



ARMTA PROVINCIAL BOARD MEETING

Saturday, February 22, 2020 9:00 am – 1:00 pm via Zoom

Saturday, February 29, 2020 1:30 pm – 5:00 pm via Zoom

MINUTES

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

1. CALL TO ORDER

SATURDAY, FEBRUARY 22 at 9:02 AM

2. WELCOME AND INTRODUCTIONS

PRESENT: Kimerica Parr (President), Marlaine Osgood (Past President), Nathene Arthur (Vice President), Rosemarie Horne (Edmonton rep), Judith Ammann (Edmonton rep substitute and Recognition Fund Convenor), Barbara Robertson (Calgary rep), Rita Thurn (Calgary rep), Annette Bradley (Red Deer rep), Tamara Bowie (Lethbridge rep), Sheryl Schnare (Medicine Hat rep), Vicki Martin (Administrator), Chrysanthema Pashunkova (String Competition Convenor, 9:00 – 9:45 am), Beth Olver (Bylaws/Policies & Procedures, 9:00-10:45 am).

ABSENT: Dustin Anderson (Grande Prairie)

3. CONSENT AGENDA

- a) Agenda for February 22 & 29 board meetings
- b) Minutes of the October 19 & 27 board meetings
- c) [Business completed by email voting](#)
- d) [Executive Reports](#)
- e) [Convenor Reports](#)
- f) [Branch Reports](#)

AMENDMENT: String Competition, VP Nominations, moved to the top of the Agenda. Policies & Procedures and Post-secondary schools' outcome-based funding put together so that Beth Olver can address both.

MOTION: To adopt the consent agenda as amended.

MOVED: Sheryl, Rosemarie **ALL IN FAVOUR CARRIED 20-B02-M01**

4. BUSINESS

- j) String Competition

Chrysanthema has put together a brochure and repertoire, but it hasn't been sent to the board yet. She will forward it so that we can take a look at it before the next meeting on Saturday the 29th and discuss it then. We are looking at the first competition taking place in March 2022.

- g) VP Nominations

Edmonton is willing to open VP nominations to anywhere around the province, partly because of the difficulty finding executive members for their branch and particularly because they are also busy with planning the CFMTA 2021 conference. Board reps are not necessarily representing their centre, but the entire province. Both the Calgary branch and Kimerica would like to have Edmonton represented, so Edmonton will continue to search for a representative who would be willing to let their name stand for nomination as VP.

a) [Vulnerable Sector Checks](#)

The board confirmed that we will be consistent on requiring a Vulnerable Sector Check, not an Intervention record Check. Even 80-year-old members will need to provide a check so that we are consistent with all our members. Age should not be an issue. We are still comfortable with sending in a copy and not insisting on originals and updating checks every five years. Compared to other organizations, different school districts have varying lengths of time for requiring updated checks, from only on hire to every three years.

b) [CFMTA Conference 2021](#)

i. [NoSoLo](#)

Judith had one tiny thought of how a branch might do a fundraiser for the CFMTA conference. If you want to use this idea, go with it; if you have a different idea, go ahead!

Edmonton Branch would like to know that they have support from the branches because they can't do it all on their own. Noa Kageyama is a big name that they are bringing in, but it comes at a cost, as do venues and coffee breaks and everything related to the conference. Any financial aid that a branch can bring in would be appreciated, but we also need to be raising awareness in the branches and encouraging participation by members registering to attend.

c) [Tuition Tax Credit receipts](#)

Barb reported that there have been students in Calgary who have both successfully claimed their music lessons as tuition and others who have had their claim audited and denied.

Marlaine will take this to CFMTA to get a consistent, nation-wide recommendation.

d) [Aurora's concerns](#)

Kimerica did not close the voting on the non-discrimination policy because the last points raised during the voting were worth discussing.

ii. [Non-discrimination policy](#)

How do we define "discrimination"?

How is it determined if discrimination has occurred?

What is the process to report discrimination? What are the repercussions?

With the statement being this specific, could it impact our ability as individual teachers to decide who we take on as students? Could our refusal to take on a student be interpreted as being discriminatory?

These are good questions, and once we have a policy in place, we would need to put a committee in place to work through further details.

Sheryl's concern is primarily with the teacher's right to refuse a student. For example, if a student with disabilities came and you didn't feel equipped to take it on, would it be considered discriminatory to turn them down? If there was someone else to refer to, it would not be an issue, but in small communities, there often isn't someone to refer them to. Ida has taught lessons to students with disability and feels there is a difference between whether you consider yourself a music teacher or whether you are doing remedial work when they are coming for the joy of music.

