hall. This pass also permits entrance through the vehicular gate on Hawthorne Street, a reserved entrance not accessible to general concert-goers, recommended for use before and after concerts, during which time traffic on route 183 and at the Tanglewood Main Gate is very congested.
PIANOS: Steinway is the official piano of the Boston Symphony Orchestra and the Tanglewood Music Center. The Steinway Company leases to the TMC more than 70 pianos for concerts, rehearsals, and practice. All pianists in the TMC program have priority over other Fellows for use of the grand pianos at Tanglewood. Upright pianos in various locations are available to all without prior sign up. To request piano maintenance email pianotech@bso.org.

FOOD AND DRINK: Water bottles with a cap are permitted in rehearsal spaces and on the Ozawa Hall stage at rehearsals only. No other eating or drinking is allowed in any of our rehearsal spaces, on stage, or in the wings at our performance venues, both in the interest of general cleanliness and not attracting wildlife.

MUSIC STANDS: Personal music stands will not be required for large ensemble rehearsals and performances. Music stands should never be removed from any rehearsal or practice space.

TMC Fellows relax on the Stockbridge Bowl

BSO BEACH: The Tanglewood property abuts Lake Mahkeenac, also known as the Stockbridge Bowl. A small beach is opening during daylight hours for use by the Tanglewood community, including BSO members, TMC Fellows, students of the Boston University Tanglewood Institute, BSO staff, and visiting artists. A lifeguard is not always on duty and TMC Fellows swim at their own risk. While at the beach, Fellows should
behave in a manner that is safe, as well as respectful and courteous to other beach-
goers, which often include families with small children. The beach gate is locked when
the beach is closed and Fellows and are not permitted at the BSO Beach after dark.

WIRELESS ACCESS: A wireless network covers most of the Tanglewood grounds. To join,
select the network named “BSO-Utility” and enter “stage2011” as the password.

CAFÉS AT TANGLEWOOD: TMC Fellows receive a 20% discount upon presentation of their
grounds pass. Locations and hours:

<table>
<thead>
<tr>
<th>CINDY’S CAFÉ</th>
<th>TANGLEWOOD CAFÉ</th>
<th>TANGLEWOOD GRILLE</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Sunday to Friday: 12:00pm-2:30pm</td>
<td>• Saturday: 12:00pm-2:30pm</td>
<td>• Shed concerts: from gate opening through intermission</td>
</tr>
<tr>
<td>• Ozawa 8pm concerts: gate opening through 15 min. after start of concert</td>
<td>• Shed concerts: from gate opening through intermission</td>
<td></td>
</tr>
<tr>
<td>• Prelude concerts: gate opening through the start of the Shed concert</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

INSTRUMENTAL PROGRAM

TMC ORCHESTRA POLICIES

GENERAL REHEARSAL INFORMATION: TMCO rehearsal orders are posted backstage at
Ozawa Hall and included with daily schedule updates. Generally, no more than two
rehearsals a day will be scheduled: morning rehearsals begin at 10:00 am and afternoon
rehearsals start at varying times. Rehearsals generally last two-and-a-half hours and
include a fifteen-minute break; three-hour rehearsals are given a twenty-minute
break. Occasionally a conductor may ask to go past the scheduled end time of a rehearsal,
or otherwise make changes in the regular rehearsal process. This will be allowed if it is
reasonable. Note that in 2019, there will be three TMCO rehearsals on July 16 for the
purpose of reading all three acts of Die Walküre.

SEATING: There are no seating auditions at the start of the summer; seating rotations are
set in advance of the summer by BSO section representatives in collaboration with TMC
staff. It is the goal of the TMC administration and faculty that all Fellows should have the
opportunity to sit in leadership positions in their section, but please understand that in larger sections this is not always possible.

BSO Music Director Andris Nelsons leads the TMCO

Calls & Tuning: The TMCO will tune one minute prior to the start of rehearsal. The orchestra will be called to the stage with three announcements, in the same manner as the BSO:

1) Six minutes to the start of rehearsal
2) Three minutes before tuning
3) One minute before tuning

The TMCO tunes to A441.

Expectations: You are expected to maintain a high standard of professionalism within the orchestra, including the following:

✓ Preparation of assigned parts
✓ Preparedness with all necessary supplies/instruments for rehearsals and concerts
✓ Demonstration of collegiality towards other members of the orchestra
✓ Respectful and responsive interaction with conductors and administrators
✓ Attention to administrative procedures and policies
Failure to maintain this standard will be taken very seriously and may result in disciplinary action.

**ATTENDANCE AND PUNCTUALITY:** Fellows are expected to:

- Be in assigned seats, with instruments assembled, warmed-up, and ready to play when the orchestra tunes
- Arrive at performance venues at least fifteen minutes prior to performance time.
- Return on time after breaks and intermissions
- Arrive on time for a mid-rehearsal call time
- Remain in the rehearsal for the entire duration until released by the conductor or orchestra administration

Habitual lateness/absences may result in re-seating or removal from a program, at the discretion of the administration. Extreme cases will result in dismissal from the festival.

**ILLNESS/INJURY:** If you are unable to come to rehearsal due to illness, it is your responsibility to inform the TMC Personnel Manager and make sure that your music is present at rehearsal. In the event of performance-related injuries, please inform both the Personnel Manager and Dean of Fellows. Note that recurrent injuries that prohibit participation in orchestra may result in re-seating or removal from a concert, for the well-being of both the individual affected and the performance.

