



## ARMTA PROVINCIAL BOARD MEETING

October 26, 2017

12:30 PM – 8:00 PM meeting with supper break

Liberty Christian Assembly Church, 1B - 6315 Horn Street, Red Deer, AB

### MINUTES

#### 1. CALL TO ORDER

12:44 PM

#### 2. WELCOME AND INTRODUCTIONS

**Present:** Marlaine Osgood (President), Vicki Martin (Administrator), Deborah Gallant (Edmonton), Naomi Parker (Edmonton), Annette Bradley (Red Deer), Melodie Archer (Calgary), Nathene Arthur (Calgary), Elizabeth Peters (arrived at 2:15 and left at 7:55), Ida Edwards (Facetime 4:30 – 4:50, 6:45-8:20), Kimerica (phone 7:50-8:20)

**Regrets:** Beth Olver (Past President), Kimerica Parr (Vice President)

#### 3. AGENDA APPROVAL

**Addition:** 7. I) Contemporary Showcase. Removal of 9:40 pm from the Business Arising from the minutes

**Motion:** To approve the agenda as amended.

**Moved:** Naomi, Debbie All in favour **MOTION CARRIED**

#### 4. MINUTES OF FEBRUARY 25, 2017 MEETING

**Motion:** To accept the minutes of the February 25, 2017 meeting minutes as corrected.

**Moved:** Melodie, Annette All in favour **MOTION CARRIED**

#### 5. BUSINESS COMPLETED BY EMAIL VOTING

**Motion:** To accept the business completed by email into the February meeting minutes

**Moved:** Melodie, Debbie All in favour **MOTION CARRIED**

#### 6. BUSINESS ARISING FROM THE MINUTES

- a) Strategic thinking: How does ARMTA retain and develop relevance in the music community? Discuss with reference to:

- i. [Follow-up on contacting non-RMTs on the RCM teacher list](#) Naomi

While there has not been much response to the letter with new membership applications so far (only one has applied, though others called), we don't regret sending it out. Naomi had spoken with one of her students that already has a B.Mus and is completing her ARCT about ARMTA and was admittedly discouraged with her lack of interest, since the music school she works for provides insurance and recruits students for them.

The most effective way to recruit members is by personal invitation, so if each ARMTA member could be encouraged to recruit one other teacher, we would probably see better results. We will make the letter of invitation with the benefits of membership included available both to branches and members so that they can pass it on to someone that they already know. Vicki will include it in an email update and send it to the branch reps to pass on to the branches.

Naomi will continue to put together a mailing list of RCM teachers in Calgary to mail the letters to in Calgary.

Debbie would also like to have materials available for teachers to give to their students with the benefits of studying with an RMT so that we can make ARMTA better known to the public. Annette has a letter used in the past that she will find to share and use as a starting point. Annette, Naomi, Marlaine, and Vicki will adapt the current letter for a student's perspective with a "welcome to ARMTA." It needs to be clear, concise, and catchy.

ii. Follow-up on information letter Annette/Naomi  
Included in 6. a) i. above.

iii. Collegiate members Marlaine

A. Fee and "student fee"

B. Affiliate designation

There was a lot of discussion about different options and alternatives available to create a collegiate membership.

We are able to waive the provincial fee, application fee, and police records check. They would need to provide proof of enrollment, including a schedule of classes or other proof.

If the students want to have the insurance policy, then they must be made a member of some sort

Annette did not think when we were talking about Collegiate Chapters that we were also planning on making them affiliate members. If we are going to have a different membership for students, then we would rather not call it an Affiliate membership but simply a Student Member, similar to ORMTA. To qualify for a student membership, they would need to be part of one of the Collegiate chapters or possibly one of the STAFF or student teacher clubs.

Is it fair to provide a reduced rate to students if it leaves out those who are studying for their ARCT privately?

Offering the option to opt out of insurance is a can of worms we'd rather not open.

Police records checks are cheaper through the RCMP than through the Edmonton City Police. There is a difference between types of police checks and vulnerable sector checks and some cost more than others.

A student membership could include CFMTA membership or insurance or neither.

We don't think we can offer a student membership with only insurance without causing problems with current members. If they want insurance, they should become an Affiliate member.

We agree that there could be a "Post-Secondary Student Membership" that would only be for Collegiate members. We are not sure if we can include CFMTA membership without making them provincial members first.

**General Consensus:** ARMTA designate a "Post-Secondary Collegiate Student" membership, available to members of Post-Secondary Collegiate Chapters.

Pay a nominal fee.

The Post-Secondary Collegiate Student members have the following fee structure:

- Waive provincial fees
- Waive membership application fee
- Waive police check with proof of enrollment in post-secondary in lieu
- No insurance
- No CFMTA membership

Benefits of membership would include:

- Free ARMTA events, including branch events
- Can enter their students in competitions, recitals, or awards, although they wouldn't be able to enter the CFMTA Student Composer Competition.
- Inclusion in ARMTA email updates

Marlaine will take this back to Patty Tao who is heading up the U of A Collegiate Chapter and see if this will work for them.

iv. Follow-up on "I belong to ARMTA because..." Vicki

It would be nice to have some men included, so Vicki will try to collect photos and statements from a few guys to add to what Carolyn already has.

b) Updates to Mission Statement Debbie/Kimerica

Removes all references to “claiming” a student, since we work in a free marketplace where students can choose their teachers.

**Motion:** To accept the new Mission Statement and Code of Ethics as presented  
**Moved:** Melodie, Naomi All in favour **MOTION CARRIED**

c) Post-Secondary Pedagogy Scholarship Marlaine

a. Changes to the application

This scholarship is open to students of all pedagogy teachers, not just ARMTA teachers. There is money available to set up another scholarship just for ARMTA teachers, which we could do in future years. This could be used by school music teachers for school music pedagogy.

Update “Have recently completed a pedagogy course” to “Have completed a music pedagogy course in the previous 18 months.”

Under the Purpose, update “academic scholarship to “academic merit”

**Motion:** To approve the changes to the application with the updates.  
**Moved:** Nathene, Naomi All in favour **MOTION CARRIED**

**Motion:** To make the following changes to the application form for the Pedagogy Scholarship:  
On the application form, update “Pedagogical course that the student is currently enrolled in:” to “Pedagogical course that the student has completed in the previous 18 months”. Update “I am studying with a teacher in Alberta” to “I studied with a teacher in Alberta” and “Student’s Current Music Instructor(s)” to “Student’s Music Instructor(s) for this course” and move the course information to above the teacher’s information. Update “Please attach your letter, with your instructors signature confirmation” to “Please attach your letter with your instructor’s confirmation of marks.”

**Moved:** Debbie, Annette All in favour **MOTION CARRIED**

b. A Pedagogy Certificate

Vicki will help Marlaine & Judith prepare a certificate.

c. Presenting the award in public

Provincial will pass it off to the closest branch to present in public whenever possible.

d) Policies & Procedures updates Sherry Ann Lynn

**Motion:** That the Policy & Procedures for Piano Competition be revised to say “the second \$1000 award presented to the winner of ARMTA Piano competition be presented to the student representing ARMTA at the CFMTA Piano Competition after the first round of the national competition. The award is intended to cover expenses incurred in attending the national competition.”

**Moved:** Beth  
With the further information and discussion by email included in the reports, it was agreed that it was unfair to expect that prize money be expected to cover expenses.  
There was no seconder, so the motion was not carried. **NOT CARRIED**

a. Policies to establish

i. Balanced Budget

**Motion:** Add to the Policies and Procedures Manual: “A budget shall be presented each year that maintains current assets (cash and short-term investments) at the end of the projected fiscal year between one half of and double the membership income of the prior year.”

**Moved:** Annette, Debbie                      All in favour                      **MOTION CARRIED**

ii. [Allowances for budget variations](#)

**Motion:** Add to the Policies and Procedures Manual: Board approval is needed if that budget line is going \$100 or 20% over the original budget, whichever is greater. The administrator is to inform the executive officers before reimbursing any expenses that have unexpectedly gone more than \$50 or 10% over the original budget, whichever is greater.

**Moved:** Debbie, Nathene                      All in favour                      **MOTION CARRIED**

e)

i. [Signing authority for contracts](#)

**Motion:** Add to the Policies and Procedures Manual: "The Administrator's contract requires the signature of any two of the Vice President, President, or Past President."

**Moved:** Nathene, Melodie                      All in favour                      **MOTION CARRIED**

**Motion:** Add to the Policies and Procedures Manual: "Two signatures are required for all contracts. The signatures shall be any two of the convener responsible, the Administrator as Treasurer, Vice President or President."

**Moved:** Nathene, Melodie                      All in favour                      **MOTION CARRIED**

ii. [Policy around ownership of templates and other documents created by members while they serve as conveners of ARMTA](#)

**Motion:** To add to the Policies & Procedures manual: "That any document (e. g. template) created by an officer, employee, convener or member of ARMTA in the course for carrying out responsibilities for ARMTA becomes the property of ARMTA, not the creator of the document. It is the responsibility of a departing officer, employee, convener or member of ARMTA to pass on such documents to the successor or to the ARMTA administrator."

**Moved:** Annette, Elizabeth                      All in favour                      **MOTION CARRIED**

b. [Updated Job Descriptions](#)

Marlaine will gently remind branches that it is part of the job description of branch reps to attend board meetings.

**Motion:** To approve the changes to the Administrator job description

**Moved:** Melodie, Naomi                      All in favour                      **MOTION CARRIED**

**Motion:** To approve the changes to the Webmaster job description

**Moved:** Nathene, Annette                      All in favour                      **MOTION CARRIED**

**Motion:** To approve the changes to the Archives job description

**Moved:** Debbie, Melodie                      All in favour                      **MOTION CARRIED**

**Motion:** To approve the changes to the ARMTA Recognition Fund job description

**Moved:** Melodie, Nathene                      All in favour                      **MOTION CARRIED**

**Motion:** To approve the changes to the Media job description

**Moved:** Melodie, Naomi                      All in favour                      **MOTION CARRIED**

Under Student Composer Competition:

11. make a copy of all the "winners" for possible publication in Tempo magazine or other appropriate ARMTA communication.

**Updated to:** "Make a copy of all the winning submissions for possible publication in Tempo magazine or other official ARMTA communication.

13. send the originals of the "winners" and "runner-ups" (any other entries that the adjudicator would like to recommend to the CFMTA National Student Composer Competition—dependent on whether ARMTA is willing to sponsor the extra national entry fees) to the chair of the CFMTA Competition (round 2) by June 1 or the designated date listed on the CFMTA website.

**Updated to:** "Send the original submissions of the winners and runner-ups to the chair of the CFMTA Competition (round 2) by June 1 or the designated date listed on the CFMTA website.

14. Any other entries that the adjudicator would like to recommend to the CFMTA National Student Composer Competition will be sent if ARMTA is willing to sponsor the extra national entry fees.

**(update numbering afterwards)**

**Motion:** To approve the changes to the Student Composer Competition job description as updated.  
**Moved:** Debbie, Naomi All in favour **MOTION CARRIED**

f) [String and voice competition for 2018](#) [Kimerica](#)

Postponed from original timeline to see if we could discuss when Kimerica is available.

Came back to at 7:50 pm. Kimerica joined by phone at 7:55.

The board noticed there wasn't any criteria for the string competition other than a 45 minute program, and they need more specific criteria. Chrysanthera was going to hash out those details.

The board would like to have a more specific budget in place.

Kimerica would be okay with either going ahead with the competition for 2018 or waiting until 2020, and it looks like we will be waiting until 2020 to be sure that details in place. There will only be a single final judge. Videos would be submitted for preliminary round, and the top three would be invited to the competition where awards would be given. The amount of awards for first, second, and third prizes will need to align with piano competition. A total of \$2500 comes from the Recognition Fund for piano prizes, plus additional private prizes. Private funders for additional prizes would need to be sought to match the \$1000 in prizes given by private donors to the piano competition.

An application form will be developed that is based on the Provincial Piano Competition. Ideas can be borrowed from the Vancouver International Music Competition.

All budget requests will need to be in by January 10, so Kimerica will include budget requests for these competitions by then.

g) [Liability insurance for the board](#) [Beth/Marlaine](#)

Given that we are a small organization without a large budget and without much risk of being sued, we are tabling this until later.

Marlaine will check to see if any of the other provinces have looked into liability insurance.

h) [Personal Information Protection Act \(PIPA\)](#) [Vicki](#)

We do need to have a privacy policy in place, including where our member information is stored digitally and how we protect our website and credit card payments from hackers.

Vicki will draft a policy for next board meeting.

i) [Eligibility of members to participate in Piano Competition](#) [Marlaine/Judith](#)

ARMTA members cannot receive any money from the Recognition Fund, so members cannot participate in the Piano, Strings, or Vocal Competitions.

This would be one reason why students in the Collegiate chapters might not want to join as members.

j) [Alcohol & insurance](#) [Marlaine](#)

Marlaine & Vicki will put together information to have available for branches & members.

7. NEW BUSINESS

a) Bylaw Amendments Marlaine Osgood

After further discussion of Collegiate Memberships, the board would like to withdraw the motion at the AGM to add a Collegiate Chapter Director until further details are clarified with the Collegiate Chapter about Collegiate Memberships. The board may decide by email vote to invite a collegiate member to come to the next board meeting as a convenor rather than a director. It may be better for collegiate members to attend local branch meetings since a provincial meeting may be quite daunting for young students who may have never served on a board before.

We will go ahead with the MAL Director bylaw motion at the AGM.

b) Life Memberships for 50 plus year members

**Amended Motion:** That Life memberships be granted to retired members who have reached 50 years as RMTs.

**Moved:** Nathene, Melodie

**Discussion:** To give life membership to all 14 members would cost \$35 for insurance plus \$35 for CFMTA membership, a total of \$980, plus we would no longer be receiving their membership fees, which makes this an almost \$3000 decision. To give free memberships to retired members would only cost \$35 for their CFMTA memberships and only applies to 2 current members. This allows them to continue to receive the CFMTA magazine and ARMTA newsletters to stay in touch with the music community.

All in favour

**MOTION CARRIED**

c) Professional development requirements for membership renewal Marlaine Osgood

Branch rep's will take this back to the branches for opinions and comments, advantages and disadvantages. It would be worth doing a member survey and taking this back to the branches for opinions and comments. If we are to go ahead with this, it should be done slowly with a gradual implementation. Presenting a workshop, adjudicating, conducting a masterclass, would all count as professional development.

It would start by being based on trust, but eventually be an audit, where a random 10% of those who submit would need to provide documentation as proof. We'll need to consider what happens to those members who either have not completed professional development or cannot provide documentation.

The Royal Conservatory requires 10 hours of professional development per year. Derek Chiu (RCM rep for Western Canada) met with Marlaine and mentioned that they would be willing to collaborate with ARMTA on this.

Provided that there are options available for people in remote locations, there is support for this.

Tamara Bowie, Marlaine, and Vicki will work together to prepare a survey of members about requiring professional development. Ideas, advantages, disadvantages, and comments should be collected from the branches. The CFMTA certificate for professional development will be consulted.

d) Recognition Fund reserve fund for Needs Based Bursary Judith Ammann

**Motion:** To approve an additional \$1000 be used for Needs Based Bursaries if the need arises.

**Moved:** Debbie, Naomi All in favour

**MOTION CARRIED**

Break for supper 5:00 – 6:30 pm

e) Human Resources Marlaine

Marlaine was talking to Po Yeh about volunteer arts associations who don't have human resources available, like such as having someone outside of ARMTA who would be able to assist if ~~there were~~ conflicts ~~that~~ arose. We

~~since we haven't had~~ don't have any training in interpersonal relationships or group dynamics. With board interest, Marlaine will do some more exploring.

f) Board Development Marlaine

Calgary did a day's workshop on Board Development with Alberta Culture and Tourism and really enjoyed it. It would be one full day, and there was paperwork to be done ahead of time by each member of the board. Topics included goal setting for 5-10 years, finding your focus, and generally how can you work to be most effective. It helped the Calgary board to be more on task and have efficient meetings. It might not work to do it in conjunction with the branch, since they were very focused on what your organization's mission and purpose was, and the branch would have a different focus than provincial.

The board would like to do a two-day Friday & Saturday meeting in February to have both the usual February board meeting and an additional day of board development together. First choice is Feb. 23 & 24; second choice is March 2 & 3.

g) Sponsorship and Palliser Beth

**Motion:** In recognition of the service Palliser Music provided ARMTA by publishing the eight ARMTA 85 Canada 150 commissioned works and then providing complimentary copies to ARMTA members, that ARMTA give Palliser Music complimentary sponsorship status at the silver level for the balance of 2017 and for 2018 budget years (includes live link on our website, full page ad in Tempo, their logo on printed programs at Music Conference Alberta).

**Moved:** Naomi, Ida All in favour **MOTION CARRIED**

h) Use of Alberta Registered Music Teachers' Association vs. ARMTA in public correspondence

Annette

Please remind anyone making any materials seen by the public, including recital programs, posters, signs, promotion, etc. that the full name of ARMTA needs to be written out as the Alberta Registered Music Teachers' Association since not everyone knows what it stands for.

i) CFMTA motions Beth

**Motion:** That ARMTA give CFMTA access to ARMTA members' contact information for the purpose of communicating directly with members regarding announcements about conferences, competitions.

**Moved:** Beth, Elizabeth All in favour **MOTION CARRIED**

Vicki will include email addresses with mailing addresses when she sends them to CFMTA three times per year for Canadian Music Teacher mailouts.