Would there be a way to include the right of refusal in our policy? For example, a teacher may want to turn away an adult student because they only teach children which could be interpreted as age discrimination, or turn away a student who hasn't been paying you regularly, which is not the same as discrimination based on socioeconomic background.

Perhaps what we need to say is that each ARMTA member needs to make it clear what the parameters of their acceptance or capability are in their studio, while being careful that they don't set themselves up to violate it by making exceptions.

Our code of ethics does already cover that we do not discriminate for any reason. Several members felt that we should consult a lawyer before establishing an additional non-discrimination policy.

One suggested change is possibly, "Membership in ARMTA is inclusive and does not discriminate based upon..."

MOTION: To remove the non-discrimination policy.

MOVED: Barb, Ida

Further discussion: Rosemarie thinks and it is generally agreed that the original proposed policy works when applied to the organization and membership in our organization, but we need to refine the wording to make this clear.

ALL IN FAVOUR CARRIED 20-B02-M02

We would like to set up a committee to put together an alternate policy. We can borrow and steal from other organizations. Sheryl and Beth Olver will work together to put together a proposed policy by April 22. Vicki will forward it to the board to discuss it by email, and we may also have a separate Zoom meeting to discuss this.

iii. [Protocol for bringing concerns forward](#)

Regardless of whether we have a non-discrimination policy or what it states, if anyone has any concern about members breaking our code of ethics, we need to put a procedure in place for how to bring the issue forward. It has to be simple, as the protocols for school teachers to bring concerns forward are quite complex and our organization is not large enough to handle them in the same way.

Sheryl and Beth will also address these procedures as they work on the non-discrimination policy.

e) [Policies & Procedures manual updates](#)

POLICIES & PROCEDURES

AGREED: Recommended change: 2 "Is a member of the Canadian Federation of Music Teachers' Associations upon becoming a member of the Alberta Registered Music Teachers' Association (1982). An Affiliate member ~~may vote at the national level, but~~ may not hold a national office."

AGREED in principle, but wording needs more clarity:

4. Retired Members are members of CFMTA but do not receive insurance coverage. They will receive a digital subscription to The Canadian Music Teacher Magazine. A print copy is available with payment of current print subscription fees.

AMENDMENT TO:

VS Checks

Retired Member

5. Is exempt from the requirement to maintain a Vulnerable Sector Check on file with ARMTA ~~that is no more than five years old.~~

AGREED to everything else under Vulnerable Sector Checks.

AGREED: To use "presentation" in "is a provincial award which may be awarded annually at the ARMTA Provincial AGM and when possible, at the Music Conference Alberta Awards luncheon ~~function or~~ presentation."

CHANGE: IV Board of Directors – General Duties 1. The Board of Directors determines the duties, ~~honoraria~~ and conditions of service of the Board Members:" Changed to: "The Board of Directors determines the duties, honoraria and conditions of service of the convenors."

AGREED:

Branch Representative (Board Member)

GENERAL DUTIES:

13. Upon end of term, advise the Past President of the replacement ~~appointment~~ elected or appointed branch representative.

AGREED: Existing Convenors and Standing Committees are listed below.

AGREED: 1. The Bylaws state that there must be one Annual General Meeting. When possible, this should be held in conjunction with the Annual Conference. Members must be notified in ~~print~~ 21 days prior to the meeting.

AGREED that the board review expenses for board members at meetings. It can be discussed at the board budget meeting.

WORK ON: AGREED that Beth develop a proposal for Meetings and Voting under Part IV Board of Directors. Recommended change: Part VI may be better named "Annual General Meetings and General Meetings". General meetings would be meetings of all of ARMTA, and there would be a separate section on board meetings. It doesn't come up very often but there can be an emergency need for a meeting.

AGREED: that all job descriptions say "any templates and documents"

AGREED: "Members shall be responsible for submitting the Provincial portion and, where applicable, the branch portion of membership fees to the Provincial Administrator, cheques postmarked not later than April 1st, or electronic payments received by April 1st.

WORK ON: "Members shall be responsible for submitting the Provincial portion and, where applicable, the branch portion of membership fees to the Provincial Administrator, cheques postmarked not later than April 1st, or electronic payments received by April 1st." The proposed change should also include CMT fees

AGREED to remove "A balanced budget shall be presented each year."