**REHEARSALS IN THE SHED:** When rehearsing/performing or observing BSO rehearsals in the Shed, please extend every courtesy to BSO members and administration, and comply with all their requests. Shed lockers, instruments, and equipment are for the exclusive use of the BSO and should not be in use by TMC Fellows.

**ELECTRONIC EQUIPMENT/CELL PHONES:** The photographing, sound recording, or video recording of all or any portion of a TMC or BSO rehearsal or performance, or the possession of any device for such documentation inside any venue in which we rehearse or perform, without permission of the TMC Administration, is expressly forbidden. Fellows are not permitted to have or use an electronic device while on stage.

**CHAMBER MUSIC**

TMC chamber music concerts occur every Sunday morning and Saturday evening, with additional concerts often scheduled on other nights. Every TMC Fellow will participate in substantial chamber music projects during the course of the summer and/or during the Festival of Contemporary Music.
At the start of the summer, several different projects allow the various sections of the orchestra to become comfortable working together:

- Violinists, violists and cellists take part in the String Quartet Seminar
- Brass and percussion players participate in an annual brass and percussion ensemble program, including a newly commissioned work for brass
- Woodwind players participate in repertoire readings and music for wind ensembles such as divertimenti and serenades, including a newly commissioned work for woodwinds
- Double bass players work in ensembles and repertoire readings together, including a newly-commissioned work for bass ensemble

**MASTERCLASSES & MOCK AUDITIONS**

Masterclasses and/or orchestra sectionals are scheduled almost every week. Attendance is mandatory. Classes are led by either BSO members or guest faculty and may focus on orchestral repertoire (often the repertoire currently being rehearsed by the TMCO), solo repertoire, professional issues, or instrumental technique and maintenance. Please bring any solo repertoire or excerpt books that you think may be useful for the purposes of masterclasses.
In some cases, Fellows will be assigned to play in specific classes in advance; in some sections—especially smaller ones—a more organic approach to class participation may be taken. **Many faculty members elect to employ class time for mock auditions**, about which information will be distributed at Tanglewood.

**BSO Play-In Auditions for Violinists, Violists, and Cellists:** The TMC will hold an audition that offers violin, viola, and cello fellows the opportunity of playing with the BSO during the Tanglewood season. This audition is conducted in a manner that emulates a BSO audition, i.e. candidates’ identities will not be known to the audition committee. TMC Fellows who win the audition will be assigned to play one piece with the BSO in the Shed during the summer. The mock audition offers Fellows the chance to experience the pressure of auditioning for panelists from a major symphony orchestra, and also the chance to receive feedback directly from panel members. Further information will be distributed via email.

**Violin Mentorship Program:** Violin Fellows are split into groups of four or five and assigned a BSO member as a mentor. Throughout the summer mentors will work with Fellows on orchestral repertoire, issues of orchestral playing, and professional issues.
DOUBLE BASSES & THE BSO: All Double Bass Fellows will have the opportunity to play-in with the BSO over the course of the summer. These assignments will be distributed at Tanglewood.

EQUIPMENT

AUXILIARY WIND INSTRUMENTS: For those who do not own them, auxiliary wind instrument (bass clarinet, e-flat clarinet, English horn, alto flute, contrabassoon, etc.) may be signed out from the TMC Personnel Manager. Fellows should be prepared to share and manage the use of TMC-owned instruments with other Fellows.

LOCKERS: Lockers for instrumental storage and personal use may be signed out from the TMC Personnel Manager. A limited number of padlocks are available, but some Fellows may need to provide their own padlock. The TMC is not responsible for any items left in the lockers or backstage.

INSTRUMENT REPAIR: The climate at Tanglewood can be tough on instruments, in particular the fluctuations of temperature. Make sure your instrument is in good working condition, well-adjusted for a hot and humid summer. All anticipated maintenance work should be taken care of before you arrive at Tanglewood. If you have not had your instrument worked on within the past year, please have it checked out by a qualified repair person before you arrive at Tanglewood. In the event your instrument or bow needs repair during the summer, please see the TMC Personnel Manager or the Dean of Fellows for a list of nearby technicians and luthiers. Note that technicians and luthiers do not make regular visits to campus.

VOCAL PROGRAM

ASSIGNMENTS AND CLASSES

Vocal Fellows participate in a diversity of projects that include some combination of art song, vocal chamber music, contemporary music, and works of a theatrical nature. There are a several dedicated vocal recitals in Ozawa Hall every summer but works including voice are also features of chamber music concerts throughout the season, especially during the Festival of Contemporary Music.

Every week there are two gatherings of the entire vocal program, which can take the form of a master-class or a discussion of artistic or career-related issues. A staff pianist is assigned to each session. More traditional masterclasses, given by either resident faculty or guest artists, are held weekly throughout the summer on a variety of
topics. Vocal Fellows and Vocal Pianists will be assigned in advance to perform in these classes.

In addition, most faculty members make themselves available for one-on-one meetings or coachings with Fellows needing guidance, either in TMC projects or other repertoire. Such meetings should be arranged with the faculty member and then scheduled through the TMC Scheduling Office.