**Motion:** That a subcommittee of ARMTA be formed to study the feasibility of creating a digital archive of documents.

**Moved:** Nathene, Annette All in favour **MOTION CARRIED**

Naomi, Vicki, and Marlaine will be part of this committee. It will include accessing the provincial archives to get scans of many of the documents since the provincial office does not have membership lists or directories from before 1997. It may include getting a grant to hire a student worker to do much of the work or checking with Heritage Alberta, who provided a grant for Athabasca to get their archives digitized. There is material stored in the provincial archives from the very start of ARMTA in 1935. Ideally, if there was a student that wanted to do some research on ARMTA's effect on culture, that would be mutually beneficial.

**Motion:** That ARMTA increase its membership fee by \$5 to cover the increase CFMTA fee for 2018-19

**Moved:** Ida, Tamara All in favour **MOTION CARRIED**

j) Aligning Student Composer categories with CFMTA categories Christine

**Motion:** To align the categories for the Student Composer Competition with CFMTA by adding an 8 and under category

**Moved:** Debbie, Nathene All in favour **MOTION CARRIED**

- k) [Special Project motions](#) [Beth](#)

**Motion:** That the ARMTA recognition fund be used to supply a scholarship of \$50 to each Alberta Contemporary Showcase Festival to be awarded to the best performance of an ARMTA 85 Canada 150 commissioned work in 2017.

East Central Alberta: Veronica Weber [webswine@wildroseinternet.ca](mailto:webswine@wildroseinternet.ca)  
Red Deer: Joyce Emms [jemms@shaw.ca](mailto:jemms@shaw.ca),  
Calgary: Katrina Thompson [kthompson11@hotmail.com](mailto:kthompson11@hotmail.com)  
Edmonton: Marlaine Osgood [osgoodmg@gmail.com](mailto:osgoodmg@gmail.com)

**Moved:** Debbie, Naomi All in favour **MOTION CARRIED**

**Motion:** That the ARMTA recognition fund be used to supply annually beginning in 2018 a scholarship of \$50 to each Alberta Contemporary Showcase Festival to be awarded to the best performance of an Alberta composer's piece, any discipline.

**Moved:** Annette, Naomi All in favour **MOTION CARRIED**

- l) Contemporary Showcase.

We received a request from the Calgary Contemporary Showcase festival for a donation, which we will consider in February at our budget meeting.

## 8. EXECUTIVE OFFICER REPORTS: sent out in advance; referred to; not read verbatim

- a) [President's report](#) [Marlaine Osgood](#)
- b) Vice-President's report Kimerica Parr
- c) [Past-President's report](#) [Beth Olver](#)
- d) [CFMTA report](#) [Beth Olver/Marlaine Osgood](#)
- e) [Membership report](#) [Vicki Martin](#)
- f) [Financial report](#) [Vicki Martin](#)
- g) [Administrator's report](#) [Vicki Martin](#)

**Motion:** To approve the Executive Officer Reports as presented

**Moved:** Debbie, Annette All in favour **MOTION CARRIED**

## 9. CONVENORS: sent out in advance for reading

- a) [Archives](#) [Naomi Parker](#)
- b) [ARMTA Piano Competition](#) [Alison Kilgannon](#)
- c) ARMTA String Competition Chrysanthema Pashunkova
- d) ARMTA Voice Competition Elizabeth Raycroft/Naomi Williams
- e) [ARMTA Recognition Fund](#) [Judith Ammann](#)
- f) [ARMTA Student Composer Competition](#) [Christine Rogers](#)
- g) [Canada Music Week](#) [Margaret King](#)
- h) [Community Service Award](#) [Marlaine Osgood](#)
- i) [Conference 2017](#) [Viktoria Reiswich](#)
- j) [Continuing Education](#) [Deanna Oye](#)
- k) [Examining Board](#) [Diane Ferguson](#)

Since Diane is stepping down as chair, we'll get Beth Olver to ask if one of the current examining board members would step up to chair.

- l) [Members at Large](#) [Jill Kotchen, Ida Edwards](#)
- m) Policies and Procedures/Bylaws Sherry Ann Lynn
- n) [Provincial Festival Association Liaison](#) [Antonina Cox](#)



- o) Publicity Heather Hindman
- p) [Social Media](#) Christina Kolos
- q) [Sponsorship](#) vacant
- r) [Tempo](#) Lisa Ng
- s) [Webmaster](#) Carolyn Garritano
- t) [Wellness](#) Michelle Wheatley-Brown

This material will be posted on the ARMTA website, available to the public. Michelle was concerned about a possible conflict of interest since she also teaches wellness, but since she has provided a wide variety of materials, the board isn't concerned about a conflict of interest and considers it a benefit to have someone so knowledgeable about this area. Additional resource recommendations are welcome, and Michelle will keep the resources updated.

- u) Young Artist Tour Debbie Gallant  
Calgary & Yukon concerts were well attended.

Motion: To approve the convenor reports as presented.  
 Moved: Naomi, Nathene All in favour **MOTION CARRIED**

**10. BRANCH REPORTS: representatives will summarize their submitted reports**

- a) [Calgary](#) Melodie Archer, Nathene Arthur
- b) [Edmonton](#) Naomi Parker, Deborah Gallant
- c) [Grande Prairie](#) Carmen Gorgichuk
- d) [Lethbridge](#) Brenda Lockmuller
- e) Medicine Hat Betty Bischke
- f) [Red Deer](#) Annette Bradley

Correction: Heather Blakely had actually come a year earlier, not this last year.

Motion: To approve the branch reports as presented.  
 Moved: Tamara, Melodie All in favour **MOTION CARRIED**

**11. CORRESPONDENCE**

No correspondence worth noting.

**12. NEXT MEETING**

First Choice: February 23-24

Second Choice: March 2-3

It will be held in Edmonton, dependent on when board development dates are available.

**13. ADJOURNMENT at 8:25 pm.**

# AGENDA DETAILS AND REPORTS

## 5. BUSINESS COMPLETED BY EMAIL VOTING

### Preamble:

For Music Conference Alberta we are selecting students, through an application process, to play the ARMTA commissioned works. In order to:

- say to these students that they will receive a scholarship to help cover costs, and
- give Judith Ammann time to arrange to have the cheques ready for October 28,

Beth Olver has prepared the following motion:

### Motion:

That the Recognition Fund be used to provide six students performing ARMTA commissioned works (2017) at Music Conference Alberta with scholarships of \$50.

**Moved by Beth Olver; Seconded by Naomi Parker**

**Discussion:** it is hoped that the amount will help cover the students' travel expenses associated with coming to MCA.

The composers are receiving \$50 plus travel, and in one case there may also be accommodation. Judith Ammann has agreed that this is a good use of the Recognition fund.

The six composers of the six pieces to be used at MCA have been invited to speak briefly about their piece and to spend a few minutes working with the student who performs their piece. In the past, masterclass students have not been given anything for their travel, and in fact we usually charge \$10. Master Class Students can take advantage of free day to attend MCA sessions. The students for these pieces are not likely to want to attend MCA sessions. The \$50 is not intended to completely cover expenses, especially for those needing an accompanist.

Since the students will have a copy of the music with them, the composers may sign it for them.

In favour	10
Not in favour	0
Abstain	0

**Carried on August 9, 2017**

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### **Bylaws Amendment Motion 1**

#### **Preamble:**

As part of its strategic planning, ARMTA has started using the MTNA Collegiate Chapter model for developing students who may become ARMTA members upon graduation. The first chapter was recently formed at the U of A. Adding a Collegiate Representative to sit on the ARMTA Board as a Board member will further engage younger generations in the association, as expressed in The End of Membership as We Know It. To do this we need to alter our bylaws. Our bylaws state:

#### XVII. AMENDMENTS, ALTERATIONS, OR ADDITIONS TO THE BYLAWS

(A) Any proposed alterations, amendments, or additions to The Association's Bylaws shall be submitted in writing to the Administrator 60 days before an Annual General Meeting for consideration by the Board of Directors. (B) At least 30 days before the Annual General Meeting or a Special Meeting, the Administrator shall notify all members of the amendments and special resolutions that have been proposed for consideration.

Currently, our bylaws list the Board of Directors as consisting of:

V. BOARD OF DIRECTORS (A) The Board of Directors, Executive Committee or Board, shall consist of President, Vice-President, Administrator, CFMTA Delegates, and Board Members who are elected by the membership of the Branch they represent on the basis of one Director for each 100 members of any branch, and one Convenor to represent Members-at-Large who shall be appointed by the President with approval by the Board.

**Original Motion 1:** I move that for the 2017 AGM we make a motion to amend the bylaws by adding to V. Board of Directors "and one Director from the Collegiate Chapters who is elected by members of the Collegiate Chapters."

**Amended Motion 1:** *Move that for the 2017 AGM we amend the bylaws by adding to V. Board of Directors "and one director selected by members of the Collegiate Chapters (one for every hundred collegiate chapter members regardless of the number of Collegiate Chapters)"*

**Moved by Kimerica Parr; Seconded by Naomi Parker**

**Bylaws Amendment Motion 2**

ARMTA has 57 members-at-large. Some of the members-at-large create a cluster of interested teachers who don't have the numbers to form a branch, like Fort McMurray. Others are fairly isolated while other choose to not join a branch. To keep these members involved in the association and maintain consistent representation, we should have a members-at-large representative/Director who is part of the Board, rather than a convenor which we currently have.

Currently, our bylaws list the Board of Directors as consisting of:

V. BOARD OF DIRECTORS (A) The Board of Directors, Executive Committee or Board, shall consist of President, Vice-President, Administrator, CFMTA Delegates, and Board Members who are elected by the membership of the Branch they represent on the basis of one Director for each 100 members of any branch, and one Convenor to represent Members-at-Large who shall be appointed by the President with approval by the Board.

**Motion 2:** I move that for the 2017 AGM we make a motion to amend the bylaws by adding to V. Board of Directors "and one Director from the Members At Large who is elected by the Members At Large or appointed by the President with Board approval on the basis of one Director for each 100 members."  
Moved by Kimerica Parr; Seconded by Naomi Parker

**Amended Motion 1:**

In favour	10
Not in favour	0
Abstain	0

**Carried on August 21, 2017**

**Motion 2:**

In Favour	10
Not in favour	0
Abstain	0

**Carried on August 21, 2017**

## 6. BUSINESS ARISING FROM THE MINUTES

### 6. a) Strategic thinking: How does ARMTA retain and develop relevance in the music community?

#### 6. a) i) Follow-up on contacting non-RMTs on the RCM teacher list: Naomi

At the end of June, the letter prepared by Naomi, Annette, and others was sent to 109 teachers on the RCM list from the Edmonton area inviting them to join ARMTA with the benefits of membership included. Of those, an unfortunate 21 were returned to sender. While I did receive a few phone calls with questions about applying for membership, only 1 of the applications we have received since then has been from someone who received the invitation to join.

Naomi has been preparing a list of teachers from the Calgary area to send the

#### 6. a) ii) Follow-up on information letter Annette/Naomi

#### 6. a) iii) Collegiate members Marlaine

- A. Fee and "student fee"
- B. Affiliate designation

The University of Alberta Collegiate Chapter has drafted a constitution and elected officers. They are applying to become an official University group.

There are some items to bring to the board:

1. Students would like to be CFMTA members and pay the \$30 fee.
2. Some students would like to pay the \$35 for insurance. This may make administration difficult for ARMTA.
3. In order to receive insurance, music teachers must be enrolled as members. Each student would need membership, either through the regular process or with a new process for Post-secondary students (maybe called Post-Secondary or Collegiate affiliates?).
4. Students will need to be Provincial members. In order to receive insurance, music teachers must be enrolled as members. Auditions to enter music program requires grade 9 repertoire; Grade 10 in piano. In order to make this affordable we have discussed:
  - waiving the \$65 Provincial fee.
  - waiving the \$25 membership fee and police check but requiring proof of enrolment in the BMus program at the U of A in lieu.
  - using the Affiliate 3 designation as a Collegiate Affiliate.
5. In applying to become an official student group, they may need an Affiliate letter, contents to be discussed later.

*Marlaine*

Louisa Lou wrote email July 14:

I have a few questions regarding the membership application for ARMTA

1. I am wondering whether the membership fees have a student option, since the membership is pretty expensive (eek!) and I'm still in school, so trying to budget my money efficiently :)
2. On the topic of budgeting effectively, I noticed we are required to do a police criminal record check. That costs money as well and I was wondering if there was a more cost-efficient option? I am really excited however to join ARMTA and really want to!

Maybe we do a fee for service for students. It means assigning a monetary value to things like:

- Tempo, hard copy or online,
- Access to members side of the website

- Workshops, master classes
- Inclusion in “find a teacher”
- Insurance
- Email updates
- Student participation in competitions, receiving scholarships

*Beth*

---

**Proposed Motion:** ARMTA designate a "Post-Secondary Affiliate" membership, available to members of Post-Secondary Collegiate Chapters and students enrolled full-time in music programs at Post-Secondary Institutions.

**For discussion:** One thing to ask the Board is if we should also make this available to post secondary students not enrolled in a music program but teaching to make money. Also need to check with Patty Tao whether these students can also join the Collegiate Chapter.

**Proposed Motion:** The Post-Secondary Affiliate members have the following fee structure:

- paying CFMTA fee
- waive Provincial fee
- waive membership fee and Police Check with proof of enrolment (course timetable for semesters with website address printed) in Post Secondary in lieu
- insurance

**For discussion:** Should insurance be optional? I was surprised to see in Patty's letter that not all students wanted insurance. This leads to the question: how much, if any, are we willing to make optional? Another Chapter may want CFMTA membership optional and then it gets messy. It is much easier administratively to not have options.

Not part of the motion but will need to be determined:

- Will it be the examining board approving their memberships with proof of full-time study? The P&P states: “The Examining Board shall: 1. review all applications sent by the Provincial Administrator and shall decide the level of membership granted (Full, Affiliate Grade 10, Affiliate Grade 9).” The U of A requires level 9 (but level 10 piano) for admission into program, and we may decide to have the examining board "rubber stamp" these applications. Other institutions may be different.
- Will Post-Secondary Affiliates be included in the Find a Teacher directory? I would think not. If they want that, then they should go for an Affiliate Grade 9.
- Should we specify that they only get directories and Tempo as digital copies, not hard copies? Yes

### **6. a) iv) Follow-up on “I belong to ARMTA because...”**

I have passed photos of 6 members and statements from 10 that have been collected on to Carolyn to put on the front webpage of ARMTA. I will try to get photos for the remaining 4 at our board meeting & AGM.

*Vicki*

### **6. a) v) Distinctions from APTA**

Not everyone can join ARMTA, as a professional body. We are dedicated to “?” Are we duplicating APTA? Our society includes all music teachers (voice, strings, winds, theory, etc.)

Maybe our educational planning should be at a higher level than APTA? (Just thinking out loud here) since most members have university degrees and ARCTs. What would the membership be interested in hearing/attending?

We also offer more than APTA in terms of competitions, fun events, RCM recognition, and are part of a larger body of registered music teacher associations nation-wide.

*Nathene*

## **6. b) Updates to Mission Statement**

### **Mission Statement**

The Alberta Registered Music Teachers' Association unites professional music teachers in their aim to:

- promote the love of music
- promote the knowledge of music by providing superior music instruction
- advocate for the availability of quality music instruction
- provide cultural events and continuing education events
- provide performance opportunities and scholarships for the students

### **Ethics**

In order to maintain the professional standards set by Alberta Registered Music Teachers' Association, each member shall aspire to the goals and ideals outlined in the code of ethics below.

#### **Commitment to Students**

ARMTA Teachers will endeavor to:

- Clearly communicate the studio expectations and financial arrangements, to the student, and/or parents
- Maintain the privacy of the students, and all information, unless required by law
- Treat all students with consideration, patience, dignity and respect, without discrimination of any kind
- Respect the student's right to obtain instruction from the teacher of his/her choice
- Offer every student the best quality music instruction
- Participate in continuing education, to develop professional excellence and improve personal teaching standards

#### **Commitment to Colleagues**

ARMTA Teachers will endeavor to:

- Respect the privacy of colleagues, and refrain from disclosing sensitive information, unless required by law
- Respect the reputation of colleagues, honouring their abilities and expertise, and refraining from false statements or disparaging remarks regarding their professional or personal qualities
- Respect the reputation of colleagues, refraining from false statements or disparaging remarks regarding their students

#### **Commitment to Community**

ARMTA Teachers will endeavor to:

- Teach music with the objective of improving its prestige as an art form and enhancing the status of music in the community
- Serve as a resource in the community

- Organize, promote and/or participate in cultural events for the students and the community at large

## 6. c) Post-Secondary Pedagogy Scholarship

### 6. c) i. Changes to the application

#### Alberta Registered Music Teachers' Association (ARMTA) Music Pedagogy Scholarship Music Pedagogy Scholarship from the ARMTA Recognition Fund

**Purpose:** The ARMTA Music Pedagogy Scholarship is offered to assist students, at an advanced level, who wish to further their musical studies through the pursuit of pedagogy. The basic requirements are:

- commitment to music study and teaching
- academic scholarship

**Description of the Pedagogy Scholarship:**

- One award is available each ~~September 1st June 30th~~ in the amount of \$1000 per recipient, with an application deadline of **June 30<sup>th</sup>**.
- Applications are reviewed and scholarships are awarded on a yearly basis.
- Applicants enrolled in any music pedagogy study are encouraged to apply.

**Applicants for the ARMTA Pedagogy Scholarship should meet the following criteria:**

- Be a permanent resident or citizen of Canada;
- Be a resident of Alberta for at least 6 months and be studying with a teacher in Alberta;
- **May not be a current ARMTA member;**
- Be pursuing music studies – practical, theory, advanced studies, etc.,
- **Have recently completed a pedagogy course;**
- Have a desire to continue to share their musical talent through teaching.

**How the Pedagogy Scholarship is awarded:**

- A committee designated by the ARMTA Provincial Board will review applications each June. The decision of the committee is final.
- The committee reserves the right to withhold the scholarship if a suitable candidate is not found.
- All cheques from the ARMTA Recognition Fund are made out in the name of the student/recipient. They cannot be made out to an ARMTA member, to the parents, to an institution of learning, or to the instructor of the student.