AGREED: XIV. BRANCHES

2 ~~New~~ Branches shall elect one Board Member for every 100 Branch members to serve

AGREED:

B. TREASURER:

GENERAL DUTIES:

7. Provides ~~four~~ three financial reports to the Board each year (February/June/~~September~~/October Board meeting & AGM).

AGREED:

Tempo Magazine Editor:

GENERAL DUTIES:

1. Arrange content and advertisements in alignment with the layout for each edition. The Editor may use any publishing program that meets the requirements. The length of the newsletter should be kept to a ~~maximum of 28 pages~~ whenever possible (allows for savings in postage) and a maximum of 32 pages. A draft is sent (via email) to both the President and Administrator for proofreading and approval prior to printing.

6 Select the printing company (based on quality of printing and enabling the ARMTA Administrator to receive the printed copies for distribution). ~~A charge account at the print shop is preferable.~~

~~10. If acting as Sponsorship Convener, provide the Administrator with a copy of the invoices and a summary of advertising details for the purpose of calculating the percentage owed to the Editor~~

AGREED: Bursary and Scholarship Committee Convener (without brackets)

AGREED: Recommended change: delete General duties 1 Chair a committee of three members if bylaw changes are required.

AGREED: Recommended change: Notify the ARMTA Administrator of proposed revisions to the Bylaws at least 45-60 days before the Annual General Meeting.

AGREED: Recommended change: The name for this convenor be Piano Competition Convenor.

CHANGE "Approval Date" to "Date Last Revised" or "As Revised On" or something to that effect, reflecting that it shows the date the it has been approved by both the board & the convenor.

AGREED: To eliminate "Benefits to the Volunteer" section from all job descriptions without anything listed.

WORK ON: AGREED to have Beth work on separating Examining Board Convenor from Examining Board Committee job descriptions

BYLAWS

Observation: This section is copied in the P & P. When P &P part IV is reviewed, we should consider whether to simply refer to the bylaw part V, or, continue to repeat those points in the P & P Part IV.

We would like to have it repeated in both.

MODIFIED RECOMMENDATION:

III. OFFICERS

The officers of ARMTA shall consist of President, Vice-President, Past President and Provincial Administrator. The ~~Board of Directors~~ President and Vice-President shall be elected by majority vote at the Annual General Meeting. A secret ballot may be called for if deemed necessary.

In order to facilitate good representation from around the province, preferably the incoming Vice-President will be selected in rotation from Calgary, Edmonton, and the small branches (including MALs). Beth will review this further. This change would need to be consistent in both bylaws and P&P since it is in both.

AGREED: Recommended change that if other amendments are made to the Bylaws, we add registrar to the administrator's role.

WORK ON: Beth will look at "all monies shall be paid by cheque", Perhaps "all payments must be authorized by two signing authorities"

CHANGE: Recommended change "The required Annual General Meeting shall form a part of the program of Music Conference Alberta or other professional development event."
We don't want to name Music Conference Alberta specifically, but in "a professional development event"

AGREED: Recommended change "Members must be notified by letter 21 days prior to the meeting" or "Members must be notified by email or other reasonable means 21 days prior to the meeting."

AGREED: to include corporate access number.

AGREED: We don't need an auditor job description.

Beth will put together revised Bylaws for our next meeting.

MOTION: To approve the changes to the Policies & Procedures Manual as agreed and amended
MOVED: Barb, Nathene **ALL IN FAVOUR CARRIED 20-B02-M03**

Beth will get the approved P&P manual prepared for posting online.

n) [Post-secondary schools' outcome-based funding](#)

The motion in the reports was the motion put together at the Calgary Branch, not a motion for the provincial board.

The concern with outcome-based funding is how they measure things like creativity. Beth Olver has written to her MLA and was somewhat reassured but encourages members to write to their MLAs so that the issue is brought forward all across the province with all MLAs. ARMTA could put together a letter for members to forward to their MLA and encourage our members to write to their MLA. Beth read the letter that she sent and will forward the letter. It would also be good to have a letter sent by our president to the government.

We could have this letter forwarded to other music organizations, such as APTA, AMEF, music schools and conservatories to raise awareness.

Annette does not understand how they would determine what “outcomes” they are looking for or how they are measured. Beth received her replies from her MLA’s assistants, not the MLA. It sounds like they are still figuring out what those outcomes would be. While we don’t understand what they are doing and they appear not have things finalized, it is also important that we not be silent.

The CBC did a survey and found that young people are leaving the province for two reasons: lack of diversity, and lack of the arts.