TEXTS AND TRANSLATIONS

It is the responsibility of Vocal Fellows to provide texts and translations for all pieces that they are singing. Please email texts and translations to your faculty coach prior to the first coaching, or that coaching cannot proceed. Faculty will make corrections to texts and translations and return them to you at the next coaching. Fellows are then responsible for making those corrections within 24 hours and sending the finished product to the TMC Printed Programs Coordinator. Texts and translations MUST be typed into a Microsoft Word document and transmitted in that format as an attachment; no other formats will be accepted. Computers will be available for your use at the Copland Library or at MHS.
In the case of pieces performed during the Festival of Contemporary Music or with the TMC Orchestra, you need only show the texts and translations to your coach; they needn’t be submitted for printing. In pieces involving more than one singer, everyone is personally responsible for translating their own text. You should collaborate and mutually determine as to who will handle the transmission of texts and translations.

The translator of any foreign text should be you, not only because the TMC must be careful about reprinting copyrighted translations, but also as a valuable exercise for you as you become acquainted with the text you are singing. Texts in English, though no translation needed, still must be typed and submitted. Include the author’s name and birth/death dates with your text and translation.

CONDUCTING PROGRAM

Each TMC Conducting Fellow leads the TMC Orchestra in concert, with the input of principal TMCO conductors, and is assigned to assist on large works, often leading sectional rehearsals. Fellows also conduct works for large and small ensembles, including during the Festival of Contemporary Music.
Conductors are expected to attend TMCO and BSO rehearsals and performances as much as their individual schedules allow. Meetings, classes and/or discussions will be arranged whenever possible with conductors of the BSO and other Tanglewood guests, include sessions with reading orchestra on concerto accompanying with guest artists and BSO members.

**Conducting Seminar:** Each summer a small group of conductors are invited to visit Tanglewood for a period of up to two weeks, during which time they attend conducting classes with a reading ensemble and observe TMC/BSO rehearsals.

**Composition Program**

Composition Fellows will have several performances of their works during the summer, including a major chamber music presentation of a work selected in the pre-season, as well as new works created specifically for performance at Tanglewood under the guidance of TMC composition faculty and in collaboration with TMC performers. Composers will be asked to submit hard copies of performance-ready parts both before and during the season for any works to be performed.

Each composer will be assigned a lockable studio in which to work at Miss Hall’s School. They will be given a key to the Hawthorne Cottage on the Tanglewood grounds, where most composition classes are held, and which contains a computer with internet access and composition software, a grand piano, and stereo equipment.

TMC Composition Fellows will have classes and individual meetings with both resident TMC composition faculty and visiting guests. Composers should bring scores and recordings of their work to present in classes.

**Library Program**

Working under the guidance of the BSO Principal Librarian and Assistant Librarian, Library Fellows work on music preparation for TMCO concerts in the Orchestra Library at Ozawa Hall, attending rehearsals and performances in Ozawa, the Theatre, the Shed, and elsewhere as the library representative. They also work on music preparation for BSO performances at Tanglewood.
The in-depth study of 20th and 21st century works is a major part of the TMC’s curriculum throughout the summer, and the annual Festival of Contemporary Music (FCM) gives all TMC fellows the chance to focus solely on contemporary music for a concentrated period. The FCM takes place over the course of five days, consisting of four to five smaller format concerts and a final TMCO concert, as well as lectures and panel discussions. Whenever possible, pieces by living composers are programmed and composers visit Tanglewood to work with the TMC Fellows performing their music.

The New Fromm Players are an ensemble of musicians drawn from recent TMC alumni who have distinguished themselves in the performance of new music. These artists will concentrate almost exclusively on this literature, performing works by the TMC Composition Fellows and works demanding lengthy and intensive preparation during the Festival of Contemporary Music. The New Fromm Players ensemble has been funded by a generous grant from the Fromm Music Foundation.
THE TANGLEWOOD LEARNING INSTITUTE

One of the exciting new initiatives this summer is the Tanglewood Learning Institute (TLI). You can visit https://www.tli.org to read about its rich and varied programs. One of the pursuits of the TLI is to pull back the veil between performer and audience, inviting the public to experience the educational and artistic processes at Tanglewood in an informal setting. In pursuit of this, select TMC coachings and masterclasses are open to the public. This offers TMC Fellows an opportunity to further their connection with the community of already-dedicated Tanglewood patrons.

Studio E at the Linde Center for Music and Learning, opening in 2019

CONCERTS AND REHEARSALS

CONCERT SCHEDULE

There are very few days at Tanglewood on which no concert activity occurs. This offers Fellows the chance to immerse themselves in performances by musicians of the BSO, distinguished guest artists, and other TMC Fellows. In addition to three distinct BSO programs each week, a variety of smaller format concerts are held, in addition to popular artist events throughout the summer.
In the busiest of weeks, the concert schedule might look like the below. Those items in red are variable, while those in black are generally fixed, with minor exceptions.

