

**Alberta Registered Music Teachers' Association  
Profit & Loss Budget vs. Actual**

**2020-2021**

	Requested	Requested By	Notes/Rationale	Final Budget	Notes on Final
<b>Income</b>					
Advertising Income	75.00		last 2 years actual	75.00	
Conference Income	40.00		last 2 years actual	40.00	
Donations	0.00		expect nothing	0.00	
Interest Income	790.11		GIC interest: 12531 x 2.1% + 20665 x 2	790.00	
Membership Income	72,265.00		456 current members (3/4 earlybird, 1/4	72,265.00	
<b>Projects Income</b>					
CFMTA Student Composer Comp.	600.00	Christine	same as last year	600.00	
Piano Competition	150.00		3 entries	150.00	
String Competition	0.00		not running this coming year	0.00	
Vocal Competition	250.00		5 entries	250.00	
<b>Total Projects Income</b>	<b>1,000.00</b>			<b>1,000.00</b>	
Sponsorship Income	2,800.00		based on current sponsors but Gold lev	2,800.00	
<b>Total Income</b>	<b>76,970.11</b>			<b>76,970.00</b>	
<b>Expense</b>					
<b>Administration</b>					
Administrator Contract	10,920.00	Vicki	from \$880 to \$910/month = 3.4% cost o	10,920.00	make a bigger note about e-transfers on next renewal
Bank & Service Fees	1,520.00	Vicki	based on 2018-2019 actual with branch	1,520.00	reminder
Computer Expenses	250.00	Vicki	depreciation on computer	250.00	
Mileage	40.00	Vicki	rather less without weekly mailbox runs	40.00	
Office Supplies	600.00	Vicki	same as last year	600.00	
Post Office Box	0.00	Vicki	no longer needed	0.00	
Rent	600.00	Vicki	administrator office	600.00	
Telephone and Fax	384.00	Vicki	\$32/month	384.00	
<b>Total Administration</b>	<b>14,314.00</b>			<b>14,314.00</b>	
<b>Advertising &amp; Publicity</b>					
Social Media	100.00	?	Facebook advertising	100.00	\$100 APTA Session sponsorship; \$125 ad in MCA program; \$50 to PianoFest; \$650 general promo materials (pencils, business cards, paperclips, magnets? Up to the convenor)
Advertising & Publicity - Other	925.00	?	\$1405 in 2019 = \$100 APTA Session sp	925.00	
<b>Total Advertising &amp; Publicity</b>	<b>1,025.00</b>			<b>1,025.00</b>	
<b>Board Expenses</b>					
<b>AGM Expenses</b>					
Hotels	950.00		using actual averages		
Meals	100.00		using actual averages		
Travel	800.00		using actual averages		
<b>Total AGM Expenses</b>	<b>1,850.00</b>				see Board Meetings Travel & Meals as the AGM & Board meetings are combined

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<b>Board Meetings Travel &amp; Meals</b>					
Catering	300.00		Oct in person; Feb by Zoom		
Hotels	0.00		included in AGM expenses	1,408.00	
Meals	0.00		included in AGM expenses	650.00	
Travel	0.00		included in AGM expenses	2,457.00	
<b>Total Board Meetings Travel &amp; Meals</b>	<b>300.00</b>			<b>4,515.00</b>	see Board Expenses worksheet
Conferencing	0.00		Zoom included in Google for Non-Profit:	0.00	
Directors Insurance	960.00			960.00	
Meeting Room Rental	175.00			175.00	
Board Expenses - Other	0.00 ?		board development resources?	0.00	
<b>Total Board Expenses</b>	<b>3,285.00</b>			<b>5,650.00</b>	
<b>Member services</b>					
CFMTA Delegate Expenses	300.00		meals at CFMTA meetings	300.00	
CFMTA Dues	16,872.00		456 current (un-retired) members x \$37	16,872.00	
<b>Conference/AGM</b>					
Catering					
Meal payments	-300.00			-300.00	
Catering - Other	1,140.00		+\$300 for room rental	1,140.00	
<b>Total Catering</b>	<b>840.00</b>			<b>840.00</b>	
Conference Registrations	325.00		Conference Convenor at MCA; probably	465.00	\$325 conference fees, \$20 per day parking, \$50 per day per diem
Printing, Postage, and Supplies	100.00	Viktoria	same as last year	100.00	
Sessions & Seminars					
Clinician Travel Expenses	1,200.00	Viktoria	same as last year	1,200.00	
Session Honorariums	800.00	Viktoria	same as last year	800.00	
Sessions & Seminars - Other	250.00	Viktoria	same as last year; tech costs	250.00	
<b>Total Sessions &amp; Seminars</b>	<b>2,250.00</b>			<b>2,250.00</b>	
<b>Total Conference/AGM</b>	<b>3,515.00</b>			<b>3,655.00</b>	
<b>CFMTA Conference 2021</b>				1,500.00	discounts for ARMTA members to attend; details to be worked out at October 2020 board meeting
<b>Directory</b>					
Directory Postage	370.00	Vicki	prior year actual	370.00	
Directory Printing	270.00	Vicki	prior year actual	270.00	
<b>Total Directory</b>	<b>640.00</b>			<b>640.00</b>	
<b>Honoraria &amp; Gifts</b>	200.00	Vicki	\$150 milestone certificates, framing, €	200.00	
<b>Insurance</b>	18,240.00	Vicki	456 current (un-retired) members x \$40	18,240.00	
<b>Members Postage</b>	450.00	Vicki	prior year actual	450.00	
<b>Membership Renewals Postage</b>	300.00	Vicki	2018 actual; 2019 not spent yet	300.00	
<b>Tempo</b>					
Editor Honorarium	500.00	Lisa	same as last year	500.00	