It would be good for the members to know that ARMTA is active and involved in this. Kimerica will put together a message for our members with her letter and encourage them to send it to their MLA. She will send it to the board for approval before having it forwarded to our members.

10 MINUTE BREAK – RESUMED AT 11:40AM

4. e) Policies & Procedures manual updates

i. [Half-year membership fee of \\$115 \(\\$50 discount\)](#)

MOTION: To set the half-year member rate for new members at \$115.

MOVED: Sheryl, Tamara **ALL IN FAVOUR CARRIED 20-B02-M04**

f) ARMTA Service Award 2020 nominations

Judith & Sheryl nominate: **Dale Wheeler** for his work on the Provincial Piano Competition and continuing work on the Examining Board and an informal liaison with the RCM, international conferences, and other music organizations.

Judith nominates: **Barb Robertson** since she has been serving on the ARMTA board since she has been president.

Nominations are open until the Saturday, February 29 meeting when the board will vote.

h) CFMTA Resolutions

If there are any resolutions to take to CFMTA, we have until March 30 to submit them.

We have already requested that the Tuition Tax Credit be taken to CFMTA for discussion, but it is not a resolution.

i) Scholarships & Bursaries

i. [Continuing Education Scholarship](#)

Since most school programs start by September 1, we want people to know that the money is in place before September begins.

The board agrees to a May 1 submission deadline, June 30 decision announced, and presented at October AGM. No preferences should be listed as it intended to be an opportunity for professional development for all ARMTA members.

ii. [Bursaries – Alberta residency requirement](#)

We will include the 6-month Alberta residency requirement as well as studying with an ARMTA teacher, largely because the Recognition Fund requires it for all recipients.

iii. [Provincial Festival scholarships](#)

TABLED to budget meeting.

k) [Piano Competition questions](#)

Alison's recommendation: I would suggest naming this prize the Marek Jablonski Memorial Prize and awarding it for the best performance of a work by Chopin on the condition that at least two performers present works by this composer. Given that Chopin was Jablonski's specialization, I think this makes sense.

Annette would like it broadened to include all Romantic pieces. Judith reminded us that it would be best to have an award that would dovetail with CFMTA awards so that if there is a CFMTA Chopin award that we have a provincial Chopin award. We will keep it as a Romantic Award and recommend in the provincial application that they consider Chopin, mentioning that there is a national award available for the best Chopin performance.

MOTION: That we establish the ARMTA Recognition Best Performance of a Romantic Work Prize.

MOVED: Nathene, Annette **ALL IN FAVOUR** **CARRIED** **20-B02-M05**

l) [QR Codes](#)

Calgary Branch added the QR code as a sticker to their poster, so it is not necessary to re-do all publicity materials.

Branches are encouraged to use the QR code in their promo materials, banners, posters, etc. Vicki and Carolyn have a copy of it and will get it passed on to convenors and on provincial materials.

m) [Alberta Retired Teachers' Association \(ARTA\) affiliate membership](#)

We would rather bring it to CFMTA that they investigate a pension plan. There is health insurance available through CFMTA already. NATS (National Association of Teachers of Singing) can be used as a model, since they have health and pension plans available.

If we can not work something out with CFMTA, then we would consider an organizational membership with ARTA.

o) [Music Conference Alberta 2020 potential organizational changes](#)

Time off for professional development is no longer funded for most school teachers with the recent provincial budget cutbacks, and that will certainly affect MCA attendance.

We recognize that the bulk of the conference is public school teachers, so we will work with and be supportive of whatever the MCA planning committee decides.

ARMTA teachers are already used to paying for their own professional development.

Whether the one-day conference was on a Friday evening and all-day Saturday or just all-day Saturday, ARMTA would support it. It would work equally well for our members to do all-day Friday since many of our members teach on Saturdays.

The Edmonton Convention Centre seems like a large (probably expensive!) place to hold it.

If time is compressed, we may need to hold our AGM at the same time as the other AGM's or just outside of the conference times.

Vicki will put together a reply to Crystal regarding what we think about a shorter conference and pass it past the executive before sending it.

p) [Tempo editor](#)

The board supports having Lisa Ng remain as Tempo editor for as long as she is willing to continue.

q) [Request for Leave of Absence](#)

The board approves the leave of absence for both Aimee Argueta and Tim Mallandaine for 3 years.

r) [Members at Large rebranded as Rural Members](#)

Ida does not like the name “Members at Large” and suggests we could also rename it General Members, since “at large” can also mean heavy and large or if a criminal is “at large”. The difficulty with calling it “Rural members” is that there are branch members who would also consider themselves “Rural” when they live just outside the city.