<table>
<thead>
<tr>
<th>SAMPLE WEEKLY TANGLEWOOD CONCERT SCHEDULE</th>
</tr>
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<tbody>
<tr>
<td><strong>MONDAY</strong></td>
</tr>
<tr>
<td>7:00 PM - Popular Artist Concert (Shed)</td>
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<tr>
<td>8:00 PM - TMCO Concert (Ozawa Hall)</td>
</tr>
<tr>
<td><strong>TUESDAY</strong></td>
</tr>
<tr>
<td>8:00 PM - TMC Vocal Recital (Ozawa Hall)</td>
</tr>
<tr>
<td><strong>WEDNESDAY</strong></td>
</tr>
<tr>
<td>8:00 PM - Guest Artist Recital (Ozawa Hall)</td>
</tr>
<tr>
<td><strong>THURSDAY</strong></td>
</tr>
<tr>
<td>8:00 PM - Guest Artist Recital (Ozawa Hall)</td>
</tr>
<tr>
<td><strong>FRIDAY</strong></td>
</tr>
<tr>
<td>6:00 PM - Prelude Concert w/ BSO Members (Ozawa Hall)</td>
</tr>
<tr>
<td>8:00 PM - BSO Concert (Shed)</td>
</tr>
<tr>
<td><strong>SATURDAY</strong></td>
</tr>
<tr>
<td>2:30 PM - Boston University Tanglewood Institute Concert (Ozawa Hall)</td>
</tr>
<tr>
<td>6:00 PM - Prelude Concert w/ TMC Fellows (Ozawa Hall)</td>
</tr>
<tr>
<td>8:00 PM - BSO Concert (Shed)</td>
</tr>
<tr>
<td><strong>SUNDAY</strong></td>
</tr>
<tr>
<td>10:00 AM - TMC Chamber Music Concert (Ozawa Hall)</td>
</tr>
<tr>
<td>2:30 PM - BSO Concert (Shed)</td>
</tr>
</tbody>
</table>

This schedule is only an example and concert schedules can vary greatly from week-to-week. For example, TMCO concerts can occur on Sunday or Monday evenings, and special or Gala concerts occasionally substitute for regular BSO Shed concerts, including by the TMCO. Popular artist concerts are not held each week. Lastly, the above does not reflect the myriad non-performance events that take place at Tanglewood.

**ACCESS**

Your Tanglewood Grounds Pass must be presented for admission to all BSO rehearsals, TMC and BSO concerts, and guest artist recitals. This pass does not admit Fellows to popular artist concerts, or for certain black-out dates noted specifically on the pass. Your Grounds Pass will also be required for admittance to the Tanglewood grounds during any ticketed concert.
<table>
<thead>
<tr>
<th><strong>CONCERT ACCESS</strong></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Concerts in the Shed</strong></td>
<td>Lawn seating with your grounds pass</td>
</tr>
<tr>
<td><strong>Non-TMC Concerts in Ozawa Hall</strong></td>
<td>Lawn seating with your grounds pass</td>
</tr>
<tr>
<td><strong>TMCO Concerts in Ozawa Hall</strong></td>
<td>Lawn seating with your grounds pass, for those not playing in the orchestra</td>
</tr>
<tr>
<td><strong>Other TMC Concerts in Ozawa Hall</strong></td>
<td>Your grounds pass allows unreserved indoor seating at all TMC chamber music concerts and recitals. You may also sit on the lawn.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>REHEARSAL ACCESS</strong></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>BSO Closed Rehearsals</strong></td>
<td>Fellows are encouraged to sit in the audience for BSO rehearsals as the schedule permits. <strong>Sign-ups will be posted so that Fellows may sit on stage during rehearsals.</strong> BSO rehearsal schedules are included in the schedule book, and specific rehearsal orders are posted backstage at SOH and at the Shed.</td>
</tr>
<tr>
<td><strong>TMCO Rehearsals</strong></td>
<td>Fellows who are not playing in orchestra are encouraged to attend any TMC Orchestra rehearsal, as your schedule permits. Check the daily TMC schedule for locations, repertoire, and rehearsal orders.</td>
</tr>
<tr>
<td><strong>Other TMC Activities</strong></td>
<td>Fellows of the TMC are encouraged to attend the activities of programs other than their own, as the schedule permits, such as masterclasses and chamber music rehearsals. In the instance of a rehearsal or class involving a small group or space, please arrive a few minutes early and ask permission from the faculty member present.</td>
</tr>
<tr>
<td><strong>Guest Artist Rehearsals</strong></td>
<td>Rehearsals for guest artist recitals are closed.</td>
</tr>
</tbody>
</table>
## BACKSTAGE ACCESS

<table>
<thead>
<tr>
<th>Event Type</th>
<th>Access Details</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>TMC Concerts</strong></td>
<td>TMC Fellows' backstage access during TMC concerts is unrestricted. The TMC asks, however, that friends or family who wish to visit—before, after, or during a concert—meet their Fellows outside on the lawn.</td>
</tr>
<tr>
<td><strong>BSO Concerts in the Shed</strong></td>
<td>TMC Fellows are NOT permitted backstage during BSO concerts in the Shed. In event that a BSO member has asked you to meet him or her backstage, please speak with one of the Tanglewood Guides stationed at the side door of the Shed, who will page whoever you seek.</td>
</tr>
<tr>
<td><strong>Non-TMC Concerts in Ozawa Hall</strong></td>
<td>TMC Fellows are NOT permitted backstage during any guest artist recital or BSO Prelude concert in Ozawa Hall, but brief exceptions may be made for Fellows who need to visit their lockers, located backstage at Ozawa. In this case, Fellows should speak with one the Tanglewood Guides stationed on the ramp to the Bernstein Pavilion, who will escort you in to retrieve anything you need, at their discretion.</td>
</tr>
</tbody>
</table>