**Applying for the ARMTA Pedagogy Scholarship:**

An online application is found on the ARMTA website at [www.armta.ca](http://www.armta.ca) under Student Opportunities. To submit an application by mail, please fill out the following form on the following page and mail or scan it with:

1. Letter written by the candidate describing their future pedagogical plans and goals, ~~and signed by the candidate's pedagogy instructor, verifying the candidate's mark and potential.~~  
Maximum 500 words.

The questions and comments below will assist you and your instructor in providing relevant information to the Pedagogy Scholarship Committee:

- Where do you see yourself in 5 years.
- What would you say are the most important attributes of a music teacher?
- What do you think is the most important thing you have learned in your music studies?
- Describe an influential teacher you have had in your life, not necessarily in the music field, and how they will influence your teaching?

2. A confirmation of your mark from your pedagogy teacher. They may add any other relevant remarks.

3. A transcript of your pedagogy course mark(s) from the institution (University; Royal Conservatory Elementary, Intermediate or Advanced Pedagogy; Conservatory Canada).

to: Judith Ammann, ARMTA Pedagogy Scholarship Committee Chair  
13 Circlewood Drive, Sherwood Park, AB T8A 0K5  
780.467.9529  
pjamman@shaw.ca

## Alberta Registered Music Teachers' Association (ARMTA) Music Pedagogy Scholarship Application Form

Applicant's Name: \_\_\_\_\_

Mailing address: \_\_\_\_\_

City: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Phone Number(s): \_\_\_\_\_

Email address: \_\_\_\_\_

Student's Current Music Instructor(s):

Name: \_\_\_\_\_

Email: \_\_\_\_\_

Name: \_\_\_\_\_

Email: \_\_\_\_\_

Pedagogical course that the student is currently enrolled in:

\_\_\_\_\_

### CHECKLIST:

- I am a permanent resident or citizen of Canada
- I have been a resident of Alberta for the past 6 months.
- I am studying with a teacher in Alberta
- Please attach your letter, with your instructors ~~signature~~ **confirmation**.
- Transcript – University, The Royal Conservatory, Conservatory Canada

~~The questions and comments below will assist you and your instructor in providing relevant information to the Pedagogy Scholarship Committee:~~

- ~~— Where do you see yourself in 5 years.~~
- ~~— What would you say are the most important attributes of a music teacher?~~
- ~~— What do you think is the most important thing you have learned in your music studies?~~
- ~~— Describe an influential teacher you have had in your life, not necessarily in the music field, and how they will influence your teaching?~~



## 6. c) ii. A Pedagogy Certificate

## 6. c) iii. Presenting the award in public

## 6. d) Policies & Procedures updates

**P&P piano competition awards:** the second \$1000 award presented to the competitor after the first round of the national competition, was intended to cover expenses incurred in attending the national competition. We made it part of the prizes/scholarships so that it could come from ARMTA Recognition Fund. However, that is not stated in the P&P.

**Motion:** that the Policy & Procedures for Piano Competition be revised to say “the second \$1000 award presented to the winner of ARMTA Piano competition be presented to the student representing ARMTA at the CFMTA Piano Competition after the first round of the national competition. The award is intended to cover expenses incurred in attending the national competition.”

*Beth*

---

Hi Marlaine and Beth,

Oct 22

I spoke to Judith at an ARMTA Edmonton branch event this afternoon. She clarified for me that the original intent of the \$1000 that is given to the performer who represents ARMTA at the CFMTA National Competition, was not to cover expenses, but to help with the cost of the entry fee.

We discussed that if there is need for money for expenses, perhaps that should be budgeted for separately. Also, the possibility of either ARMTA Provincial covering the cost of the entry fee.

I am copying Judith on this, for her to add more input.

*Debbie*

At one time, ARMTA Provincial paid the entry fee for the CFMTA Piano Competition. When ARMTA raised the 1st prize from \$1,500 to \$2,000 (\$1,000 of which is after the first round of CFMTA), Susan Wilson specified that the competitor would pay their own CFMTA entry fee. I think that is around \$100; I do not recall that it was to cover living expenses. Another option is to set a per diem for the participant – maybe whatever the going rate for per diem is for board members who travel for meetings.

When ARMTA sends a competitor to a competition and presents them with the last \$1,000 of their 1st prize, it seems petty to tell them it is actually for their conference living expenses. They have to be at the CFMTA conference for quite a few days and they are representing ARMTA. I would be inclined to go with “generous” to say they have a prize cheque after the 1st round plus a per diem which will be covered by the provincial budget. That way it is not part of “the prize”.

Interesting fine-tuning discussion!

*Judith*

## 6. d) a. i) Policies to Establish: Balanced Budget

CRA allows for non-profits to hold between 6 months to 2 years' worth of operating expenses in reserve. We have been budgeting according to maintaining an appropriate reserve, not according to our current P&P:

### X. REVENUE AND FINANCE

1. The first Board meeting of each calendar year shall be designated as the Budget meeting. Previous to this meeting a proposed budget shall be struck by the Provincial Administrator and the Vice-President. A balanced budget shall be presented each year.

**Proposed Motion:** Add to the Policies and Procedures Manual: “A budget shall be presented each year that maintains current assets (cash and short-term investments) at the end of the projected fiscal year between one half of and double the membership income of the prior year.”

**Rationale:** “Current assets” includes all cash & GICs, but wouldn’t include any assets like a computer, equipment, or building. If you base the numbers on membership income (which is 95% of our income and rather stable) rather than expenses, then if or when we decide to spend an accumulated surplus, we don’t have to figure out how much of that is now considered “operating expenses” and get our numbers all skewed. If there ever came a time when ARMTA was getting significantly more income from other sources like advertising or casinos, then it would probably need to be changed.

#### **6. d) a. ii) Policies to Establish: Allowances for budget variations**

When a project is expected to go over the original budget, at what point (\$ amount of % of budget or combination of both) is it necessary to get executive and/or board approval?

This came up because we had budgeted to pay for travel for the commissioning composers to come as clinicians to MCA, thinking that they would be all traveling within province, but Michalis Andronikou has since moved to Winnipeg. The executive managed to keep additional travel & hotel expenses down to about \$50 over the original budget by taking him up on his offer to stay with family in the Red Deer area and having him apply to the Canada Council for a travel grant. That was deemed to be small enough that additional board approval was not needed, but it brought up the need to have a policy in place.

**Proposed Motion:** Add to the Policies and Procedures Manual: When budgeted expense lines are expected to go over the original budget, board approval is needed if the project that budget line is going \$100 or 10-20% over the original budget, whichever is greater. If a budget line has unexpectedly gone over the original budget, the administrator is to inform the executive officers before reimbursing any expenses more than \$50 or 5-10% over the original budget, whichever is greater.

**For discussion:**

If it is 20%, it would be okay for (as an example) the provincial piano competition to go from \$1500 to \$1800 without approval of the board, but 10% would only be \$150 over.

#### **6. d) a. iii) Policies to Establish: Signing authority for contracts**

Who can make them on behalf of ARMTA (e.g. clinicians)? Who does the administrator make a contract with for the administrator’s pay?

**Proposed Motion:** Add to the Policies and Procedures Manual: “Two of three signing authorities are required for all contracts. The signing authorities shall be the Administrator as Treasurer, Vice President and President.”

OR

“Two signing authorities are required for all contracts. The signing authorities shall be the convener responsible (most often the Conference Convener or Continuing Education Convener) and any one of the Administrator as Treasurer, Vice President or President.”

**Proposed Motion:** Add to the Policies and Procedures Manual: “The Administrator’s contract requires the signature of any two of the Vice President, President, or Past President.”

#### **6. d) a. iv) Policies to Establish: Policy around ownership of templates and other documents created by members while they serve as conveners of ARMTA**

**Motion:** that any document (e. g. template) created by an officer, employee, convener or member of ARMTA in the course for carrying out responsibilities for ARMTA becomes the property of ARMTA, not the creator of the document. It is the responsibility of a departing officer, employee, convener or member of ARMTA to pass on such documents to the successor or to the ARMTA administrator.

## 6. d) b) Updated Job Descriptions

See separate document, [P&P Amended.docx](#)

## 6. e) String and voice competition for 2018

Age Limit: 28 years as of January 1 of the competition year  
MUST include ONE or more Canadian Compositions  
MUST INCLUDE RENAISSANCE/BAROQUE or CLASSICAL  
MUST INCLUDE ROMANTIC/IMPRESSIONISTIC  
MUST INCLUDE POST- ROMANTIC/MODERN/CONTEMPORARY  
MUST include ENGLISH plus TWO other languages  
MUST include at least ONE aria (Opera and/or Oratorio)  
MUST include at least ONE art song  
Program must be no more than 30 minutes, no less than 20 minutes  
Material expected to be RCM or Canada Conservatory level 10 or ARCT or higher.  
Applicant must be currently studying with an ARMTA teacher

### PRIZES:

\$1,500

\$1,000

\$500

Total: \$6,000 - \$3,000 for Voice and \$3,000 for Strings

### NEED A BUDGET:

Venue: Alternate between Calgary and Edmonton each year – FIRST Venues Choices are Mount Royal and Alberta College – Chrysanthema to be Contact in Calgary, Beth Raycroft to be Contact in Edmonton. Venue needs both performance space and rehearsal/warm up rooms. Cardel Theatre – SE Calgary, not far from downtown. 150 seating capacity. Steinway Grand Piano. Charge \$100 per hour.

To be held in Calgary 2018, Edmonton 2020 etc.

PROGRAMS: expense?

POSTERS: expense? – Beth will check with Vicki about the artwork/template – consistent with piano posters?

WEBSITE: set up page with information

DATES: March – Every Other Year – March 10<sup>th</sup>, 2018

VIDEO: Video Submissions –

2 PRELIMINARY JUDGES: Select 3 Performers to come to Live Competition

2 JUDGES: Different Judges at the Live Competition

COMPETITORS: From the video submissions, 3 will be invited to perform live, and 1 alternate who will attend and perform live, only if one of the other 3 are unable to do so.

SPONSORS: Chrysanthema looking into some sponsors in Banff and Toronto, Kim and Beth to look as well

ACCOMPANISTS: LIST of local accompanists to be made available to the competitors

FUTURE:

Set up a Legacy Fund – to have future competition funding

STRINGS - 45-minute program

*Kimerica*

## 6. f) Liability insurance for the board Beth/Marlaine

See separate document, [Executive Insurance Quotation.pdf](#) for the complete quotation.

In addition, Bill Nilsson of Westland Insurance provided the following information:

**From:** Vicki Martin, ARMTA Administrator [<mailto:admin@armta.ca>]  
**Sent:** Friday, December 23, 2016 1:26 PM  
**To:** Bill Nilsson  
**Cc:** Debbie Barlow  
**Subject:** RE: Application for executive insurance

Hi Bill,

Indeed, we do have questions!

1. Who will be covered? Do they need to be named in the policy, or just the position they hold in ARMTA? **Position only.**
2. We would assume the administrator and the executive officers would be covered. Are the other board members (branch representatives)? The conveners and committee members (e.g. the examining board members, jurors for competitions)? The executive officers and boards for the branches? Or does each branch need its own policy? **NO. We do not insure the Branches only the teachers in those branches. The only people who should be on the board should be those that are dealing with the finances and administrative direction the Membership is heading.**
3. Re: the deductible, is the \$2500 applied to each officer involved in an incident, or just for each incident regardless of how many officers/employees/volunteers are involved? **This would be applied if there was a claim issued against the organization not the individuals on the board. I have spoken to the company and they have agreed to reduce the deductible to \$ 250.00 only.**
4. Can you please explain page 8 re: additional limit of liability in case of exhaustion? **The policy has a limit of \$ 1,000,000.00 for coverage if a claim is made. In the event the claim exceeds the \$ 1,000,000.00, they have added an additional \$ 1,000,000.00 at no additional cost. Please remember that this is a CLAIMS MADE POLICY. This means that coverage is only applicable if the insurance company is notified in the year that the incident happened and is reported.**
5. Do we need or do we have to include “pollution defence”? We don’t see how it would be relevant to teaching music. **As a music teacher it is highly unlikely that this would apply, however this being a generic application, they have added it in, and if you delete it, it would not bring down the premium.**

**The D & O covers those individuals who are responsible for the direction and financial part of the non-profit organization only.**

## 6. g) Personal Information Protection Act (PIPA)

From <https://servicealberta.ca/pipa-overview.cfm>:

The Personal Information Protection Act (PIPA) is Alberta’s private sector privacy law.

PIPA applies to provincial private sector organizations, businesses and, in some instances, to non-profit organizations for the protection of personal information and to provide a right of access to an individual's own personal information.

Organizations that are subject to PIPA must develop and follow policies that are reasonable to meet its obligations under the Act.

---

While I have been tasked with drafting a policy on how we handle our members' personal information, I'm afraid it is not done yet but will be for the next board meeting.

*Vicki*

## **6. h) Eligibility of members to participate in Piano Competition**

From: Lois Kerr CFMTA Treasurer  
Sent: Monday, September 18, 2017 3:30 PM  
To: Judith Ammann; Vicki Martin  
Cc: Tiffany Wilson; Laureen Kells; Cynthia Taylor; Anita Perry  
Subject: members not eligible for charitable funds

Hello Judith and Vicki,

I had a chat last week with CFMTA auditor Christene Scrimgeour. She stated that your policy "ARMTA members cannot benefit from an ARMTA charitable fund" is spot on. Members are not eligible to receive awards, bursaries etc.

There will occasionally be instances where children or relatives of members come up for awards or bursaries. This is allowed as long as the member is not in a position to make the decision about giving the award. If the member does find themselves in a meeting where this is being discussed or decided, they should recuse themselves from this portion of the meeting.

Best regards  
Lois

## **6. i) Alcohol & Insurance**

Details I found - If serving alcohol in a public venue, members require a liquor license, available at most liquor stores and events liability insurance available through most insurance companies.

*Marlaine*

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**From:** Vicki Martin, ARMTA Administrator [<mailto:admin@armta.ca>]  
**Sent:** Thursday, February 23, 2017 10:53 AM  
**To:** Bill Nilsson  
**Cc:** Debbie Barlow  
**Subject:** RE: Application for executive insurance

Hi Bill,

One of our members heard that our insurance would be void if we served alcohol at any of our events. I looked through our policy and couldn't find any reference to alcohol. Could you please clarify?

---

**From:** Bill Nilsson [<mailto:bnilsson@westlandinsurance.ca>]  
**Sent:** February 23, 2017 12:11 PM

Vicki

There is some truth in what your board member said. Anytime you service alcoholic beverages a red flag rises as this does not have an Alcohol endorsement included. If the event does include liquor you would

need to get a SPECIAL EVENT policy to cover the Alcohol that will be served. I have advised those that have ask in the past to service juice or water. I look forward to hear from you after your meeting.

Regards

.....  
**Bill Nilsson**  
**Commercial Account Manager**  
**Westland Insurance Group Ltd.**  
Your best coverage is our only policy

.....  
**Head Office**  
#200, 2121 - 160th Street  
Surrey | BC | V3Z 9N6  
**office:** 604-543-7788 ext.182 | **direct:** 778-545-2224  
**fax:** 1-866-775-6859  
**email:** [bnilsson@westlandinsurance.ca](mailto:bnilsson@westlandinsurance.ca)  
**website:** [www.westlandinsurance.ca](http://www.westlandinsurance.ca)

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**From:** Vicki Martin, ARMTA Administrator [<mailto:admin@armta.ca>]  
**Sent:** Thursday, February 23, 2017 11:55 AM  
**To:** Bill Nilsson

And what would be involved with getting a special event policy? If one of our members wanted it for a wine and cheese that they were doing with their adult students, how might that work? Any different if it were an ARMTA event for our members?

---

**From:** Bill Nilsson [<mailto:bnilsson@westlandinsurance.ca>]  
**Sent:** February 23, 2017 3:29 PM

The policy that we have in place for the registered music teachers is designed for that purpose in teaching music. Although the policy does show a liquor exclusion, as I mentioned before, if there is going to be Alcohol serviced regardless of what it is, it is recommended that a SPECIAL EVENT policy be obtained. The cost would be based on the number of those attending, the length of the event and the occasion for the event. If a teacher were to host in their own home then their home policy would respond. If it were held in a public gathering location, then the special event coverage would be recommended. Any Broker in the community in which the teacher hosting the event would be able to help. Hope that helps.

## 7. NEW BUSINESS

### 7. a) Bylaw Amendments

At the AGM, we will be voting on proposed changes to the ARMTA bylaws as follows:

#### **Bylaws Amendment Motion 1**

##### **Preamble:**

As part of its strategic planning, ARMTA has started using the MTNA Collegiate Chapter model for developing students who may become ARMTA members upon graduation. The first chapter was recently formed at the U of A. Adding a Collegiate Representative to sit on the ARMTA Board as a Board member will further engage younger generations in the association. To do this we need to alter our bylaws.

Currently, our bylaws list the Board of Directors as consisting of:

- V. BOARD OF DIRECTORS (A) The Board of Directors, Executive Committee or Board, shall consist of President, Vice-President, Administrator, CFMTA Delegates, and Board Members who are elected by the membership of the Branch they represent on the basis of one Director for each 100 members of any branch, and one Convenor to represent Members-at-Large who shall be appointed by the President with approval by the Board.

**Motion 1:** *That we amend the bylaws by adding to V. Board of Directors "and one Director selected by members of the Collegiate Chapters (one for every hundred collegiate chapter members regardless of the number of Collegiate Chapters)"*

**Bylaws Amendment Motion 2**

ARMTA has 57 Members at Large. Some of the Members at Large create a cluster of interested teachers who don't have the numbers to form a branch, like Fort McMurray. Others are fairly isolated while other choose to not join a branch. To keep these members involved in the association and maintain consistent representation, we should have a Members-at-Large representative/Director who is part of the Board, rather than a convenor which we currently have.