## Alberta Registered Music Teachers' Association Profit & Loss Budget vs. Actual

**2020-2021**

	Requested	Requested By	Notes/Rationale	Final Budget	Notes on Final
Postage	500.00	Lisa	including cost of addiitonal pages	500.00	
Printing	570.00	Lisa	including cost of addiitonal pages	570.00	
<b>Total Tempo</b>	<b>1,570.00</b>			<b>1,570.00</b>	
<b>Website and Database</b>					
Webmaster Contract	1,000.00	Carolyn		1,000.00	
Website Hosting	1,310.00	Carolyn	\$108/month for MembershipWorks + \$1	1,310.00	
<b>Total Website and Database</b>	<b>2,310.00</b>			<b>2,310.00</b>	
<b>Total Member services</b>	<b>44,397.00</b>			<b>46,037.00</b>	
<b>Partnerships</b>					
Alberta Music Festival Assoc.	800.00	Vicki/Judith	it's not going to work to use the Recogn	400.00	two prizes in vocal and piano; move category to Scholarships instead of Partnerships
CASSA Musical Arts	500.00		tradition	500.00	
<b>Total Partnerships</b>	<b>1,300.00</b>			<b>900.00</b>	
<b>President's Expenses</b>					
CFMTA President Visit	500.00	Vicki	this is the year to invite the CFMTA pres	0.00	CFMTA president will be at CFMTA 2021 conference
Conference Registrations	325.00			325.00	
General	50.00	Nathene		50.00	
Visits to Branches	400.00	Nathene		400.00	
<b>Total President's Expenses</b>	<b>1,275.00</b>			<b>775.00</b>	
<b>Projects</b>					
ARMTA Recognition Fund Donation	200.00		tradition: \$100 each in honour of Servic	200.00	
Collegiate Chapters	150.00	Marlaine		150.00	
Commissions	0.00		remove category from budget	0.00	
Community Service Certificates	50.00	Marlaine		25.00	
Continuing Ed./Travelling Work.	3,000.00	Deanna		3,000.00	
Piano Competition	1,500.00	Alison		1,500.00	
Recognition Fund Postage	150.00	? Judith		100.00	
Strings Competition	0.00		not this coming year	0.00	
Student Composer Competition	1,200.00	Christine	same as last year	1,200.00	
Vocal Competition	1,500.00			1,500.00	
<b>Total Projects</b>	<b>7,750.00</b>			<b>7,675.00</b>	
<b>Scholarships</b>					
Continuing Education Scholarshi	1,000.00		approved in principle but not yet awarde	1,000.00	
<b>Total Scholarships</b>	<b>1,000.00</b>			<b>1,000.00</b>	
<b>Total Expense</b>	<b>74,346.00</b>			<b>77,376.00</b>	
<b>Net Income</b>	<b>2,624.11</b>			<b>-406.00</b>	

currently has no convenor

needs discussion

**ARMTA Recognition Fund Scholarship February 2020 Budget Recommendations**  
 Report to ARMTA Provincial Board

Recommendations below are indicated as follows:

- Black** is unchanged from past budgets and may not require (much) discussion
- Red** is for changed or new items that may require discussion - board approval
- Blue** is for funds that have been in place but have not been accessed.