**Patrons on the lawn for a Sunday afternoon BSO concert**
INDOOR SEATING AT SHED AND NON-TMC CONCERTS IN OZAWA HALL

We are not able to offer complimentary tickets to these concerts. While many Fellows do choose to picnic on the lawn, those who wish to sit inside for either Shed or non-TMC Ozawa Hall concerts can follow this procedure:

**Fellows should check in with the ushers stationed at house left, either at the front corner of the Shed or under the Ozawa Hall colonnade.** Just before the start of the concert, ushers will place you into vacant seats, typically close to the stage. In the case of well-sold concerts, this may not be possible until the first seating break. In the case of extremely popular concerts, no seats may be available. Please feel free to let the ushers know of any special requests you may have, within reason; for example, if the soloist for the evening is pianist, do let the ushers know if you are a pianist. Do NOT request to sit near someone specific; please sit in the seat you are offered.

The seats in which you are sitting will be among those of patrons who have paid the highest prices to attend Tanglewood concerts, or even among important BSO donors. Please be kind and courteous to those sitting around you. Do not disparage the seats, or the performance, even if it is not be to your taste—best to be positive in your appreciation of Tanglewood.

TMC Fellow warming up backstage at the Shed
GUESTS & COMPLIMENTARY TICKETS

It is natural that you may want your friends or family to drop in during the course of the summer. **Guests are permitted to attend certain rehearsals and classes of the TMC with the 48-hour advance notification and approval of the Dean of Fellows, TMC Personnel Manager (for TMCO rehearsals), and/or the coach or conductor overseeing the event.** Guests may not attend BSO closed rehearsals.

We know also that you will want to share your performances with your visiting friends, family, and colleagues. The sections below outline guidelines for obtaining tickets for your guests. Please know that all proceeds from concert attendance support the activities of the TMC, and therefore we must limit the number of complimentary tickets we can distribute. Please note that guest Grounds Passes cannot be issued.

<table>
<thead>
<tr>
<th>Concert</th>
<th>Comps</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>TMC Chamber Music Concerts &amp; Vocal Recitals</strong></td>
<td>4</td>
<td>Additional tickets may be purchased one hour before the concert at a price of $12.00 per ticket</td>
</tr>
<tr>
<td><strong>TMC 6:00 PM Saturday Prelude Concerts</strong></td>
<td>2</td>
<td>Complimentary tickets available only for concerts in which you are performing. Additional tickets may be purchased as General Admission Lawn tickets for Shed concerts, usually $22 per ticket, which will allow for seating inside Ozawa Hall for the Prelude.</td>
</tr>
<tr>
<td><strong>TMCO Concerts in Ozawa Hall</strong></td>
<td>2</td>
<td>Additional lawn tickets or tickets for inside the Hall may be purchased online now or at the Tanglewood Box Office this summer</td>
</tr>
<tr>
<td><strong>TMCO Concerts in the Shed</strong></td>
<td>0</td>
<td>Applies to the Bernstein Memorial Concert and Tanglewood on Parade</td>
</tr>
<tr>
<td><strong>BSO Concerts</strong></td>
<td>0</td>
<td>Guests may attend BSO concerts with TMC Fellows by purchasing General Admission Lawn tickets, typically at a cost of $22 per ticket for Saturdays and Sundays, and $12 for Fridays.</td>
</tr>
</tbody>
</table>

Complimentary tickets may be requested during the summer, in person at the front desk in the Carriage House no later than three days prior to the concert. Tickets will be left at the box office/gate on the day of the concert.
For concerts for which complimentary tickets are not available, you may purchase online at www.bso.org or by calling Symphony Charge at 888-266-1200. Note that additional fees will apply to the cost of these tickets. Once you are at Tanglewood, you may purchase tickets from the Box Office at the Main Gate.

**DISTRIBUTION OF MUSIC FOR TMC PERFORMANCES**

The TMC makes select music available in the pre-season for download via dropbox.com (link to be provided with assignments). The website is updated frequently as music becomes available from publishers. As a general rule:

<table>
<thead>
<tr>
<th>Instrumentalists</th>
<th>Music will be made available for pieces to be performed in the first three weeks and for any piece that is particularly challenging or is non-standard repertoire.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Singers &amp; Vocal Pianists</td>
<td>Generally responsible for obtaining standard art song repertoire (such as Schubert, Mahler, Schumann, Barber, etc.). Contemporary works or non-standard repertoire will be distributed in advance of the season.</td>
</tr>
<tr>
<td>Conductors</td>
<td>Responsible for obtaining scores for standard repertoire. Scores for contemporary works or non-standard repertoire will be distributed in advance of the season.</td>
</tr>
</tbody>
</table>

If you have a question about whether or not something will be available in the pre-season, just ask. **Hard copies of ALL music will be provided at Tanglewood; most will be available for you to pick up as soon as you arrive.**

**TMC RECORDINGS**

Our Grammy-award-winning resident audio crew records all TMC performances. Recordings will be made available free of charge for use by TMC Fellows via online download.