Currently, our bylaws list the Board of Directors as consisting of:

- V. BOARD OF DIRECTORS (A) The Board of Directors, Executive Committee or Board, shall consist of President, Vice-President, Administrator, CFMTA Delegates, and Board Members who are elected by the membership of the Branch they represent on the basis of one Director for each 100 members of any branch, and one Convenor to represent Members-at-Large who shall be appointed by the President with approval by the Board.

**Motion 2:** *That we amend the bylaws by changing under V. Board of Directors "and one Director from the Members-at-Large who is elected by the Members-at-Large or appointed by the President with Board approval on the basis of one Director for each 100 members."*

**7. b) Life Memberships for 50 plus year members**

Currently, our only Provincial Life Member is Dorothea Johanson.

The Policies & Procedures manual states:

Life Member

1. Life membership is a provincial designation and is granted at the discretion of the Provincial Board.
2. Life membership may be granted for:
  - a. meritorious and long-standing service at the provincial and national levels.
  - b. active membership and service with ARMTA for fifty (50) years.
3. Provincial fees for Life Members (including CFMTA fees) shall be the responsibility of ARMTA Provincial.

We have the following members who have been around for 50 years or more:

<b>Name</b>	<b>City</b>	<b>Tagline</b>	<b>Years as member in 2017</b>
Ruth Nolan	Edmonton	Retired; Honorary Branch Member	67
Doreen Laing	Lethbridge	Registered Subjects: Piano	60
Geraldine Haythorne	Edmonton	Registered Subjects: Piano	59
Lois Cox	Edmonton	Registered Subjects: Piano	57
Frances Scragg	Edmonton	Retired; Honorary Branch Member	57
Betty Lou Beatty	Calgary	Registered Subjects: Piano	56
Marilyn Sinclair	Lethbridge	Registered Subjects: Organ, Piano	54
Eleanor Young	Edmonton	Registered Subjects: Piano	53

Dorothea Johanson	Calgary	Registered Subjects: Piano; Provincial Life Member	52
Audrey Poirier	Calgary	Registered Subjects: Piano	52
Alexandra M Munn	Edmonton	Registered Subjects: Piano	51
Roberta M Stephen	Calgary	Retired	51
Brian Cross	Calgary	Registered Subjects: Piano	51
Jennifer Bosse	Edmonton	Retired	50

**Motion:** that Life memberships be granted members who have reached 50 years as RMTs.

**Discussion:** the wording excludes affiliate members and the years of membership that were as an affiliate

## 7. c) Professional development requirements for membership renewal

### Continuing Education or Professional Activity

The Continuing Education/Professional Activity requirement is being brought forward based on comments received from experienced private teachers, experienced college level teachers, examiners, and those specializing in pedagogy. These comments were consistent in stressing the importance of teachers continuing their personal learning and continually developing their teaching style. That at every workshop/class/session/masterclass/adjudication attended, something new is heard.

Looking at some other professions:

- lawyer
- medical doctors
- engineers
- agrologists
- personal trainers
- public school teachers,

they all require continuing education requirements in order to continue to belong to their professional association.

I think ARMTA is, on the one hand, wanting to be recognized as a professional association but, on the other hand, not prepared to take the step of ensuring its members maintain and enhance their teaching skills. Being qualified to join ARMTA means that the person has reached a certain level of training. Training shouldn't end there.

A sample three-year plan:

Year 1 - Announce to the membership

Year 2 - Two hours minimum - Box to mark - based on trust

Year 3 - Three hours minimum or conference - Box to mark - based on trust

During the first 2 years, it can be based on trust. Members can mark a box on renewing membership to indicate they have had the minimum number of hours required. This should acclimatize members in a gradual move to start providing proof. Two hours will keep the cost of continuing education under \$100. Having one year for an announcement and reminders will give us a feel for what members think of this. Provincial Rep's can also take this to their branch.

If we decide to document proof, each year we could sample about 10% of our members documentation. The administrator, examining board or a subcommittee could have this responsibility, with a report made each fall.



For continuing education, we can accept a broad interpretation, including Publisher's workshops, conferences, service on boards and committees, presenting at conferences, workshops and masterclasses, festival adjudications, auditing online courses.

After the 3 years, we can evaluate and decide:

- do we want to continue
- should members scan receipts/document proof
- do we increase the number of required hours

Reasons to not have continuing education:

- lose members
- administration

Reasons to have continuing education:

- increase quality of teaching in the province
- follow through on the quality that we advertise to parents
- gain members

Hopefully members value their membership and not let it lapse because we require them to keep learning.

*Marlaine Osgood*

## **7. d) Recognition Fund reserve fund for Needs Based Bursary**

[See 9.e\) ARMTA Recognition Fund.](#)

*Judith Ammann*

## **7. e) Human Resources**

## **7. f) Board Development**

From: Culture and Tourism BDP <[BDP@gov.ab.ca](mailto:BDP@gov.ab.ca)>

Date: Thu, Oct 19, 2017, 11:47 AM

Subject: RE: Board Development

To: Marlaine Osgood <[osgoodmg@gmail.com](mailto:osgoodmg@gmail.com)>

Dear Marlaine,

Thank you for your interest in the Board Development Program.

We are now booking workshops for **January 12 and January 13, 2018** and later. Throughout the fall we are offering 10-hour long workshops each Friday evening and all day Saturday up to and including December 1 & 2. We will take a hiatus over the December holiday season and will resume booking workshops in January 2018.

The Fundamentals Workshop covers issues that concern all boards of incorporated non-profit societies including:

- identifying ethical and legal responsibilities of boards and board members
- understanding roles and responsibilities within your organization
- formulating responsive policies

- developing and making the best use of working committees
- supporting strong board and senior staff relationships or ensuring that the work of the organization gets done if there is no senior staff
- recruiting, orienting, training and evaluation of board members
- this workshop does **NOT** include strategic planning

**In order to book a workshop we require the following:**

- Commitment from at least 75% of your board members (100% for a small board of 6 or fewer members) for the date you have chosen
- 6-8 weeks' notice before the date of the workshop (**Any requests for workshops that are less than six weeks before the date requested for the workshop must be discussed by phone before any bookings can be confirmed**)
- Name and e-mail addresses of your current board members (for distribution of a Needs Assessment form)
- Registered name and mailing address of your organization
- Name, title, phone number and e-mail address of a person who is willing to be the Board Contact
- Name, title, phone number and e-mail address of a person who is willing to be the Staff Contact (if applicable)

Each workshop is customized to address the specific board development needs facing your organization. Workshops are ten hours and are scheduled for Friday evening (7 – 10 pm) and all day Saturday (9 am – 4 pm). I have attached information outlining the role of your organization and the Board Development Program. Except for booking a suitable facility and providing lunch, there are no costs to your organization. Workshops are facilitated by trained volunteers, who have previously been board members and who have received specialized training related to our curriculum.

If your board wishes to schedule a workshop for your organization, please call us with two alternative dates, at least six to eight weeks in advance of the date of first choice. When you book a workshop, the list of your board members and their mailing addresses that you supplied us will be used to conduct a needs assessment for training purposes. We will also send you (or the board contact) a questionnaire and a list of materials (bylaws, sample meeting agenda and minutes, policy manual) that we ask be provided to us as background material for our instructors. **This list of materials is quite extensive and may take some time to assemble, so we encourage you to start as soon as you receive the workshop confirmation from our office.**

If you would like to book a workshop, please contact Joel Christianson at [joel.christianson@gov.ab.ca](mailto:joel.christianson@gov.ab.ca) or Kelly McKean at [kelly.mckean@gov.ab.ca](mailto:kelly.mckean@gov.ab.ca).

Thank you!  
Kandis

Kandis Bright  
Program Assistant  
Board Development Program  
Community Development Unit  
Alberta Culture and Tourism  
Telephone: 780-422-7854  
Fax: 780-644-8800  
Email: [kandis.bright@gov.ab.ca](mailto:kandis.bright@gov.ab.ca)

**Workshop Administrative Responsibilities**

Your Organization Agrees To:

- arrange for suitable workshop location and facility (Please note: Private residences are NOT considered to be suitable workshop venues)
- cover costs related to facility usage

- collect and submit requested background information on your organization for the instructors
- guarantee the attendance of a minimum of 75% of the board members
- provide an overhead projector or laptop computer and LCD projector, screen, 2 flipcharts and paper
- complete and return Needs Assessment Questionnaire (will be forwarded if you book a workshop)
- provide refreshments (coffee, juice) during workshop breaks
- cover costs related to Instructors' lunch

Board Development Program Agrees to:

- coordinate the workshop
- provide trained Instructors
- provide support materials for all participants
- cover all costs related to Instructors' travel and accommodation (approximately \$300.00 per workshop)

## 7. g) Sponsorship and Palliser

**Motion:** In recognition of the service Palliser Music provided ARMTA by publishing the eight ARMTA 85 Canada 150 commissioned works and then providing complimentary copies to ARMTA members, that ARMTA give Palliser Music complimentary sponsorship status at the silver level for the balance of 2017 and for 2018 budget years (includes live link on our website, full page ad in Tempo, their logo on printed programs at Music Conference Alberta).

Discussion: this is equivalent to what bronze sponsors receive.  
Palliser has already purchased a quarter page ad in Tempo for 2017.

Sponsorship plan

Sponsor Tier	Amount	Recognition at Music Conference Alberta	Recognition on ARMTA programs	TEMPO * Deadline July 15, 2017	Appear on <a href="http://www.armta.ca">www.armta.ca</a>
Sponsor	\$50-\$99			Business card size ad	Name in list of sponsors
Bronze	\$100-\$199		Business Name	½ page ad	Logo with live link to website
Silver	\$200 -\$399	Logo on ARMTA sponsored programs	Business Name	full page ad	Logo with live link to website
Gold	\$400	Logo, & verbal recognition at ARMTA sponsored programs	Logo	full page ad premium location	Logo with live link to website

Advertising in Tempo only

Ad size	cost
Business card 3.5" x 2"	\$50
Quarter page 3.5" x 4.75"	\$60

Half page 7.25" x 4.75" Or 3.5" x 9.75"	\$75
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Beth

## 7. h) Use of Alberta Registered Music Teachers' Association vs. ARMTA in public correspondence

I have been to events when ARMTA is mentioned or credited where they have not printed "Alberta Registered Music Teachers Association." Only ARMTA members know what the ARMTA acronym means. Can we discuss how all correspondence, etc. should be included in any public stuff? I will send a photo of a perfect example.



Annette

## 7. i) CFMTA motions

[See 8. d\) CFMTA report](#)

## 7. j) Aligning Student Composer categories with CFMTA categories

I would like feedback on the following so it would probably be good to have it on the agenda for the board meeting:

Wondering about lining up our Student Composer categories with CFMTA.... in addition to 11 years, 15 years, 19 years and Open, they also have an 8 and under category, which we don't have. It has happened that we have had a student 8 or younger chosen as the 11 and under ARMTA winner to be submitted to CFMTA. That would have meant we could have sent an additional winner for the ARMTA 11 and under to CFMTA if we had the extra 8 and under category for the ARMTA competition. Hope that makes sense. Maybe there has been a historical ARMTA decision that I don't know about as to why we don't have the 8 and under category...

CFMTA Categories: <http://www.cfmta.org/en/student-composer-competition-rules-and-regulations/>

ARMTA Categories: <https://armta.ca/prov/wp-content/uploads/2017/03/EntryFormStudentComposerComp2017.pdf>

Let me know if you need any other materials.  
Thanks!  
*Christine*

## **7. k) Special Project motions**

[See Special Project Report under Past-President's Report.](#)

# **8. EXECUTIVE OFFICER REPORTS**

## **8. a) President's report**

The CFMTA meeting took place in March along with the CFMTA National Piano Competition. Alberta's competitor, Louisa Lu won the Willard Schultz Prize for most promising pianist. Paul Williamson, representing Manitoba, took first place overall.

Using the Collegiate Chapter Model as set out by Music Teachers National Association (MTNA), ARMTA is in the process of setting up the first ARMTA Collegiate Chapter at the University of Alberta, under the direction of Patricia Tao. We plan to approach other Post-Secondary Institutions around the province in the hopes of setting up more Chapters.

Sample studio policies are now up on the website. Thank you Beth Olver for compiling the documents.

Our new Wellness Resources page will make its debut by the end of October. More is planned for the Wellness page. Thank you to Michele Wheatley-Brown for taking on this new project.

Magda Adamek toured the province this Spring, conducting masterclasses and workshops in Edmonton, Calgary and Lethbridge. These three Branches took advantage of the funds available through ARMTA to provide Continuing Education workshops to their Branches.

Coordinated by Beth Olver, ARMTA commissioned piano, voice and strings compositions to celebrate Canada's 150th and ARMTA's 85th. Composers were chosen by a jury. Select copies were sent free to all ARMTA members. Thank you to Linda Schwartz of Palliser Music for providing these copies and working with us through this process.

A letter was drafted inviting potential ARMTA members to join ARMTA. This was mailed to Edmonton teachers this spring. A list is being prepared of potential Calgary teachers. Thank you, Annette Bradley and Naomi Parker, for preparing this.

Teresa Allred is the recipient of the ARMTA Service Award to be awarded at the AGM. Teresa was President in 2002-03.

The first ARMTA Pedagogy Scholarship was handed out this summer to Carly Henry.

We welcome new Convenors:  
Heather Hindman - Publicity  
Michele Wheatley – Brown - Wellness  
Sherry Ann Lynn – Policies and Procedures  
Antonina Cox - Festival Liaison  
Jill Kotchon – Members-at-Large  
Ida Edwards – Members-at-Large

Sponsorship is still open.

We also welcome new Branch representatives:

Nathene Arthur - Calgary

Brenda Lockmuller - Lethbridge

Respectfully submitted,

*Marlaine Osgood*

## **8. b) Vice-President's report**

**Kimerica Parr**

## **8. c) Past-President's report**

In addition to duties as prescribed for past Presidents, I have spearheaded a special project to mark Canada 150 and ARMTA 85 years, filled in as sponsorship convener, attended CFMTA meetings as ARMTA first delegate, served on the Conference and AGM committee, and searched for new conveners. Special project report, Sponsorship report, CFMTA report are separate.

Many thanks and farewell to these members who have served on the ARMTA board or as conveners and retired from their position.

- Amber Jorgenson, Sponsorship convener
- Dorothea Johanson, Festival Liaison
- Karen MacDonald, Lethbridge representative
- Barb Robertson, Calgary branch representative
- Kathy Seppala, Grand Prairie representative
- Po Yeh, Canada Music Week
- Christine O'Donnell, Members at Large

We welcome new conveners and board members:

- Kimerica Parker, Vice President
- Nathene Arthur, Calgary branch representative
- Carmen Gorgichuck, Grand Prairie representative
- Brenda Lockmuller, Lethbridge representative
- Betty Bischke, Medicine Hat representative
- Patrician Tao, University of Alberta Collegiate Chapter faculty advisor
- Deanna Oye, Continuing Education
- Alison Kilgannon, Piano competition
- Margaret King, Canada Music Week
- Heather Hindman, publicity
- Antonina Cox, Festival Liaison
- Michelle Wheatley-Brown, Wellness Convener
- Sherry Ann Lynn, Policy and Procedures, Bylaws
- Jill Kotchon, Ida Edwards, Members at Large representatives

As of October 9, we still need a sponsorship convener.

*Beth Olver*

## **Special Project report: Celebrating ARMTA 85 Canada 150.**

At the 2016 fall board meeting the ARMTA board was asked to create a project to celebrate Canada 150 years and ARMTA 85 years. In December a proposal to commission six works for elementary and intermediate students in the disciplines of voice, string, and piano was approved. Beth Olver offered to spearhead the project.

In February 2017, panelists Kimerica Parr, Katrina Thompson, Helen Stuart, Etelka Nyilasi, Sandra Joy Friesen, and Martina Smazal reviewed the 13 applications received from Alberta composers and six composers were selected to each compose one piece. Those composers and six student performers were invited to Music Conference Alberta to showcase the works at the October 2017 conference. At the request of Kimerica Parr and Beth Olver, the February 2017 board members approved offering \*two additional commissions which would be for publication only.

Linda Schwartz from Palliser Music Publishing contacted ARMTA and volunteered to publish the eight works and provide complimentary copies to ARMTA members. Members received their copies in early August 2017.

Contemporary Showcases Festivals in Alberta accepted the works for performance in 2017.

Thank you to Vicki Martin who has taken care of contracts, expenses and other office assistance. Thank you to the board and everyone who helped make this project the success it has been, especially the eight successful composers and Linda Schwartz.

Piano:

*The Tenderfoot* Composer: Linda Purves

*Ho Ho Watanay (Sleep, Sleep Little One)* Composer: Han Ding\*

*The Gypsy Daisy* Composer: Peter Rudzik

Violin and Piano:

*Donkey Riding* Composer: D. Geoffrey Bell

*Remembering a Fenian Song* Composer: Michalis Andronikou

Voice and Piano:

*Old Grandma* Composer: Damian Jordan\*

*A Scarborough Settler's Lament* Composer: Mark Mitchell

*The Morning Dew* Composer: Margaret King

Expenses to ARMTA general account

Commission fees \$2775

Postage to mail copies to members \$900

Expenses for 6 composers attending MCA \$1600

Expenses to ARMTA recognition fund

Student performers will be receiving scholarships from the ARMTA recognition fund totaling \$300.

Alberta Contemporary Showcase Festivals may each receive a scholarship for the best performance of an ARMTA 85 Canada 150 commissioned work in 2017.