Projects	2019-20	2020-21 Recommended	2020-21 FINAL	
<b>Biennial Awards</b>				
Piano Competition \$4,000 (The piano judge gave two 3 <sup>rd</sup> Prizes of \$500 each)	\$4,000	\$2,000	\$2,000	annually
Dorothy Buckley Prize for Best Canadian	\$250	125	125	annually
<b>Marek Jablonski Prize for Best ???</b>	<b>\$500</b>	<b>250</b>	250	annually renamed to Romantic...
Provincial Voice Competition \$4,000 <b>Prize for Best Vocal of ????? in \$500</b> ARMTA offers a "surprise award" of \$200 for competitors who do not place in the top 3. This is NOT advertised in advance.	\$3,500	\$2,000 250	\$2,000 250	annually annually to align with CFMTA prize whether finalists should be limited to 3 at next board meeting
Provincial String Competition PRIZE MONEY 2019 not used	<b>\$2,000</b>	<b>\$500</b> \$2,000	\$500 \$2,000	annually incentive
CASSA (Calgary Arts Summer School) Scholarships	\$300	\$300	\$450	divided as CASSA would like - probably 3 x \$150
Provincial Awards to the Branches <b>Calculated at \$750 each for Small Branches \$1,000 each for Calgary and Edmonton</b>	\$4,800	\$5,750	\$5,750	not including \$200 balance carried forward from Calgary
Student Composer Competition Awards	\$900	\$900	\$900	
Bursaries (Needs Based) max.	\$8,000	<b>\$8,000</b>	\$8,000	
ARMTA Pedagogy Scholarships	\$2,000	\$2,000	\$2,000	
<b>Contemporary Showcases</b>	\$600	<b>\$900</b>	\$900	to include Red Deer if their CS goes ahead
<b>TOTAL RECOMMENDED SPENDING(NON CFMTA Competition YEAR)</b>		<b>\$24,975</b>	<b>\$25,125</b>	

The current balance of the ARMTA Recognition Fund is \$52,279.47. The balance in Feb. 2019 was \$58,806.47. I see the fact that the balance is going DOWN by \$6,000 as a good thing. ARMTA is awarding more Piano and Voice competition prizes. Initially, that was the entire reason for the creation of this fund. At some stage, one would hope that there will be less call for Needs Based Bursaries in Alberta.

If the Rusconi funding changes, spending will have to reflect that. **Donations this year were:** Rusconi fund:\$18,440 Other donations: \$750

## BOARD EXPENSE BUDGET

Includes all reps (including 1 MAL Convenor) at one board meeting and AGM in conjunction in Edmonton  
 1 night hotel for AGM (2 for those travelling over 300 km); 1 night for board meeting with board meeting expenses; 3 nights total for meeting & AGM for those travelling over 300 km

### Board Expenses

#### Board Meeting & AGM Expenses

Edmonton

#### Hotels

3 nights/board member travelling  
 over 300 km, 2 nights all others

#### Rate per night

176

Lethbridge	264
Calgary (x3)	264
Edmonton (x4 including administrator)	0
Red Deer	176
Grande Prairie	264
Medicine Hat	264
President (Ft McMurray)	0
MAL (Athabasca)	176

**TOTAL HOTELS** 1,408

#### Meals

50	# people	# of days	maximum of \$50 per day with receipts
Lethbridge	50	1	3
Calgary (x3)	150	3	2
Edmonton (x4 including administrator)	200		
Red Deer	50	1	2
Grande Prairie	50	1	3
Medicine Hat	50	1	3
Vice President (Ft McMurray)	50	1	2
MAL (Athabasca)	50	1	1

**TOTAL MEALS** 650

#### Travel

Lethbridge	352
Calgary (x3)	419 2 vehicles
Edmonton (x4 including administrator in 2 vehicles)	0
Red Deer	109
Grande Prairie (flight to all but Edmonton)	321
Medicine Hat	370
President (Ft McMurray) (flight)	304
MAL (Athabasca)	103

Parking (\$20/day x 12) 480

**TOTAL TRAVEL** 2,457

#### Total Board Meetings Travel & Meals

4,515