**All TMC Fellows sign a Release Form designating these recordings as wholly the property of the BSO; performances may be rebroadcast or sold as the organization sees fit, including as a commercial release on the BSO label or as a digital download online from www.bso.org. Furthermore, TMC Fellows sign a recording waiver stating that they will use TMC recordings for private study purposes only. The waiver further guarantees that under**
no circumstances will a Fellow broadcast these recordings in any form. **Personal recording of performances is not permitted at Tanglewood.**

Recordings of BSO concerts (including the joint TMC/BSO performance on TOP) or guest artist recitals are not available.

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**TMC Vocal Fellow during the annual Bach Cantata concert**

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**WELLNESS**

**MEDICAL CARE**

Your medical record will be on file with TMC staff and will only be released to a medical care facility in the case of an emergency. If you feel you need medical attention on a non-emergency basis, please inform the Dean of Fellows or the MHS staff. In the event medical services are needed, two facilities are recommended:

- The Berkshire Medical Center, located at 742 North Street in Pittsfield, MA
- The walk-in clinic located at 510 North Street in Pittsfield, MA
Both are approximately a twenty-minute drive from Tanglewood. **In the event of an urgent medical emergency dial 911.** EMTs are present at Tanglewood during most concerts.

For routine medical needs such as prescriptions and over-the-counter medicine, there is a CVS Pharmacy within a five-minute drive from MHS, as well as a pharmacy in the village of Lenox, just minutes from Tanglewood.

**Fellows are responsible for the costs of their own medical care.**

**MENTAL HEALTH**

Fellows with mental health concerns should see the Dean of Fellows for referrals to qualified professionals. Fellows who are under the on-going care of a mental health professional should make arrangements to continue or supplement that care as needed during the summer.

**The TMC does not provide counseling services.**

A TMC chamber group in their dress rehearsal
PREVENTING INJURY

Every effort has been made to balance schedules and assignments for each individual player at the TMC. Despite this, the load of assignments can be heavy and musicians at Tanglewood still sometimes experience injuries during the summer, due to repetitive stress or excessive tension in their playing. Injuries, whether mild or more severe, can ruin the summer for those afflicted and disrupt the summer for others. We all have a stake in injury prevention.

Here are a few recommendations to help make your summer at the TMC injury-free:

✓ Arrive at Tanglewood rested and with your playing in optimum shape—the weeks and days just before Tanglewood are not the time to take a vacation from the instrument. String players should be playing regularly for 3 to 4 hours a day in the weeks before coming to Tanglewood.
✓ Develop a regimen of stretching or other exercise away from the instrument and try to maintain it during the summer.
✓ Cultivate techniques to play with less tension. For example, many string players use excessive force with the fingers of the left hand. Chances are good that you can "press less" on the fingerboard.
✓ Try to maintain good posture, particularly when sitting in orchestra: straight back, shoulders that are relaxed, and a free neck.
✓ Breathe freely when you play. Relax your jaw and open your mouth slightly.
✓ Be well prepared with all your orchestral and chamber music parts, including working on music sent to you in the pre-season. Scrambling for notes in difficult music promotes tension and bad habits.
✓ If you are currently recovering from or coping with an injury, you are strongly advised to consult with both your teacher and TMC faculty and staff to determine if attending Tanglewood is right for you at this time.
✓ Get adequate rest and keep hydrated during the summer.

Faculty and staff at the TMC will be there for ongoing counsel and support if you are concerned about injury. However, TMC Fellows are considered to be professional artists; the primary responsibility for your physical and psychological well-being is their own.

If you DO become injured, TMC staff can provide you with a list of physical and massage therapists in the area. Fellows are responsible for associated costs.
YOGA

The TMC makes yoga class with an experienced instructor available to Fellows at reduced prices. No prior yoga experience is necessary. Classes will focus on reducing performance-related tightness, tension and stress; intermediate level full-body workouts emphasize stretching areas most strained by performance (neck-shoulders, wrists, low back). Classes include yoga postures, breath-work, and relaxation to increase flexibility, strength and balance; also, learning to relax your mind, enhance focus and concentration, and reduce performance-related anxiety.

<table>
<thead>
<tr>
<th>YOGA CLASS FEES</th>
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<tbody>
<tr>
<td><strong>$200</strong></td>
</tr>
<tr>
<td><strong>$125</strong></td>
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</table>

**FELLOWS MUST SUPPLY THEIR OWN YOGA MATS FOR THESE CLASSES**

Registration in advance of the season is required. More information will be distributed via email before the start of Tanglewood.

NON-TMC PERFORMANCES

It is not uncommon for Fellows to be approached by BSO donors, volunteers, or other members of the Berkshire community and asked to give “house” concerts or to provide music at private events such as weddings or parties. While in attendance at the TMC, Fellows should not engage in any outside performance not authorized by TMC administration. Such performances can place added stress on Fellows’ workload, increase physical stress on Fellows’ bodies, and create scheduling conflicts, especially in the event of schedule changes. In some cases, the TMC administration may grant permission for such a performance, but only after full consideration of these issues.

Any such request should be brought to the attention of the Dean of Fellows, especially any situation in which you may feel uncomfortable saying “no,” as in the case of an important donor.
DONORS AND VOLUNTEERS

FELLOWSHIP SPONSORS & LUNCHEON

TMC Fellowships are financially supported by individuals, groups, businesses and/or foundations—it is because of these generous gifts that the TMC is able to offer a tuition-free program with room and board included.