**Motion:** That the ARMTA recognition fund be used to supply a scholarship of \$50 to each Alberta Contemporary Showcase Festival to be awarded to the best performance of an ARMTA 85 Canada 150 commissioned work in 2017.

East Central Alberta: Veronica Weber [webswine@wildroseinternet.ca](mailto:webswine@wildroseinternet.ca)

Red Deer: Joyce Emms [jtemms@shaw.ca](mailto:jtemms@shaw.ca),

Calgary: Katrina Thompson [kthompson11@hotmail.com](mailto:kthompson11@hotmail.com)

Edmonton: Marlaine Osgood [osgoodmg@gmail.com](mailto:osgoodmg@gmail.com)

**Motion:** That the ARMTA recognition fund be used to supply annually beginning in 2018 a scholarship of \$50 to each Alberta Contemporary Showcase Festival to be awarded to the best performance of an Alberta composer's piece, any discipline.

*Submitted by Beth Olver*

## 8. d) CFMTA report

Beth Olver and Marlaine Osgood attended the CFMTA board meeting that was held in Baltimore March 21, 2017 in connection with the MTNA CFMTA joint conference. In July an additional electronic meeting was held to receive provincial reports, any updates to committee reports, financial reports and to approve the budget.

- The Personal Insurance Company has withdrawn its annual support of the CFMTA National Piano Competition first place award (\$6000 accumulated over 2 years for the \$6000 first prize). The CFMTA executive moved “That CFMTA/FCAPM withdraw \$6,000 from the Special Projects Fund principle, in order to provide money for the 1<sup>st</sup> prize for the 2017 Piano Competition in Baltimore.”
  - Each year \$2 of each member fee goes to the Special Projects Fund which is used for awards and competitions. For 2019, first prize will revert to \$5000 and be taken from the Special Projects Fund.
  - The Personal retains its arrangement with CFMTA that members receive discounted rates on home and auto insurance.
- The winner of the CFMTA Piano Competition 2017 was Paul Williamson (Manitoba). Alberta’s Louisa Lu was awarded the Willard Schultz Prize for “most promise overall as a performing artist”.
- CFMTA magazine *The Canadian Music Teacher* is available in digital format: download the app from either Apple app store or the Google Play store; or find it at [www.CFMTA.org](http://www.CFMTA.org) under the resources tab – members. Members were surveyed about receiving the magazine digitally in the spring of 2017 and will be surveyed again in 2018.
- The ARMTA resolution “*That as a professional courtesy, the CFMTA encourage each branch of Registered Music Teachers’ Associations to pay appropriate SOCAN fees (purchase \$35 licenses) in support of composers and publishers.*” was defeated.
- CFMTA secretary Cathleen Gingrich has resigned. Anita Perry has been appointed in her place.
- The 2017 biennial conference was held in Baltimore as a joint CFMTA MTNA conference commemorating the joint conference held in Toronto in 2007. As promised, MTNA rebated \$3,912.66 CAD to CFMTA for the 29 registrants from CFMTA. Of this amount, 60% has been forwarded to the provinces based on the number of registrants from each province. Alberta received \$414.92.
- Next CFMTA conference will be hosted by Manitoba RMTA in Winnipeg July 3-6, 2019.
- CFMTA has experienced a financial loss of approximately \$50,000 in the past four years. Treasurer Lois Kerr has been looking ahead and making plans to offset these losses. This includes a fee increase of \$5 per member for 2018-19 budget, for a total CFMTA fee of \$35 per member.
  - ARMTA board needs to determine whether to pass this increase on to members.
- Our new CFMTA executive officers are
  - President: Tiffany Wilson (Manitoba)
  - Past President: Cynthia Taylor (British Columbia)
  - Vice President: Laureen Kells (Saskatchewan)
  - Lois Kerr is the treasurer (appointment, with salary) and
  - Anita Perry is the secretary (appointment, with salary)
- At its next regular meeting in July 2018, the CFMTA board will meet for an additional day for strategic planning as proposed in an Ontario RMTA resolution.
- CFMTA Student Composer Competition: Congratulations to **Kathie Zhou** first place for her composition *Vivid Memories* (Category A – 11 years and under, Class 1, composition for solo instrument); **Micah Sudom** Honourable mention for his piece *In the Wild* (Category C – 19 years



and under); and **Gloria Chu** honourable mention for her piece *Persist* (Category C – Open). For a complete list of winners visit [www.CFMTA.org](http://www.CFMTA.org)

- Be sure to see the 2017 Call for Competitions publication of compositions and art work celebrating Canada 150 online at [www.CFMTA.org](http://www.CFMTA.org)
- Webmaster Dina Pollock was directed to “find and post a guideline about copyright as it pertains to music educators in Canada on the CFMTA/FCAPM website” and to “find or create a guideline for teachers and parents regarding use of photos and videos in social media for our music teaching and advertising and post on the CFMTA/FCAPM website.” This is now available on [www.cfmta.org](http://www.cfmta.org) under the resource tab --- member

If you wish to see CFMTA reports or minutes please contact CFMTA first or second delegate (Beth Olver or Marlaine Osgood)

The CFMTA website is your best source for information about CFMTA programs. The Password is *members1935*.

*Submitted by Beth Olver, CFMTA first delegate.*

**Motion:** That ARMTA give CFMTA access to AMRTA members’ contact information for the purpose of communicating directly with members regarding announcements about conferences, competitions.

Discussion: CFMTA is a collection of independent associations. Each association determines **the qualifications** of membership for its own association. Membership in CFMTA is through the provincial and territorial associations. CFMTA does not have individual member’s information: that information belongs to the provincial association. Currently information from CFMTA to individuals is filtered through the provincial and territorial associations and the branches. Frequently by the time individuals receive the information it is too late.

**Motion:** That a subcommittee of ARMTA be formed to study the feasibility of creating a digital archive of documents.

Discussion:

- We have many paper files in storage that are difficult to access.
- The Administrator and some executive officer would have to determine what is worth scanning: Board minutes, board reports, policy and procedure, requests for leave of absence, list of past presidents...
- Could see if there is a grant available to hire a student to do the scanning and labeling
- Once scanned, is there sufficient archive space on the website, or i-cloud or, ....

**Motion:** that ARMTA increase its membership fee by \$5 to cover the increase CFMTA fee for 2018-19

Discussion:

- ARMTA absorbed the \$4 increase in the 2017 CFMTA fees
- ARMTA’s 2017 budget was not “balanced”

## 8. e) Membership report

Since our last board meeting in February, there have been the following changes in our membership:

### New Members

Name	Membership Type	Registered Subjects
------	-----------------	---------------------

Darlene	Schmidt	Affiliate Grade 9	
Chelsey	Braaksma	Full	Voice
Denisha	Teichroeb	Affiliate Grade 9	
Bilyana	Raycheva	Full	violin
Bogdan	Focsaneanu	Full	Composition, Advanced Theory
Emily	Nelson	Full	Piano
Lise	Boutin	Full	Violin
Kevin	Ngo	Full	Piano, Music History, Advanced Theory
Ilkim	Tongur	Full	Composition, Advanced Theory
Mandy	Loban-Jordan	Full	Guitar, Piano
Katherine	Giebelhaus	Affiliate Grade 9	
Christine	Chen	Full	Violin
John Bradley	Denton	Affiliate Grade 10	
Gabriele	Thielmann	Full	Violin
Nick	Sullivan	Full	Trombone, Euphonium, Tuba
Monique	Fournier	Affiliate Grade 9	
Megan	Wittig	Full	Voice
Jennifer	Thomas	Full	Piano
Sarah	Gieck	Full	Flute

#### Reinstatements

Melissa	Lacroix	Affiliate Grade 10	
Katrina	Palsky	Full	Piano
Daniel	Skakun	Full	Percussion

#### Transfers

Milton Schlossar – transferred to BCRMTA

#### Deaths

Sadie Braun (Provincial Life Member) – passed away November 2016

#### Leave of Absence

Jerry Ozipko

Kristy Nemez

Rebecca Vizza

#### **Membership totals:**

	<b>January 26, 2016</b>	<b>October 10, 2016</b>	<b>February 17, 2017</b>	<b>October 6, 2017</b>
Full	402	394	400	399
Affiliate Grade 10	14	16	18	18
Affiliate Grade 9	5	5	5	7
Retired	12	14	15	17
Honorary Branch Members	2	2	2	2
Provincial Life Members	2	2	2	1
<b>TOTAL</b>	<b>437</b>	<b>433</b>	<b>442</b>	<b>444</b>

## 8. f) Financial report

We ended our fiscal year on March 31, 2017 with a \$356.12 deficit, although we had budgeted a \$ 4,772 deficit. The largest factor in our budget discrepancy was that the string and vocal competition did not take place. Our profits/losses over the past few years have been as follows:

March 2012	-1145.29
March 2013	-844.67
March 2014	3962.8
March 2015	9310.09
March 2016	4556.56
March 2016	-356.12

There was a GIC for \$19,131.78 that came up for renewal in July 2017. We have an additional GIC for \$20,000 that was invested in January 2017 for 24 months at 1.65%, which was the easily available cash we had on hand assuming that we maintained a break-even position. Since, however, we budgeted a \$11,707.50 deficit for the current year, there was a risk of not having enough cash on hand to cover all expenses if all budget categories get spent. The executive decided to re-invest only \$12,000 for 15 months at 1.5%, which matures November 8, 2018.

Full details of our income and expenses for both the last fiscal year and the current fiscal year with comparisons to the budget are below:

	April 2016 – March 2017			April 2017 – March 2018		
	Actual	Budget	\$ Over Budget	Actual	Budget	\$ Over Budget
<b>Income</b>						
Advertising Income	50.00	0.00	50.00	0.00	0.00	0.00
Conference Income	50.00	0.00	50.00	444.92	0.00	444.92
Donations						
Donations of Gifts in Kind	0.00			0.00	0.00	0.00
Donations - Other	50.00	0.00	50.00	25.00	0.00	25.00
Total Donations	50.00	0.00	50.00	25.00	0.00	25.00
Interest Income	302.68	275.00	27.68	337.09	395.00	-57.91
Membership Income	58,260.50	57,190.00	1,070.50	57,595.00	57,831.00	-236.00
Projects Income						
CFMTA Student Composer Comp.	1,180.00	95.00	1,085.00	385.00	900.00	-515.00
Piano, Voice, & Strings Comp.	200.00	150.00	50.00	0.00	0.00	0.00
Travelling Workshops Income	0.00	0.00	0.00	0.00	0.00	0.00
Total Projects Income	1,380.00	245.00	1,135.00	385.00	900.00	-515.00
Sponsorship Income	1,600.00	2,450.00	-850.00	2,265.00	1,600.00	665.00
<b>Total Income</b>	<b>61,693.18</b>	<b>60,160.00</b>	<b>1,533.18</b>	<b>61,052.01</b>	<b>60,726.00</b>	<b>326.01</b>
<b>Expense</b>						
Administration						
Administrator Contract	8,400.00	8,400.00	0.00	6,160.00	10,560.00	-4,400.00
Bank Fees	2,028.52	1,250.00	778.52	242.57	1,640.00	-1,397.43
Computer Expenses	289.99	280.00	9.99	0.00	200.00	-200.00
Mileage	178.50	225.00	-46.50	64.05	225.00	-160.95
Office Supplies	526.22	400.00	126.22	267.60	400.00	-132.40
Post Office Box	326.55	326.00	0.55	0.00	326.00	-326.00
Postage	26.78	50.00	-23.22	0.00	50.00	-50.00
Rent	600.00	600.00	0.00	350.00	600.00	-250.00
Telephone and Fax	584.07	576.00	8.07	366.57	576.00	-209.43
Total Administration	12,960.63	12,107.00	853.63	7,450.79	14,577.00	-7,126.21
Advertising & Publicity	179.11	575.00	-395.89	528.50	1,225.00	-696.50
Board Expenses						
AGM Expenses						
Hotels	1,381.09	1,925.00	-543.91	0.00	2,210.00	-2,210.00
Meals	24.78	400.00	-375.22	0.00	480.00	-480.00

	April 2016 – March 2017			April 2017 – March 2018		
	Actual	Budget	\$ Over Budget	Actual	Budget	\$ Over Budget
Travel	1,646.20	1,626.00	20.20	0.00	1,784.00	-1,784.00
Total AGM Expenses	3,052.07	3,951.00	-898.93	0.00	4,474.00	-4,474.00
Archivist Travel & Expenses	0.00	0.00	0.00	0.00	0.00	0.00
Board Meetings Travel & Meals						
Catering	869.10	800.00	69.10	0.00	420.00	-420.00
Hotels	89.00	140.00	-51.00	0.00	510.00	-510.00
Meals	0.00	40.00	-40.00	0.00	280.00	-280.00
Travel	662.90	470.00	192.90	0.00	1,070.00	-1,070.00
Total Board Meetings Travel & Meals	1,621.00	1,450.00	171.00	0.00	2,280.00	-2,280.00
Meeting Room Rental	0.00	250.00	-250.00	0.00	250.00	-250.00
Total Board Expenses	4,673.07	5,651.00	-977.93	0.00	7,004.00	-7,004.00
Member services						
CFMTA Delegate Expenses	1,381.37	490.00	891.37	0.00	200.00	-200.00
CFMTA Dues	11,466.00	11,414.00	52.00	13,110.00	13,260.00	-150.00
Conference/AGM						
Catering						
Meal payments	-130.00	-200.00	70.00	-120.00	-150.00	30.00
Catering - Other	549.91	1,200.00	-650.09	0.00	600.00	-600.00
Total Catering	419.91	1,000.00	-580.09	-120.00	450.00	-570.00
Conference Registrations	128.84	295.00	-166.16	0.00	295.00	-295.00
Printing, Postage, and Supplies	99.33	100.00	-0.67	0.00	100.00	-100.00
Sessions & Seminars						
Clinician Travel Expenses	1,386.66	1,200.00	186.66	0.00	2,800.00	-2,800.00
Session Honorariums	1,375.00	1,600.00	-225.00	0.00	800.00	-800.00
Sessions & Seminars - Other	328.13	200.00	128.13	0.00	250.00	-250.00
Total Sessions & Seminars	3,089.79	3,000.00	89.79	0.00	3,850.00	-3,850.00
Total Conference/AGM	3,737.87	4,395.00	-657.13	-120.00	4,695.00	-4,815.00
Directory						
Directory Postage	504.32	450.00	54.32	403.94	500.00	-96.06
Directory Printing	341.78	325.00	16.78	296.94	340.00	-43.06
Total Directory	846.10	775.00	71.10	700.88	840.00	-139.12
Honoraria & Gifts	280.17	350.00	-69.83	29.86	250.00	-220.14
Insurance	15,010.00	14,805.00	205.00	14,035.00	14,945.00	-910.00
Members Postage	269.22	250.00	19.22	300.93	250.00	50.93
Membership Renewals						
Membership Renewals Postage	326.80	200.00	126.80	0.00	200.00	-200.00
Membership Renewals Printing	34.44	0.00	34.44	0.00	40.00	-40.00
Total Membership Renewals	361.24	200.00	161.24	0.00	240.00	-240.00
Tempo						
Editor Honorarium	500.00	500.00	0.00	500.00	500.00	0.00
Postage	340.61	400.00	-59.39	0.00	350.00	-350.00
Printing	509.25	560.00	-50.75	509.25	510.00	-0.75
Total Tempo	1,349.86	1,460.00	-110.14	1,009.25	1,360.00	-350.75
Website and Database						
Database Developer Fees	0.00	0.00	0.00	0.00	0.00	0.00
Webmaster Contract	1,000.00	1,000.00	0.00	1,000.00	1,000.00	0.00
Website Hosting	1,188.16	1,310.00	-121.84	537.33	1,310.00	-772.67
Total Website and Database	2,188.16	2,310.00	-121.84	1,537.33	2,310.00	-772.67
Total Member services	36,889.99	36,449.00	440.99	30,603.25	38,350.00	-7,746.75
Partnerships						
CASSA	500.00	500.00	0.00	0.00	500.00	-500.00
Total Partnerships	500.00	500.00	0.00	0.00	500.00	-500.00
President's Expenses						
CFMTA President Visit	352.86	400.00	-47.14	0.00	0.00	0.00
Conference Registrations	0.00	300.00	-300.00	0.00	300.00	-300.00
General	0.00	100.00	-100.00	0.00	100.00	-100.00
President's Expenses at CFMTA	0.00	0.00	0.00	0.00	0.00	0.00
Visits to Branches	0.00	400.00	-400.00	0.00	400.00	-400.00

	<b>April 2016 – March 2017</b>			<b>April 2017 – March 2018</b>		
	<b>Actual</b>	<b>Budget</b>	<b>\$ Over Budget</b>	<b>Actual</b>	<b>Budget</b>	<b>\$ Over Budget</b>
Total President's Expenses	352.86	1,200.00	-847.14	0.00	800.00	-800.00
Projects						
ARMTA Recognition Fund Donation	100.00	100.00	0.00	0.00	100.00	-100.00
Collegiate Chapters	0.00	0.00	0.00	0.00	200.00	-200.00
Commissions	1,600.00	0.00	1,600.00	1,920.13	2,187.50	-267.37
Community Service Certificates	22.66	100.00	-77.34	0.00	100.00	-100.00
Continuing Ed./Travelling Work.	1,050.00	1,500.00	-450.00	1,509.27	4,000.00	-2,490.73
Piano, Vocal, Strings Comp.	1,600.63	5,250.00	-3,649.37	2,070.52	1,240.00	830.52
Recognition Fund Postage	43.13	100.00	-56.87	0.00	100.00	-100.00
Student Composer Competition	1,277.22	600.00	677.22	1,105.86	1,250.00	-144.14
Total Projects	5,693.64	7,650.00	-1,956.36	6,605.78	9,177.50	-2,571.72
Scholarships	800.00	800.00	0.00	800.00	800.00	0.00
Uncategorized Expenses	0.00			0.00	0.00	0.00
<b>Total Expense</b>	<b>62,049.30</b>	<b>64,932.00</b>	<b>-2,882.70</b>	<b>45,988.32</b>	<b>72,433.50</b>	<b>-26,445.18</b>
<b>Net Income</b>	<b>-356.12</b>	<b>-4,772.00</b>	<b>4,415.88</b>	<b>15,063.69</b>	<b>-11,707.50</b>	<b>26,771.19</b>