In Ontario, every member belongs to a branch, and there is only a separate category for those that live out of province. In B.C., they are called provincial members only when they don’t belong to a branch, which is quite confusing. Manitoba only has two branches: Winnipeg and Brandon, and all others belonging to Southern Manitoba. A lot of these differences has to do with geography.

We could have a “Provincial Only Member” or POM with the same branch fee for POM or the one that is closest to you so that every member chose which group they feel closest to without considering the cost. If this were the option, there could be smaller clusters of teachers who might gather.

Possible questions for our MAL members:

- Why have you not joined the branch?
- Would you be interested in forming a smaller group?

Vicki will send an updated list of the MAL’s email to IDA. Ida will contact them with questions/a questionnaire to gauge interest and support.

About 10 years ago, Lloydminster didn’t have a branch but ARMTA went out to that area to bring in a clinician, and it was quite well attended. It would be helpful for MAL’s to know that these resources could be tapped.

s) [Canada Music Week](#)

Tamara is new to the position and didn’t get a lot of responses to her inquiries to the branches about Canada Music Week. She is uncertain if her role is to contact branches and encourage them to participate in CMW or just work with those that are interested.

TABLED to Saturday, February 29 meeting.

SATURDAY, FEBRUARY 22 MEETING ADJOURNED at 12:54 pm.

SATURDAY, FEBRUARY 29 MEETING

CALL TO ORDER
PRESENT

Saturday, February 29 at 1:33 AM

Kimerica Parr (President), Marlaine Osgood (Past President), Nathene Arthur (Vice President), Subash Giri (Edmonton rep substitute), Judith Ammann (Edmonton rep substitute and Recognition Fund Convenor), Barbara Robertson (Calgary rep), Annette Bradley (Red Deer rep), Tamara Bowie (Lethbridge rep), Vicki Martin (Administrator), Rita Thurn (Calgary rep starting at 3:30)

ABSENT

Ida Edwards (Members at Large), Dustin Anderson (Grande Prairie), Sheryl Schnare (Medicine Hat)

Agenda items remaining from previous meeting:

- 4. j) String Competition
- 4. f) ARMTA Service Award
- 4. s) Canada Music Week
- 4. d) Aurora's concerns
- 4. t) Budget for 2020-2021
- 4. u) Recognition Fund Budget for 2020-2021

j) [String Competition](#)

See [6. r\) String Competition](#), particularly the section noted as Received between February 22 & 29 meeting with the repertoire list that follows.

The repertoire list provided by Chrysanthema is very helpful and a good start. We are still going to need possible venues, schedules, and potential judges worked out. We are going to seek another person to help Chrysanthema out with the organizational aspects. Alison Kilgannon might be a good person to approach since she has already been involved with the piano competition. We could also target string teachers.

We are planning March of 2022 for our inaugural string competition so that it runs in alternate years from the piano and vocal competition.

We would leave it up to the organizers to plan where to hold the competition – Calgary, Edmonton, or Red Deer could all work.

When Judith had originally talked to Chrysanthema about a string competition, they had talked about a junior competition because the goal was to bring in more string teachers. Since there isn't a national competition for them to move on to, we would try to offer a junior competition at the string level and hope to offer junior piano and voice in the future.

f) ARMTA Service Award

Barb Robertson does not wish to have her name stand for nomination.

Marlaine Osgood, Vicki Martin, and Annette Bradley are also nominated by Barb Robertson. It is tricky to discuss with these three people also part of the Zoom meeting.

Not all of our board members know all of the nominees or the work they have done with ARMTA over the years, so to be fair with taking a vote, we'd like to have a written bio put together for each of the nominees. Annette will do a bio for Dale Wheeler. Judith will do a bio for Marlaine and Vicki. Vicki will ask Dale or Teresa Allred to write up a bio for Annette.

All the bios should be given to Kimerica by March 15 to forward to the board, and Nathene & Kimerica will manage an email vote to take place afterwards.

s) [Canada Music Week](#)

Tamara would like to understand her role better as she wants to be supportive and yet not nagging. Nathene said that as the branch president she found it helpful to get a package of information with ideas that could be put into place and reminders of dates and financial support that is available through CFMTA.