Each Fellow will be assigned a named Fellowship or Fellowships and required to write a note of thanks to the individual(s) or entities that have made their summer possible. In some cases, you may have more than one Fellowship, and/or more than one individual to thank for a single Fellowship. In some instances there are no contacts for a Fellowship. This information will be distributed at orientation.

During the BSO’s annual Trustees and Overseers weekend, there will be a luncheon for all TMC Fellows and Fellowship sponsors. Attendance at this luncheon is mandatory for all Fellows without exception. Most Fellowship sponsors do attend the luncheon.

TMC Fellow speaking at the Fellowship Luncheon

LUNCH CLUB

The Boston Symphony Orchestra Association of Volunteers provides lunch (free of charge) once per week in the tent behind Ozawa Hall, for any and all who come.
Volunteers make every effort to accommodate all dietary restrictions. The dates and times of Lunch Club will be published in the TMC Schedule Book.

**CONDUCT**

The TMC is a professional level program. As a Fellow of the TMC, you are expected to maintain high professional standards out of respect for your colleagues, the institution, and yourself. Inappropriate and/or illegal behavior constitutes grounds for disciplinary action by the TMC and/or dismissal from the program.

**ATTENDANCE AND ABSENCES:** Punctual attendance at assigned rehearsals, classes, and performances is expected without exception.

- ✓ You are responsible for allowing yourself appropriate warm-up and personal preparation time, in order that rehearsals may begin on time.
- ✓ Any absence from a TMC activity—except in the case of an emergency—must be approved in advance and in writing. Absence requests should be submitted to the Dean of Fellows.
- ✓ Any medical conditions should be brought to the immediate attention of the Dean of Fellows or the dormitory staff so that you may receive the appropriate medical attention and/or time off.
- ✓ In the event of an emergency that prevents you from attending an event such as a rehearsal, you are responsible for notifying all concerned parties and seeing to it that your music is present. In the exceedingly rare circumstance of a medical emergency that would prevent you from playing in a scheduled performance, Fellows should urgently contact those concerned.

Unexcused absences may constitute grounds for dismissal from the TMC.

**SMOKING AT TANGLEWOOD:** Smoking of any substance, including the use of e-cigarettes and vaporizers, is prohibited in any building or on the grounds of Tanglewood. There are designated outdoor smoking areas behind Seiji Ozawa Hall and the Koussevitzky Music Shed.

**ALCOHOL POLICY:** It is illegal for individuals under 21 to consume alcohol in the State of Massachusetts. Consumption or possession of alcohol by underage individuals during the season constitutes grounds for immediate dismissal. Those individuals who are 21 years of age and wish to consume alcohol are expected to behave responsibly and not engage in any risky behavior, such as driving while impaired, nor consume alcohol prior to scheduled
TMC activities such as rehearsals or concerts. Fellows found to be engaging in such behavior will be dismissed from the TMC.

**General Cannabis Policy:** Out of respect for our patrons and in observance of Federal law, Tanglewood maintains a drug-free environment. The consumption of cannabis by any means is prohibited on Tanglewood property. Those individuals who are 21 years of age and wish to consume legal cannabis at other private locations are expected to behave responsibly and not engage in any risky behavior, such as driving while impaired, or consuming cannabis prior to scheduled TMC activities. Fellows using cannabis should make sure they are thoroughly familiar with Massachusetts cannabis laws; those found to be not in compliance with those laws, or with any of the above—including individuals under the age of 21 who are found to be possessing or consuming cannabis anywhere at any time—will be subject to disciplinary action, up to and including dismissal from the festival.

**Illegal Substances:** The possession of illegal drugs or prescription medicine not authorized by a doctor constitutes grounds for dismissal from the TMC.

**Weapons:** Possession, storage, and/or use of a firearm of any description on Tanglewood or MHS grounds is prohibited. In addition, possession, storage, or use of dangerous weapon (including, but not limited to, clubs, dangerous knives, and martial arts weapons), hazardous chemicals or biological substances, explosive devices (including but not limited to fireworks), incendiary devices specifically modified to be used as a weapon, hunting equipment, and other dangerous articles, weapons, or substances is prohibited on the Tanglewood and MHS grounds.

**Conflict Resolution:** As in any organization, problems may arise during the summer season, whether interpersonal issues between Fellows, faculty, or staff members, or logistical or musical concerns. While the TMC trusts that you will be able to handle these issues professionally and not allow them to affect your work, you do have several resources to help you work through them. Please see the Dean of Fellows who will assist you (confidentially, if needed) or direct you to someone who can help.

**Boston Symphony Orchestra Sexual Harassment and Non-Fraternization Policies:** Professionalism within the TMC and the Boston Symphony Orchestra demands that those with authority not abuse, nor appear to abuse the power with which they are entrusted, nor engage in inappropriate behavior with Fellows. The BSO’s Consensual Relationship Policy prohibits any supervisor, faculty member, trustee, overseer, or volunteer of the BSO or TMC from pursuing sexual relationships with any Fellow or subordinate who they teach or supervise. If any Fellow feels that the behavior
of TMC faculty or staff member—explicit or implicit—is inappropriate or causing an uncomfortable or hostile environment, that Fellow is empowered and required to bring this to the attention to any TMC staff member, who will then be required to take appropriate action. In the context of a complaint, there will be no presumption that the relationship or behavior was welcomed by the Fellow.