### Balance Sheet

	<b>Oct 16, 2017</b>	<b>March 31, 2017</b>
<b>ASSETS</b>		
<b>Current Assets</b>		
<b>Chequing/Savings</b>		
ATB Chequing	29,851.50	64,133.51
GIC 3	0.00	18,802.00
GIC 4	20,000.00	20,000.00
GIC 5	12,000.00	0.00
Stripe	346.43	4,834.41
<b>Total Chequing/Savings</b>	<b>62,197.93</b>	<b>107,769.92</b>
<b>Accounts Receivable</b>		
Accounts Receivable	800.00	140.00
<b>Total Accounts Receivable</b>	<b>800.00</b>	<b>140.00</b>
<b>Other Current Assets</b>		
Undeposited Funds	150.00	585.00
<b>Total Other Current Assets</b>	<b>150.00</b>	<b>585.00</b>
<b>Total Current Assets</b>	<b>63,147.93</b>	<b>108,494.92</b>
<b>Fixed Assets</b>		
<b>Computer Equipment</b>		
Computer Equipment Cost	662.44	662.44
Computer Equipment Depreciation	-600.00	-600.00
<b>Total Computer Equipment</b>	<b>62.44</b>	<b>62.44</b>
<b>Total Fixed Assets</b>	<b>62.44</b>	<b>62.44</b>
<b>TOTAL ASSETS</b>	<b>63,210.37</b>	<b>108,557.36</b>
<b>LIABILITIES &amp; EQUITY</b>		
<b>Liabilities</b>		
<b>Current Liabilities</b>		
<b>Accounts Payable</b>		
Accounts Payable	0.00	840.68
<b>Total Accounts Payable</b>	<b>0.00</b>	<b>840.68</b>
<b>Other Current Liabilities</b>		
<b>Branch Fees Collected</b>		
Calgary Branch	0.00	6,825.00
Edmonton Branch	750.00	740.00
Lethbridge Branch	0.00	630.00
Red Deer Branch	0.00	400.00
<b>Total Branch Fees Collected</b>	<b>750.00</b>	<b>8,595.00</b>
<b>Deferred Income</b>	<b>0.00</b>	<b>51,725.00</b>
<b>Total Other Current Liabilities</b>	<b>750.00</b>	<b>60,320.00</b>
<b>Total Current Liabilities</b>	<b>750.00</b>	<b>61,160.68</b>

	<u>Oct 16, 2017</u>	<u>March 31, 2017</u>
<b>Total Liabilities</b>	<b>750.00</b>	<b>61,160.68</b>
<b>Equity</b>		
Opening Bal Equity	31,913.31	31,913.31
Unrestricted Net Assets	15,483.37	15,839.49
Net Income	15,063.69	-356.12
<b>Total Equity</b>	<b>62,460.37</b>	<b>47,396.68</b>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>63,210.37</b>	<b>108,557.36</b>

*Vicki Martin*

## 8. g) Administrator's report

In addition to the usual administrator duties, I assisted with mailing out the invitation to join ARMTA plus taking orders and preparing mailing labels for the commissioned works mailout.

The Annual Societies Return was submitted in June 2017 and I have received proof of filing. It has been drawn to my attention that although the annual return only asks for a list of the current directors (board members) and the latest financial report, the branches are also registered as part of our society. The branch information has become out of date both with which branches are active and the contact information for each branch. I will update that information when I submit bylaw changes after the AGM.

Total hours worked for each month are:

	<b>2016-2017</b>	<b>2015-2016</b>
<b>October</b>	95.67	68.73
<b>November</b>	36.08	36.33
<b>December</b>	25.50	16.67
<b>January</b>	40.75	52.83
<b>February</b>	76.25	62.17
<b>March</b>	35.58	38.58
<b>April</b>	47.33	49.58
<b>May</b>	27.67	33.92
<b>June</b>	19.67	40.08
<b>July</b>	27.83	38.33
<b>August</b>	19.67	33.00
<b>September</b>	33.83	34.75
<b>Monthly average</b>	<b>40.49</b>	<b>42.08</b>

*Vicki Martin*

## 9. CONVENOR REPORTS

### 9. a) Archives

This year, I visited the Provincial Archives once on behalf of ARMTA at the provincial level. I deposited thank you notes from award winners, recital programs and posters from the Young Artist tour, CASA summer music workshop information, MCA programs and some executive documents. The material is being accessed by the Provincial Archives staff.

It is possible at any time for the public to access information on all deposits made during the entire history of the archives. This information is available on the Provincial Archives website.

I received an inquiry from CASA about how to get information to the archives. I replied by giving out my address and by saying that I would make the deposit. It is not possible to mail in submissions to the Provincial Archives.

I am happy to receive hard copy submissions from ARMTA members at any time.

Respectfully submitted,  
*Naomi Parker*

## **9. b) ARMTA Piano Competition**

As I am still new to the job, I am not sure what all this report should include but I will try to give you an idea where I am at. I have read the new job description and made note of the changes under the section "Competition Format."

Annette Bradley has agreed to be on the committee with me for the next competition and Dale Wheeler has been mentoring me through the first steps. I understand that the competition will be back to its regular schedule where the provincial competition will take place in March of 2019 and the National Conference will be held in Winnipeg July 3-6, 2019. I am working to set a date and to reserve Gaetz United Church in Red Deer as the venue.

Regarding prizes:

The Marek Jablonski Endowment Fund wishes to contribute to the next competition even though the board is in the process of disbanding the foundation. Upon the advice of Judith Ammann, I directed them to write a cheque to the ARMTA Recognition Fund and the contribution would be held in trust until the competition in 2017.

Could you please advise me whether ARMTA will make the same contribution for prizes as in previous years?

1st Place: \$ 1,000

plus \$ 1,000 for representing ARMTA at the CFMTA National Competition

2nd Place: \$ 1,000

3rd Place: \$ 500

Plus \$200 for each participant to help to cover expenses associated with the competition.

*Alison Kilgannon*

## **9. c) ARMTA String Competition**

**Chrysanthema Pashunkova**

[See 6. e\) String & Voice competitions for 2018](#)

## **9. d) ARMTA Voice Competition Elizabeth Raycroft/Naomi Williams**

[See 6. e\) String & Voice competitions for 2018](#)

## **9. e) ARMTA Recognition Fund**

**Judith Ammann**

**April 30, 2016-April 30, 2017**

**Donations from:**

ARMTA Edmonton Branch

In appreciation of Deborah Gallant as President of  
Edmonton Branch 2013-2015

Dorothy Buckley

\$250.00

Dorothy Buckley Prize for Best Performance of a  
Canadian Work in the **2016 ARMTA Piano Competition**

Edmonton Community Foundation/Rusconi for 2016	\$18,299.00	The Frank and Ethel (Weisbeck) Rusconi Fund - Edmonton Community Foundation
ARMTA Lethbridge Branch		In memory of Joan Milton, long time member and Branch President 1993-1995, ARMTA Provincial President 2008-2010
ARMTA Provincial		In honour of Carol Mellors, recipient of ARMTA Service Award 2016
ARMTA Provincial		In honour of Beth Olver for her service as Provincial President 2014-2016
Mary Schweitzer	Annual donation	

**Balance April 30, 2017 \$40,036.47**

**Awards/Scholarships/Bursaries April 2016-April 2017**

Bursaries	\$5,000
2016 Student Composers	155
CASSA	300
Branch Awards	
Calgary	750
Edmonton	500
Lethbridge	500
Med. Hat	400
Red Deer	450
Piano Competition	3,950
<b>TOTAL</b>	<b>\$12,005</b>

**Awards/Scholarships/Bursaries April 2017 – September 2017 AGM**

Bursaries	\$5,000
2017 Student Composers	550
ARMTA Pedagogy Scholarship	1,000

**The current balance in the fund, as of October 10, 2017 is \$34,186.47** This is before any Branch Awards have been paid out for the current year. The Rusconi donation for this year has not yet been added for 2017 but generally comes in Fall of the year.

A huge thank you to Marlaine Osgood, Elizabeth Raycroft, and Karen MacDonald for their service on the Recognition Fund Committee.

Thank you to the branches that continue to support the fund. I think that the Branch awards have been a huge success and the branch convenors have been grateful for the added award money.

As the \$5,000 which the board designated for Needs-Based Bursaries has now been used up, I will ask that the webmaster to indicate on the ARMTA website. It will read that “Bursary funds have been used until the next budget year starting April 2018”. \*

- **\*The committee and I wondered whether it is possible to have a “reserve amount” available from the Recognition Fund, just in case a request would come in that we would feel is particularly urgent. I will ask that this be placed on the October agenda.**

Respectfully submitted,  
Judith Ammann



---

Please share this letter, which I just received, with the Provincial Board and perhaps the ARMTA members at the AGM. As the bursaries are completely confidential, I have removed all names and instrument references.

Sincere thanks,  
Judith Ammann  
ARMTA Recognition Fund Convenor

---

Dear Ms. Amman,

My son ----- was a current recipient of \$500.00 bursary last June 2017. We never ever thought that we will ever receive such amount of money which we could use towards his music lessons. I was teary eyed when I checked the amount on the cheque.

I thank his teacher Ms.----- for taking so much effort on finding an organization to help us out financially. She knows how hard it is for me as a single mother to send my son ----- to music lessons. My son's passion for ----- is a surprise for me in a good way but to fund his lesson has been a journey. I had to work two jobs so I can support him achieve his dream of becoming a good ----- player in the future.

But most of all, my utmost gratitude to the ARMTA recognition fund for the financial help. I actually used some amount already towards his lesson just last Saturday.

I am praying for more good hearted people out there to continue in supporting the association as it does help a lot of people like me.

In behalf of my son -----, Thank you very much and more power!

Sincerely,  
Mom of recipient of a \$500 Bursary – Spring 2017

## 9. f) ARMTA Student Composer Competition

### Summary

There were 27 entries (26 students) this year submitted from 7 teachers. Adjudicator Jesse Plessis (currently pursuing his doctorate at Université de Montréal) awarded five first place prizes presented in A1, B1, B2, C and D Divisions which were entered in the CFMTA national competition. We awarded special prizes for the two entries based on Canadian Folk Songs. This is the first year that we tried online entry in addition to regular entry by mail. The system designed by Vicki and Carolyn worked very well.

**ARMTA Provincial winners were awarded in 5 Divisions:**

**Division A1:**

Kathie Zhou, winner (*Vivid Memories*); teacher, Susan Maxwell (Member at Large)  
Alexander Evans, honourable mention (*Bigfoot*); teacher, Linda Kundert (Calgary)

**Division B1:**

Alexander Bai, winner (*The Search for Freedom*); teacher, Susan Maxwell (Member at Large)  
Ruben Thomas, honourable mention (*Siam*); teacher, Susan Maxwell (Member at Large)

**Division B2:**

Rhea Jones, winner (*Super Star*); teacher, Jay Arca (Calgary)

**Division C:**

Micah Sudom, winner (*In the Wild*); teacher, Betty Bischke (Medicine Hat)  
Sage Jackson, honourable mention (*Daydreaming*); teacher, Rowena Hoeve (Member at Large)

**Division D:**

Gloria Chu, winner (*Persist*); teacher, Paul Bagley (Calgary)

**Canadian Folk Song Arrangement Awards:** presented to both Chantalle Sabourin (*A la Claire Fontaine - Interpretation*); teacher, Jamie Deibert (Medicine Hat) and Gloria Chu (*She's like the Swallow*); teacher, Paul Bagley (Calgary)

### CFMTA Results

**Category A** – 11 years and under, Class 1, composition for solo instrument  
First place Kathie Zhou (AB) *Vivid Memories*

**Category B** – 15 years and under, Class 1, composition for solo instrument  
Second place (tied) Alexander Bai (AB) *The Search for Freedom*

**Category C** – 19 years and under  
Honourable mention Micah Sudom (AB) *In the Wild*

**Category D** – Open  
Honourable mention Gloria Chu (AB) *Persist*

### Financial Summary

Income	<b>TOTAL entry fees</b>	\$665.00	(27 entries)
Expenses	Adjudication Fees	\$880.00	paid to Jesse Plessis
Award Money	\$450.00		paid to 5 – 1 <sup>st</sup> place winners
Award Money	\$100.00		paid to 2—Canadian Folk Song Prize Winners
Convenor Expenses	\$ 65.86		postage, printing
CFMTA Entry fees	<u>\$160.00</u>		CFMTA Student Composer Competition
<b>TOTAL</b>	<b>\$1655.86</b>		

### Detailed Financial Report

#### Entries and Fees

**Division A1** (11 years and under) \$20 each, 6 entries X \$20 = **\$120**

Ethan Chai*	Escaping Madness	Susan Maxwell (Member at Large)
Shanna Chew*	Dreaming Dragons	Susan Maxwell
Kassandra Combdon	The Funky Circus	Susan Maxwell
Alex Evans	Bigfoot	Linda Kundert (Calgary)
Hannah Marie Keller	The Dream	Susan Maxwell
Kathie Zhou*	Vivid Memories	Susan Maxwell

**Division B1** (15 years and under) \$25 each, 11 entries X \$25 = **\$275**

Alexander Bai*	The Search for Freedom	Susan Maxwell
Sam Barber	Set Sail!	Linda Kundert (Calgary)
Rachael Chew*	Treasure Cove	Susan Maxwell
Hailey Cryderman*	Heavenly Bliss	Susan Maxwell
Angela Li*	Enchanted Pathway	Susan Maxwell
Sai Shankar*	On the Moors	Susan Maxwell
Ruben Thomas*	Siam	Susan Maxwell
Krithika Venkataramadas*	Swing'n the Blues	Susan Maxwell
Michael Wang*	Passion Waltz	Susan Maxwell
Tammy Young*	Memories	Susan Maxwell
Tiffany Young*	Mystery in Belarus	Susan Maxwell

**Division B2** (15 years and under) \$25 each, 1 entry X \$25 = **\$25**

Rhea Jones\*\* Super Star Jay Arca (Calgary)

**Division C** (19 years and under) \$25 each, 5 entries X \$25 = **\$125**

Natasha Arthur\* Dreamscape Susan Maxwell

Sage Jackson**	Daydreaming	Rowena Hoeve (Member at Large)
Dawson Lu*	Winter Lanterns	Susan Maxwell
Ryan Miralles	I am Lost Without You	Susan Maxwell
Micah Sudom*	In the Wild	Betty Bischke (Medicine Hat)
<b>Division D (Open) \$30 each, 4 X \$30 = \$120</b>		
Gloria Chu	Persist	Paul Bagley (Calgary)
Gloria Chu	<b>She's Like the Swallow***</b>	Paul Bagley (Calgary)
Max Hopkins	The Morning Dew	<b>(adjudication only)</b>
Chantalle Sabourin	<b>A la Claire Fontaine Interpretation***</b>	Jamie Deibert (Medicine Hat)

\*denotes 2016 participant  
Composition

\*\*denotes 2015 participant

\*\*\*denotes Canadian Folksong

**Total: \$665**

**Adjudicator Fees**

The Adjudicator was Jesse Plessis (currently pursuing Doctoral studies at the Université de Montréal)

\$20 for Division A X 6 entries	\$120
\$30 for Division B X 12 entries	\$360
\$40 for Division C X 5 entries	\$200
\$50 for Division D X 4 entries	\$200
<b>Total:</b>	<b>\$880</b>

**Adjudicator Expenses:** None this year

**First Place Awards \$450**

Division A1 (11 years and under): **\$50**

First Place Kathie Zhou  
180 Pitcher Cres.  
Fort McMurray, AB  
T9K 0G9 (Phone 780-714-3189)  
Teacher: Susan Maxwell  
Composition: *Vivid Memories*

Division B1 (15 years and under): **\$75**

First Place Alexander Bai  
100 Dehoog Cres.  
Fort McMurray, AB  
T9K 2X3 (Phone 780-607-1528)  
Teacher: Susan Maxwell  
Composition: *The Search for Freedom*

Division B2 (15 years and under): **\$75**

First Place Rhea Jones  
Box 8 Site 7 RR2  
Okotoks, AB  
T1S 1A2 (Phone 403-938-0759)  
Teacher: Jay Arca  
Composition: *Super Star*

Division C (19 years and under): **\$100**

First Place Micah Sudom  
20 Hunter Court NE, Medicine Hat, AB, T1C 1W5 (Phone 403-488-9075)  
Teacher: Betty Bischke  
Composition: *In the Wild*

Division D (open): **\$150**

First Place Gloria Chu  
159 Edgeridge Circle NW, Calgary, AB, T3A 6H9 (Phone 403-383-1928)  
Teacher: Paul Bagley  
Composition: *Persist*

**Canadian Folk Song Arrangement Prizes: \$100 (\$50 EACH)**

Gloria Chu  
159 Edgeridge Circle NW, Calgary, AB, T3A 6H9 (Phone 403-383-1928)  
Teacher: Paul Bagley  
Composition: *She's Like the Swallow*

Chantalle Sabourin  
7 Chow Ave. SE, Medicine Hat, AB, T1B 2S9 (Phone 403-866-1319)  
Teacher: Jamie Deibert  
Composition: *A la Claire Fontaine Interpretation*

**Entry Fees for 2017 CFMTA Student Composer Competition**

Category A Class 1 (11 years and under) Kathie Zhou	<b>CFMTA Entry Fee: \$20</b>
Category B Class 1 (15 years and under) Alexander Bai	<b>CFMTA Entry Fee: \$30</b>
Category B Class 2 (15 years and under) Rhea Jones	<b>CFMTA Entry Fee: \$30</b>
Category C Class 1 (19 years and under) Micah Sudom	<b>CFMTA Entry Fee: \$40</b>
Category D Class 1 (open) Gloria Chu	<b>CFMTA Entry Fee: \$40</b>
<b>TOTAL FEES: \$160</b>	

**Convenor Expenses**

Postage	
CFMTA Entries to national convenor	\$12.09
Letters, Certificates and Receipts to Students	\$46.57
Printing	
CFMTA Entry Copies, Receipts, Adjudications	\$ 3.85
Certificate and Cover Letter Printing	<u>\$ 3.35</u>
<b>Total:</b>	<b>\$65.86</b>

Respectfully submitted,  
Christine Rogers  
ARMTA Student Composer Convenor

## 9. g) Canada Music Week

### Canada Music Week Activities Alberta

#### Medicine Hat

Medicine Hat branch will celebrate Canada Music Week with a recital and Annual Awards Night. Unfortunately, our event has had to be rescheduled to the first week of December, because of construction delays with renovations of our booked venue.  
Betty Bischke

#### Lethbridge

The Lethbridge Branch will be holding its Canada Music Week Recital and Annual Student Awards Presentation on Saturday, Nov. 25th at 2:30 p.m. in the Theatre Gallery of the Lethbridge Public Library, Main Branch. At the

conclusion of the recital, \$2000 in awards will be presented to 50 students for the highest marks in practical and theory exams for the previous year including the ARMTA (Alberta Registered Music Teachers' Association) Recognition Fund awards given to 5 students with the highest marks in both a practical and theory exam. Our Branch received a city of Lethbridge Canada 150 grant and will be combining the event with our celebration of Canada's Sesquicentennial which will also include door prizes for students and cake following the recital and presentation.