INTERNATIONAL FELLOWS

To attend the TMC, non-US citizens MUST have a valid US visa. The following guidelines for international students should be noted:

- **Those traveling to the TMC from abroad may not enter on a tourist visa or through a visa waiver program.**
- Those already studying in the United States on an F-1 must attest to the continuity of their visa and I-20 form.
- If leaving the country before Tanglewood, an F-1 student should be assured of re-entry, including possession of a transfer I-20 form if continuing in a new degree program in the fall semester.
- F-1 students completing their degree but NOT enrolling in a new degree program in the fall semester should be aware that their visa expires 60 days after graduation and make the necessary arrangements for legal residency through the end of the TMC session (for example, by applying for OPT status to extend their F-1 visa).
✓ Other common acceptable visas or statuses are: B-1, O-1, OPT, J-1, or Permanent Resident Status.

For those Fellows who DO require a visa for Tanglewood, the TMC will issue an I-20 for an M-1 student visa. (Note that the M-1 differs from the F-1 that is usually issued to international students.)

After receipt of form I-20, the procedure is as follows:

1. **Pay the SEVIS I-901 fee** ($200) at [https://www.fmjfee.com](https://www.fmjfee.com). To do this, you will need your SEVIS ID number, which is located at the top of your I-20 form, just above your name.

2. **Complete the Online Nonimmigrant Visa Application Form DS-160** at [https://ceac.state.gov/genniv/](https://ceac.state.gov/genniv/). You must: 1) complete the online visa application and 2) print the application form confirmation page to bring to your interview. You will upload your photo while completing the online Form DS-160, which must be in the format explained at [https://travel.state.gov/content/travel/en/us-visas/visa-information-resources/photos.html](https://travel.state.gov/content/travel/en/us-visas/visa-information-resources/photos.html).

3. **Schedule an appointment to apply** for the visa at your nearest U.S. embassy or consulate. The website [https://usembassy.state.gov](https://usembassy.state.gov) will help you locate the nearest U.S. Embassy. You must have your receipt for the I-901 fee & DS-160 confirmation page at this appointment.

4. **Pay the visa application processing fee** ($160, usually). Review country-specific instructions on the [U.S. Embassy or Consulate](https://usembassy.state.gov) website.

5. **Prepare documents to bring to the interview** including: I-901 fee receipt, form DS-160 confirmation page, application fee payment receipt, if you are required to pay before your interview, photo, I-20 form, and a copy of the TMC Letter of Agreement as proof that you will attend Tanglewood this summer.

During the application process, you may be asked to show that you have the financial means to attend Tanglewood, including travel and incidental funds, and show intent to return to your home country. This website gives explicit details on the requirements and procedures for obtaining a Visa: [https://travel.state.gov/content/visas/en/study-exchange/student.html](https://travel.state.gov/content/visas/en/study-exchange/student.html).

NOTE FOR CANADIAN CITIZENS: Citizens of Canada DO NOT have to apply for a visa at their local U.S. Embassy, and can cross the border by simply presenting your Form I-20, I-
901 fee receipt, and other supporting documents to the Border Patrol Officer at your port of entry to the United States.

**TMC Percussion Fellow in concert**

**DINING OUT, SHOPPING, AND OTHER RECREATION**

There are many excellent restaurants surrounding Tanglewood, in every price range. Getting to them usually requires a car. Advice on restaurants can be obtained by asking the Dean of Fellows, the residential staff, or other veteran staff members at Tanglewood, all of whom will have strong opinions regarding their favorite places to eat.

For extra clothing or other supplies, The Berkshire Mall is located approximately twenty-five minutes north of the dormitory, as are Target and Walmart. Closer by, the Prime Outlets in Lee offer a variety of factory stores. Nearer still to the dormitory, a strip mall has a few basic stores—including a supermarket, which can handle the most immediate needs—and a Marshalls, for affordable clothing in the event you forgot to pack something. For those Fellows without cars, the dorm staff can organize van trips to some of these locations.

There are many other opportunities to explore the beautiful countryside, mountains, and to visit the many museums and other cultural attractions in the area. **Visit www.berkshires.org for details on the region.**
TMC STAFF & OFFICE INFORMATION

Primary Contact

Michael Nock, Associate Director & Dean of Fellows
617-638-9231 / mnock@bso.org

TMC Office Information

<table>
<thead>
<tr>
<th>Symphony Hall</th>
<th>Tanglewood</th>
</tr>
</thead>
<tbody>
<tr>
<td>301 Massachusetts Avenue</td>
<td>297 West Street</td>
</tr>
<tr>
<td>Boston, MA 02115</td>
<td>Lenox, MA 01240</td>
</tr>
<tr>
<td>617-638-9230 / <a href="mailto:tmc@bso.org">tmc@bso.org</a></td>
<td>413-637-5230 / <a href="mailto:tmc@bso.org">tmc@bso.org</a></td>
</tr>
</tbody>
</table>

Other TMC Staff

Ellen Highstein, TMC Director
617-638-9234 / ehighstein@bso.org

Karen Leopardi, Associate Director for Faculty and Guest Artists
617-638-9233 / kleopardi@bso.org

Gary Wallen, Associate Director for Production and Scheduling
617-638-9227 / gwallen@bso.org

Matthew Szymanski, Manager of Administration
617-638-9232 / mszymanski@bso.org