Brenda Lockmuller

### **Red Deer**

As far as the Red Deer Branch of ARMTA goes we are only involved by volunteering our time and submitting students to the Red Deer Contemporary Showcase Festival featuring Canadian Composer's compositions during Canada Music Week. ARMTA member Joyce Emms is the Chair for the festival and many ARMTA teachers submit students in it. That's all our involvement in Canada Music Week this year.

Annette Bradley

### **Calgary**

Each teacher is basically doing his/her own plans for Canada Music Week, this year.

Hopefully in the future Calgary will have another Branch event, but not this year. I think it is maybe due to a few of our positions currently being vacant, and normally those people would have set up our branch event.

Nathene Arthur

### **Edmonton**

Edmonton Branch is hosting a Canada Music Week Celebration on Friday, November 3 at the studio of Leslie Bai, a wine and cheese event with a variety of Canadian music being presented. Linda Purves is the featured local composer this year along with Sylvia Shadick-Taylor performing some of her works. There are several other performers sharing other Canadian works as well, including the Canadiana Suite, a two piano – eight hands duet by Joanne Bender. As well, the program will include violin accompanied by piano, voice and flute, guitar and voice, and a saxophone work.

Annette George

### **Grande Prairie**

No report provided.

*Margaret King*

## **9. h) Community Service Award**

One student has sent in an application for the January 1st deadline:

Bronze – Annabelle Idega-Wong Teacher – Kathleen Suetter

*Marlaine Osgood*

## **9. i) Conference 2017**

**Viktorija Reiswich**

Committee members: Beth Olver, Viktorija Reiswich-Dapp.

Our clinicians for Music Conference Alberta 2017 October 26-28 at the Sheraton Red Deer Hotel are Stewart Goodyear (Canada) and composers Peter Rudzik, Mark Mitchell, Margaret King, Michalis Andronikou, Linda Purves and Geoffrey Bell.

Stewart Goodyear is presenting a lecture recital titled "A Journey with Beethoven" which is scheduled to take place on Friday, October 27, 4:30 to 6 pm, and a masterclass for advanced piano on Friday, October 27, 2:45 to 4 pm.

To celebrate Canada 150 and ARMTA 85 we have commissioned eight works for students of different levels and instruments, and six of them are featured in a session on Saturday, October 28, 2:45 to 4 pm. Each of the six composers, Peter Rudzik, Mark Mitchell, Margaret King, Michalis Andronikou, Linda Purves and Geoffrey Bell, will have 10-12 minutes to present their works. This will be followed by the performance of the work and a short masterclass of composer and student.

ARMTA pays clinician Stewart Goodyear \$200 for the masterclass and \$350 for the lecture recital, plus expenses including accommodation for one night. The travel costs to and from Calgary will be split between ARMTA and AMEF, with a mileage rate of \$0.35/km.

For the commissioned works ARMTA has agreed to pay each composer \$50 for attending the workshop, plus mileage at \$0.35/kilometer, plus expenses including accommodation for one night if living further away. For the commissioned work the composers received \$300 - \$425 from ARMTA.

Clinicians are able to attend the conference for free. AMEF (Alberta Music Education Foundation), ACF (Alberta Choral Federation) and ABA (Alberta Band Association) cover the facility and promotion costs.

We hope that ARMTA members will also find many other inspiring speakers at MCA 2017. ARMTA relies on sponsors to assist with the costs associated with MCA clinicians. We are continuing to combine sponsorship for clinicians at MCA with advertising needs of Tempo (see separate report). Our gold sponsors are Red Deer College School of Creative Arts, Long & McQuade, The Royal Conservatory and Yamaha Canada Music; silver sponsors are Steinway Piano Gallery of Calgary, My Music Staff and Westland Insurance; bronze sponsors are Conservatory Canada and The Personal.

Our ARMTA AGM is once again being held during MCA on Friday October 27th from 5:30 pm to 7:45 pm at the Liberty Christian Assembly (6315 Horn St#1b, Red Deer).

Looking ahead to MCA 2018, we would appreciate your feedback and suggestions for clinicians. Who would you like to see at MCA 2018?

*Viktoria Reiswich-Dapp*

## 9. j) Continuing Education

The past year has been an active one filled with events sponsored by ARMTA Continuing Education. I hope that the year to come will be even more active, so I encourage branches or individuals to contact me with proposals or ideas of what you would like to see happen in your communities! This report includes activities funded since I took on the role of Continuing Education Convenor, thereby spanning just under one calendar year, but two fiscal years. Please note that I am aware of a couple of workshop funding proposals currently in formation; these are not yet included in this list.

I would also like to investigate the possibility of making certain workshops/presentations, given live in one or two centres, accessible on video to members across the province (via webinar, YouTube Live or other options), if there is general interest for such a project.

### Fiscal year ending March 31, 2017

Michèle Wheatley-Brown, "What Every Musician Needs to Know About the Body" \$450.00  
Lethbridge, November 5, 2016 (\$250)  
Red Deer, November 25, 2016 (\$200)

Calgary, February 5, 2017 \$300.00  
Jacques Després, Debussy workshop

Lethbridge, March 3-4, 2017 \$300.00  
Keys to Piano Workshop, Krzysztof Jablonski and Deanna Oye

TOTAL ALLOCATIONS: \$1050.00

**The following events have been requested/allocated for the fiscal year ending March 31, 2018**

Magda Adamek Tour Edmonton, May 6, 2017 (\$250) Calgary, May 7, 2017 (\$250) Lethbridge, May 8, 2017 (\$250)	\$750.00
Jesse Plessis Master Class, Lethbridge, May 2017	\$150.00
Grande Prairie Music Teachers' Workshop Clinic and Master Class, May 2017 Michelle Powell, Piano Master Class and Lecture (\$150) Chris McIntyre, Guitar Master Class and Lecture (\$200)	\$350.00
Keys to Piano Workshop, Lethbridge (co-sponsored by University of Lethbridge Music Conservatory), March 2018 – request for funding greater than \$300 this year, to be considered in late fall after other proposals have been received	\$300.00 TBC
Christopher Norton Workshop, Red Deer, fall 2017	\$400.00 TBC
Video presentations for provincial dissemination	TBC
TOTAL ALLOCATIONS TO DATE:	\$1950.00

Please send any questions, ideas or proposals to me at [deanna.oye@uleth.ca](mailto:deanna.oye@uleth.ca) or call my office at the University of Lethbridge at (403) 329-2143. I look forward to working with you!

*Deanna Oye*

## **9. k) Examining Board**

### Summary of New Members for 2016-2017

Another successful year with many new and qualified applicants.

Most of the applications were straight forward, but a few needed additional information.

Piano: 2

Brass: 1

Percussion: 1

Affiliate: 5

Voice: 4

Strings: 3

Adv. Theory: 2

Rejections: 4

Applicants who were rejected just did not have the proper educational background. Vicki often asked for them to submit more documentation. One was from Europe and her documentation did not quite answer our requirements. One was asking for an upgrade from Affiliate to full but had not passed the practical. It appeared she was an excellent teacher, but should finish her ARCT practical.

We had one concern that Vicki dealt with promptly. Last spring there was a case of child abuse/pornography in the newspaper and it stated that the young man taught music lessons privately. Vicki checked our records for me and said that the individual was NOT a member of ARMTA. I was concerned as he taught music in a school full time and gave lessons part time at home.

I would like to thank Vicki Martin for all her assistance. She is always so organized and sends us applications that are ready to process. In addition, I thank the members of our group for their prompt attention to all the applications so we can quickly advise people of decisions.

In closing, I will remain as the leader of our group for one more year. So perhaps someone could start thinking about taking over next fall. I turn 75 (hmm make that 57) next summer and I am so busy, with classes (all medical classes, including Medical Neuroscience), playing at the church, adjudicating, examining, and travelling. And of course, practicing the piano and violin. But I do believe a change is always necessary in any organization. So, it gives our group one more year to find a replacement.

*Diane Ferguson*

## **9. l) Members at Large**

Ida Edwards and Jill Kotchon are the new Members at Large convenors, and will be sharing duties. The intention is to split MAL for Alberta into two groups, North and South, with Ida covering North and Jill covering South. In the next few months, they will be introducing themselves to the MAL to give them information regarding what services ARMTA can provide, e.g. competitions, scholarships, insurance, newsletters etc.

MAL will also be asked to let us know what kind of services they would like to see offered, what things they think they will use the most, etc. As we get to know them better, we will be able to provide them with more tailored support. It is our hope that eventually they will form their own branches.

To that end, Beth Olver is working on giving us information re: the benefits of forming their own branches versus remaining Members at Large.

We have also contacted Christina Kolos to ask her to set up a Facebook page for the Members at Large where we can post information and items that we feel will be useful to them. We also hope that this will provide them with a sense of community.

We have set the wheels in motion, and the next few months will be devoted to connecting with our Members at Large and providing them with as much information and support as we can.

Thank you,  
*Jill Kotchon and Ida Edwards*

## **9. m) Policies and Procedures/Bylaws**

**Sherry Ann Lynn**

## **9. n) Provincial Festival Association Liaison**

The Provincial ARMTA gives four \$200 scholarships to winners in the Provincial Festival. Each winner sent a bio and a picture which was printed in the summer TEMPO. They each receive a copy and are thrilled to have it as a keepsake of this accomplishment.

The winners this year were:

Class #702	Piano Solo-16 years and under	Joshua Wong, Calgary
Class # 924	Vocal Solo Girls-16 years and under	Samantha Scott, Medicine Hat
Class #933	Musical Theatre Solo-Ballad-16 years and under	Ivy Schnoor, Cardston
Class #312	Vera Marchuk Memorial Cello or Double Bass 16 years and under	Hechen Sun, Calgary moved to New York

Respectfully submitted,  
*Dorothea Johanson, Provincial ARMTA Liaison to the Provincial Festival*



## 9. o) Publicity

Heather Hindman

## 9. p) Social Media

We've had a social media presence since January 2016. Our numbers are as follows:

Facebook Public Profile	– 112 likes currently up from 89
	– 115 Followers
Facebook Closed Group	– 42 members up from 40
Twitter	– 15 up from 13 Followers

Our public Facebook profile has been reaching on average between 50-180 people per post so far, with the occasional post making it into the 200-500 range. We've discovered that a prepaid credit card is not accepted on Facebook as a payment method. Otherwise, our social media presence is still showing growing.

*Christina Kolos*

## 9. q) Sponsorship

Thank you to Amber Jorgenson who looked after our sponsors in 2016. As of October 9, the position remains vacant. The past president filled in for June and July when it was time to renew sponsorship plans.

There are four gold (\$400) sponsors:

- Long & McQuade Musical Instruments,
- School of Creative Arts at Red Deer College,
- Yamaha Canada, and
- The Royal Conservatory of Music;

four silver sponsors (\$200):

- My Music Staff,
- Steinway Piano Gallery Calgary (Tom Lee Music),
- The Personal Insurance Company,
- Westland Insurance Company,

one bronze sponsor (\$100)

- Conservatory Canada,
- and an additional advertiser
- Palliser Music.

Please thank them as you come into contact with them. The insurance companies are two of the companies CFMTA has arrangements with for members' discounts.

**Motion:** In recognition of the service Palliser Music provided ARMTA by publishing the eight ARMTA 85 Canada 150 commissioned works and then providing complimentary copies to ARMTA members, that ARMTA give Palliser Music complimentary sponsorship status at the silver level for the balance of 2017 and for 2018 budget years (includes live link on our website, full page ad in Tempo, their logo on printed programs at Music Conference Alberta).

*Submitted by Beth Oliver*

## 9. r) Tempo

The process of publishing Tempo in 2017 was smooth. Thanks to everyone's hard work and discipline, I received most reports and articles ahead of the deadline, which facilitated my job especially in the middle of the summer. I made an effort finding a cheaper solution for full colour printing; however despite an attractive offer given by the printer, our budget did not allow us to accept it, which I totally understand.

I was thankful to have some widely acclaimed musicians to write for us in this issue. Sylvia Shadick-Taylor's article, for example, has received good response from members. Thanks also to Vicki's work of putting the front cover in the E-news, I received instant feedback from a member-at-large saying that she would go back to read the back issues after discovering what's in this issue. Magdalena Adamek was going to write an article for us but she missed the deadline. She wrote the article for Calgary's Impromptu, but gave me permission to reprint it in the next Tempo.

For the next issue, I would like to ask board members to come up with a list of potential writers, so I can contact them in advance.

*Submitted by Lisa Ng*

## 9. s) Webmaster

### ARMTA Provincial Website Report – OCTOBER 2017

#### 1. ARMTA Provincial Website Maintenance:

We continue to use WordPress for our content management system. Our current theme is “responsive” meaning it works well with computer, tablets & phones & will automatically adjust depending which device you are using. I have been making changes & updates to the information on the website as instructed by the administrator & the past president.

**If you have a photo of something ARMTA related please email it to [web@armta.ca](mailto:web@armta.ca)**

#### 2. Public Member Profiles:

Some members have made use of the public member profiles included in our member directory. I will remind members of this feature & provide small tutorials so more members can take advantage of this.

#### 3. “I’m a member of ARMTA because...”:

I have received some photos & statements from members to be posted on the front page of the website. This will be done soon. Members can send me more photos & statements at any time to be added into the collection.

#### 4. Sample Studio Documents:

I have added a page in the member’s area called “Sample Studio Documents”. This is where you can find sample documents from other members’ studio’s including practice tips, policies, registration letters & more. Members are welcome to download & edit these documents to use in their own studios.

#### 5. Local Branches Hosted under ARMTA provincial (shared hosting):

ARMTA Provincial can host unlimited websites on their account for no additional hosting fees. This means that branches can eliminate website hosting fee from their budgets & use the money for something else. The website’s branch is only responsible for their domain name registration fee (usually \$10-\$15 per year). Send an email to [web@armta.ca](mailto:web@armta.ca) if your branch would like to do this.

#### Local branches taking advantage of this:

Edmonton Branch [www.armtaedmonton.ab.ca](http://www.armtaedmonton.ab.ca) Lethbridge Branch [www.lrmta.com](http://www.lrmta.com)

Calgary Branch [www.armta-calgary.com](http://www.armta-calgary.com) Red Deer Branch [www.armtareddeer.org](http://www.armtareddeer.org)

#### 6. Website SUB-domains: **READ THIS if your SMALL BRANCH would like a website!**

ARMTA Provincial can host sub-domains for NO additional charge, not even a name registration fee.

An example of a sub-domain is lloydminster.armta.ca

As part of my general website duties, I would be willing to set up very basic websites for smaller branches for no set-up cost. Contact [web@armta.ca](mailto:web@armta.ca) to get started.

### ARMTA Provincial Database Report – OCTOBER 2017

I have continued to help members with login problems & other database issues.

Since April 2015 we have been using a membership management system for storing our provincial member’s information called Member Find Me (MFM). [www.memberfind.me](http://www.memberfind.me)

In August 2016 Member Find Me changed its name to Membership Work (MW)s: <https://membershipworks.com/> Everything else about it is the same.

This is a subscription based service that is currently \$79 USD / month. The benefit of using a subscription based, non-custom, system is that Membership Works will continually be upgraded to meets the need of many users. We pay a small amount every month rather than a huge amount every few years so our system will not get outdated & not need rebuilding from scratch every few years.

The old database is still intact if we need to access any information that was not transferred over to the new system.

Some main features of Membership Works:

- online payment of membership fees
- mail integration with MailChimp to send formatted emails with new members being automatically subscribed to the mailing list
- our find-a-teacher page includes a map with specific locations of teachers clearly marked
- members can create directory profiles which include photos, links & any descriptive text they would like to include (like a 1-page website for every teacher of ARMTA).
- online payment for our ARMTA events
- member's only pages on our website

### **Printable Membership Cards**

We now have a printable membership card in the member's area. If you login to the member's area & click on "manage profile" you will find your membership card. There is a print button to print the card.

### **Admin Access:**

Any branch can have a Branch Admin set up to gain access to their Branch member's information & set up events for registration & online payment. So far Calgary, Edmonton & Red Deer branches are making use of this.

If your branch would like admin access contact [web@armta.ca](mailto:web@armta.ca).

### **Event List:**

Any branch can post their events in Membership Works so members can register online (& even pay online if you choose). Membership Works keeps track of registrations & payments received. You can put the registration from right on your own branch website.

Contact [web@armta.ca](mailto:web@armta.ca) if you would like to start using this feature.

*Carolyn Garritano*

## **9. t) Wellness**

I am pleased that ARMTA is taking the initiative of including Wellness as part of the resource offerings.

### **WELLNESS RESOURCES FOR MUSICIANS (ARMTA)**

#### Parameters for recommending resources

#### *Websites/Organizations*

- An organization (preferably registered, licenced) that contributes positively to musician wellness

#### *Publications*

- Published in a journal
- Authors have training, education or experience in the field
- *Individuals/Workshops/Events*
- Professional and licensed training specifically for wellness for musicians
- *Regional*
- Links to regional licensed, professional organizations within the province of Alberta

### **RESOURCES**

#### ***Alberta Resources: Find A Practitioner***

[Alexander Technique Teachers](#)

[Andover Educator](#)

[Feldenkrais Practitioner, Calgary](#)

[Feldenkrais Practitioner, Calgary](#)

[Feldenkrais Practitioner, Edmonton](#)

### **Articles/Blogs**

[The Healthy Musician Project](#)

[Becoming a Better and Happier Musician through Mindfulness and Yoga](#)

[Musicians Health Collective Blog](#)

[Prevention Tips for Playing Injuries](#)

[Science of Mindfulness and Musical Arts](#)

[Time to Talk about the Stigma](#)

### **Books**

*The Art of Practicing: A guide to making music from the heart* by Madeline Bruser (1999)

*Honing the Pianistic Self-Image; The Craft of Piano Playing* by Alan Fraser (2010)

*The Inner Game of Music* by Barry Green; Timothy Gallwey (1986, 2003)

*Playing Less Hurt, Injury Prevention for Musicians* by Janice Hogarth (2009)

*The Musician's Way* by Gerald Klickstien (2011)

*The Musician's Survival Manual: A Guide to Preventing and Treating Injuries in Instrumentalists* by R. Norris (2011, 1993)

*A Soprano on Her Head* by Eloise Ristad (1892)

*Confident Music Performance: The Art of Preparing* by Barbara Schneidermann (2008)

*The Perfect Wrong Note: Learning to Trust Your Musical Self* by William Westney (2006)

*What Every Musician Needs to Know about the Body* by Barbara Conable (2000)

*What Every (Violinist, Pianist, Trombonist, Flutist, Singer...) Needs to Know about the Body*

### **Performance Anxiety Resources**

[Peak Performance Training with Don Greene](#)

[Heather Schmidt: Performance Coaching](#)

[Dealing with Nerves and Performance Anxiety, Annie Bosler](#)

[What to Do about Performance Anxiety? By Barbara Conable](#)

[The Bulletproof Musician](#)

[The Inner Game of Music](#)

[Psychology of Stage Fright](#)

### **Journals**

[Arts Biomechanics](#)

[Medical Problems for Performing Artists](#)

### **Videos**

[Move Well. Avoid Injury](#)

[The Craft of Piano Playing, Alan Fraser](#)

[What Every Pianist Needs to Know about the Body](#)

[Freeing the Caged Bird](#)

[3D Piano with Fred Karpoff](#)

[The Taubmann Tapes \(Piano\)](#)

### **Organizations and Individuals dedicated to Physical and Mental Health for Musicians**

[Andover Educators](#)

[Artist Health Alliance](#)

[Foundations for Excellence](#)

[Alan Fraser: Feldenkrais principles for Piano Technique](#)

[Musicians Way Wellness Resources](#)

[Musicians Clinic of Canada](#)

[Structural Integration Practitioner](#)

[The Golandsky Institute \(Piano Technique\)](#)

[Well Balanced Pianist](#)

## YouTube

[Ergonomics: An Athletic Perspective to Injury Prevention for Musicians by Annie Bosler:](#)

[A Lesson with Annie Bosler to help French Horn player recover after facial injury](#)

[Music is Motion: Body Mapping for Musicians](#)

[Warm up Routine for Musicians](#)

*Michèle Wheatley-Brown*

## 9. u) Young Artist Tour

**Debbie Gallant**

## 10. BRANCH REPORTS

### 10. a) Calgary

President: Alicia Romero

Past President: Michelle Everett Faunt

1st Vice President: Lisa Kiernan

2nd Vice President: Ivea Mark

Secretary: Nathene Arthur

Treasurer: Sharon Carne

ARMTA Board Rep 1: Melodie Archer

ARMTA Board Rep 2: Nathene Arthur

CFMTA Delegate: Beth Olver

Webmaster: Lindsay Inkster

LINK to see all other Officers: <http://armta-calgary.com/contact/executive-directory/>

Since January 2017 we have been busy:

1 We held our AGM on March 13th, with guest speaker Karen King “The Trooper and the Terminator: Comparing motivation between continuing and drop out piano students” (topic of her Thesis). By 45 minutes in, there was no quorum, so the meeting was adjourned. We did present long term Membership Awards to Roberta Stephen (50 years) and Carol S Moore (40 years). The other (six) Provincial Awards were all delivered by August.

2 Our (actual) AGM was held May 15th, with full quorum. During the AGM, we revamped our rules for quorum, and elected our new ARMTA Calgary Executive. We acknowledged that our current membership is growing with 16 new members welcomed at the May 15th GM. Our total (voting) membership as of March 13th was 187.

3 Events the past nine months have included:

- North & South Student Recitals, Honours Recital, Outstanding Student Recital
- Professional Development - workshops and speakers including Jacques Després, Karen King, Heather Blakely, Dr. Magda Adamek, etc.
- Third annual “Music Marathon” held (indoors) in May was fun and well attended
- Produced the Spring 2017 and Fall 2017 Impromptu Magazine
- Piano Pedagogy Group (PPG) is thriving
- Supported the C3, CASSA, Contemporary Showcase, Calgary Performing Arts Festival and the CFMTA Young Artist Tour

- Executive meetings on Robert's Rules (spring) and a one-day September Executive Board workshop, facilitated by the Alberta Culture & Tourism Board Development Program. We are building our Board to know our goals, mission and purpose.
- Financial Need Scholarship for Students, and Teacher Continuing Education Scholarships are well received and appreciated.

*Nathene Arthur*

## **10. b) Edmonton**

We had a busy year in 2016-2017 even though we operated without a president and vice-president. The executive members all participated in leading monthly meetings and performed their tasks in an exceptional manner. And we had the wise advice of our past president to help us.

The new executive committee elected at the AGM in June 2017 consists of:

Co-Presidents: Judith Amman and Rosemarie Horne Vice-President: vacant Past President: Deborah Gallant  
Secretary: Margaret King  
Treasurer: Jessica Ginn

The list of the convenors is found on the Edmonton Branch website.

The June AGM was a combination of business and celebration. We celebrated the 85th anniversary of our branch as well as Canada 150. Longtime members were honoured, Dr. Lillian Upright poignantly spoke on what ARMTA has meant to her, and displays were set up with historical mementos.

Dr. Milton Schlosser of Augustana Faculty has been designated to receive the branch's 2017 Exceptional Service Award for contributions to our branch.

Continuing Education workshops this year included topics on performance anxiety presented by Faye Stollery, student creativity and composing by Cameron Watson, and two workshops by Magdalena Adamek on teaching young children phrasing and tone and facilitating collaborative playing. In October of 2017, we began this year's workshops with a very informative presentation by Dr. Alexandra Munn on Classical style and sonatina playing.

Our usual events were held which included the monthly theory eludes, student recitals, the Canada Music Week recital in November, the Membership Appreciation Gathering in February, the Northern Alberta Concerto Competition in January, the Clementi Project in February, and the branch awards recital in December.

The NACC winners this year were both in violin., Gabrielle Després (senior) and Jack Forestier (junior).

An exciting new venture this year is our new Pedagogy group, convened by Christina Kolos. This is a new interpretation of the former STAFF club.

We are also excited about the new collegiate chapter in formation at the U of A.

In January we were pleased to host the Edmonton segment of the Young Artist tour, featuring our very own Louisa Lu.

Thank you to all the executive and members for a productive year.

Respectfully submitted,  
*Deborah Gallant*  
*Naomi Parker*

## 10. c) Grande Prairie

The Grande Prairie branch of ARMTA consists of approximately five members. They are Kathy Seppala, (former treasurer), Beth Peters (Secretary), Gwen Bartek (Vice-President) and Carmen Gorgichuk (President). (Dustin Anderson is currently finishing his second year of Masters of Music, Performance and Musicology at University of Victoria. Although he still participates in our group, he is doing a lot of traveling and will resume his membership upon completion.) As well, Tina Alexander Luna, vocal faculty instructor at GPRC, has prepared her documents for ARMTA designation and will be apply this fall.

Our larger teacher's group is under the umbrella of GPMTA (Grande Prairie Music Teachers Association) and is inclusive of all other music teachers in Grande Prairie who pay fees to other professional associations such as Choir Alberta, NATS, ASA or APTA. We charge a minimal yearly fee of \$10.00 for membership to GPMTA and all our members are welcome to attend meetings and our workshops. There were 10 members in GPMTA in 2016-17. ARMTA specific issues are voted on by our ARMTA members. GPMTA is inclusive of teachers who teach piano, voice, guitar, pedagogy, and theory. Two of our voice instructors are prominent choral conductors in the community.

At the last ARMTA budget meeting, our branch was pleased to receive monies to support a local workshop. We held our first guitar and piano workshop May 13, 2017.

Chris McIntyre, a talented guitarist, composer, audio producer, performer and teacher, conducted the morning session. Guitar master classes were held as well as a session on using recording technology in music teaching, which was very enlightening.

<http://www.chrismcintyre.ca/>

The afternoon session was held at the Collins Recital Hall with Michelle Powell. The piano master class was for students of all ages and our group was privileged to use the new 9-foot Model D Concert Steinway piano for the performances courtesy of the Fine Arts Department of GPRC. She also did a session on stage fright and dealing with nerves in performance. Michelle is a graduate of Masters in Piano Performance, University of Montreal. She is a former alumni of our Conservatory program at GPRC, who studied with Carmen Bartel. It was exciting to welcome Michelle back to Grande Prairie as a guest clinician as she currently resides in Eijsden, Netherlands.

We are currently planning another workshop for late fall or early 2018. We truly appreciate the support from our ARMTA colleagues and look forward to many future collaborations with you.

*Carmen Gorgichuk,*

## 10. d) Lethbridge

Executive 2017/18: President – Christine Rogers; Vice-President – Brenda Lockmuller; Secretary – vacant; Treasurer: – Karen MacDonald; Corresponding Secretary – Mary Lee Voort

The branch currently has 25 members. We sent out invitations and information to teachers in our area and have a number of new and returning members this fall.

A Practise-a-thon was held February 6th to 11th, 2017 to raise money for the Lethbridge Branch Awards Program. The total amount raised was \$3542! Our most successful one yet!

The 4th annual Keys to Piano workshop took place on March 3rd and 4th, 2017 presented by The Lethbridge Branch in collaboration with the University of Lethbridge Conservatory of Music. The workshop featured clinicians

**SATURDAY  
MAY  
13**

The Grande Prairie Music Teachers' Association &  
The Alberta Registered Music Teacher's Association present:

### WORKSHOP FOR GUITAR AND PIANO

**Chris McIntyre, guitar**

**9:00am - 12:00pm**  
St. Paul's United Church  
10206 - 100 Avenue

9:00 - 10:30: Guitar Masterclass  
10:45 - 11:30: Discussion: *Technology in the Teaching Studio*  
11:30 - 12:00: Performance

**12:00 - 1:00**  
Break

**Michelle Powell, piano**

**1:00pm - 3:30pm**  
Grande Prairie Regional College - Room L106  
10726 - 106 Avenue

1:00 - 2:30: Piano Masterclass  
2:45 - 3:30: Discussion: *Performance Anxiety and Stage Fright*

GPMTA members:  
**\$50.00\* for workshop**  
Non- GPMTA members:  
**\$30.00\* per session / \$60.00\* for both sessions**

For more information email: [gbartek@gprc.ab.ca](mailto:gbartek@gprc.ab.ca)  
\*Cash or cheque only.

**ARMTA  
GPRC**

Dr. Deanna Oye and Dr. Krzysztof Jablonski from the University of Lethbridge. This exciting event included a Friday evening presentation for teachers, and Saturday masterclass sessions in which students performed and received comments and direction from the clinicians. Between the morning and afternoon Saturday sessions, Dr. Oye and Dr. Jablonski performed a program of Haydn and Chopin. Fifty teachers and students from Southern Alberta participated. The Lethbridge Branch is grateful for the support of ARMTA Continuing Education.

A spring recital was held on March 18th at the Lethbridge Public Library. Andy Sun, an ARCT student of member Linda Dickey, performed as guest artist. Practise-a-thon prizes donated by community members and organizations for the most money raised and the most time practised in 4 age categories, were presented at the conclusion of the recital.

The Lethbridge Branch with the support of ARMTA Continuing Education hosted a wonderful workshop with Magda Adamek on May 8th. Once again, the Lethbridge Branch is very grateful for the support of ARMTA Continuing Education.

With support from the University of Lethbridge Department of Music, our final general recital took place May 27th in the Recital Hall at the University of Lethbridge. 17 pianists and 1 violinist participated.

Once again with the support of ARMTA Continuing Education, students worked with pianist, Jesse Plessis in a masterclass on May 13th. Adult students met for an informal gathering to share their music in a supportive atmosphere at the home of Betty Jo Radley on June 3rd.

The branch hosted the RCM examiner in a luncheon on June 12th.

Christine Rogers gave a short ARMTA presentation to University of Lethbridge Music Students at their orientation meeting on September 6th.

On October 2 an international team of musicians' health researchers gave a presentation at Lethbridge Long and McQuade, entitled: Musicians' Health and Wellness: Optimizing performance and teaching.

The branch is looking forward to activities including a workshop on October 26th with Christopher Norton and our annual Canada Music Week Recital and Awards Presentation which will combine a Canada 150 Celebration on November 25th.

Every month during the teaching term the Lethbridge Branch holds a Coffee and Conversation get-together at the home of member, Linda Davies.

*Prepared by Christine Rogers, President, Lethbridge Branch of ARMTA*

## **10. e) Medicine Hat**

**Betty Bischke**

## **10. f) Red Deer**

We have a very active STAFF group (Student Teacher Advancement for the Future) which continues to meet for monthly meetings starting in September and ending in June. Each month features a special speaker or workshop and also includes a business meeting. This group meets under the capable and dedicated direction of ARMTA member, Joyce Emms. The first meeting was held in conjunction with the RCM theory workshop. A trip to the Bell Music Centre in Calgary was scheduled and ARMTA member Dr. Ted Isenor presented his topic on "How to Introduce Students to Intermediate and Advanced Technical Elements" and he also highlighted "How to Teach Students to Practice". This was a most informative presentation. The "The Benefits of Vocal Skills to Help with Ear Training" was presented by ARMTA member Teresa Allred. Everyone enjoyed Teresa's topic and it offered many ideas to the members. The STAFF group planned their own Student Recital in February 4th at 2:00 p.m. at Red Deer College. Along with 23 performers who entertained with selections on the piano and violin, there was an award presentation made to three students who achieved marks over 80% in their exams, which STAFF raised for the funds for. ARMTA member Dr. Dale Wheeler did a presentation on pedaling and he focused on teaching students at the RCM Preparatory B to Level 4 range. He also did touch briefly on pedaling for different periods of music styles. Everyone was very interested in this topic and so much was covered and discovered that Dale was invited to return and expand on this topic next year. Annette Bradley gave a presentation on Piano Ensemble Music. After a presentation of her method of assisting students with duets, trios and piano duos, she expanded the scope of the attendees by introducing them to multiple electronic keyboard arrangements that are arranged or



composed to create a fuller orchestral sound. It was a fun interactive session and everyone took part as there were enough keyboards and extras brought to involve everyone. None of the dozen in attendance had experienced it before. Annette and heard and witnessed it years ago at a MTNA Conference in Seattle. The some the guest speakers also presented last year, at the ARMTA Branch meetings as well.

Red Deer ARMTA Branch and STAFF Group continues to send students to fill three evenings of the Evening of Entertainment featuring ARMTA and STAFF members at the Red Deer Hospital three times a year. We continue to offer a scholarship awards program for students earning the highest marks in their practical and theoretical examinations. In order to continue to raise funds, we held another Student Scholarship Fund Raising Recital this year, where members could send up to two students who were in the Level 8 or higher. This proved to be successful in April of last year but after running it two years in a row, we have decided to take a break from it this year so as not to cause our guests to grow weary in an annual event. The Branch is thinking of other fundraising ideas to raise funds in the 2018-19. The events for this upcoming year are still in the planning stage. Our former branch president Deb Protsack announced in May, that she was moving away from Alberta. This left us scrambling as we didn't have a vice-president to step in next. With this being the case, our former executive rearranged their positions, others retired their positions and our Treasurer Ruston Vuori stepped directly in Presidency! We are grateful to everyone and especially Ruston. With such a change in Executive, we are still working on plans for the forthcoming events for the 2017-18 year.

Our new Executive for the 2017-18 Year is:

President - Ruston Vuori

Vice-President - Annette Bradley

Secretary - Treena Baker

Treasurer - Peter Fielding

Events Coordinator- Estelle Carpenter

STAFF Group Coordinator - Joyce Emms

Webmaster - Charis Reich

Provincial Rep - Annette Bradley

*Submitted by Annette Bradley*