The budget for Canada Music Week comes from CFMTA, not from ARMTA. Branching Out offers \$100, and the Bill Andrews award for \$250 is one that can be applied for but there are only a few that receive it. There are often quite a few very interesting and good proposals so there is often tough competition for it. Well done to the Lethbridge Branch for being one of the recipients!

It would be a good idea to have a different theme each year for Canada Music Week.

d) [Aurora's Concerns](#)

Kimerica and Marlaine did not have the opportunity to speak on the phone with Aurora as they had planned on doing at the last board meeting.

Kimerica would like to put together an email to Aurora to let her know that things are still in progress and that we are working on putting together a non-discrimination policy. She will send this email to the board for feedback before sending it to Aurora.

e) [Budget for 2020-2021](#)

MOTION: That board meal expenses be reimbursed based on receipts to a maximum of \$50 per day.

MOVED: Tamara, Judith

DISCUSSION: Should it exclude alcohol? Some people would prefer a glass of wine to chocolate cake. With a \$50 limit, you're not going to get a lot of alcohol. Board members are trusted to use their good judgement.

**All in favour, not including Nathene who abstains
from voting CARRIED 20-B02-M06**

BREAK FROM 3:20-3:35

The budget after our first walk-through has a \$1,094 surplus. Next year's budget will bear more expenses with the piano & vocal competition.

We could put money towards supporting ARMTA members to attend the CFMTA conference by providing them with a voucher or a discount code to give \$20 to \$30 to each ARMTA member that attends up to the first 100 people to register. \$1500 was budgeted with final details of how that would be worked out at the next board meeting and with the intention to budget an equal amount in 2021-2022.

[See Budget Planning.2020-2021.Final.xlsx – Profit & Loss with Budget worksheet](#)

MOTION: To adopt the budget as amended

MOVED: Barb, Subash **ALL IN FAVOUR CARRIED 20-B02-M07**

f) [Recognition Fund Budget for 2020-2021](#)

i. [Provincial Branch Awards](#)

MOTION: For this one time, we will allow Calgary Branch to carry the \$200 balance of their 2019-2020 awards forward with the understanding that awards need to be given out in minimum \$100 amounts and not carried forward in future.

MOVED: Rita, Annette **ALL IN FAVOUR CARRIED 20-B02-M08**

[See Budget Planning.2020-2021.Final.xlsx – Recognition Fund worksheet](#)

MOTION: To adopt the Recognition Fund budget as amended

MOVED: Nathene, Marlaine **ALL IN FAVOUR CARRIED 20-B02-M09**

5. EXECUTIVE REPORTS

- | | |
|--|---|
| a) President's report | Kimerica Parr |
| b) Vice-President's report | Nathene Arthur |
| c) Past-President's report | Marlaine Osgood |
| d) CFMTA report | Marlaine Osgood/Kimerica Parr |
| e) Membership report | Vicki Martin |

- f) [Financial report](#) Vicki Martin
- g) [Administrator's report](#) Vicki Martin

6. CONVENOR REPORTS

- a) [Archives](#) Jennifer Nowacka
- b) [Bursary & Scholarship](#) Karen Gerelus
- c) [Bylaws/Policies and Procedures](#) Beth Olver
- d) [Canada Music Week](#) Tamara Bowie
- e) [CFMTA Conference 2021](#) Marlaine Osgood
- f) [Collegiate Chapters](#) Marlaine Osgood
- g) [Community Service Award](#) Marlaine Osgood
- h) [Conference](#) Viktoria Reiswich
- i) [Continuing Education](#) Deanna Oye
- j) [Examining Board](#) Judith Elliot
- k) [Media](#) vacant
- l) [Members at Large](#) Ida Edwards
- m) [Piano Competition](#) Alison Kilgannon
- n) [Provincial Festival Association Liaison](#) Antonina Cox
- o) [Publicity](#) vacant
- p) [Recognition Fund](#) Judith Ammann
- q) [Sponsorship](#) vacant
- r) [String Competition](#) Chrysanthema Pashunkova
- s) [Student Composer Competition](#) Christine Rogers
- t) [Tempo](#) Lisa Ng
- u) [Vocal Competition](#) Kimerica Parr
- v) [Webmaster](#) Carolyn Garritano
- w) [Wellness](#) Michelle Wheatley-Brown
- x) [Young Artist Tour](#) Louisa Lu

7. BRANCH REPORTS

- a) [Calgary](#) Rita Thurn, Barbara Robertson
- b) [Edmonton](#) Rosemarie Horne,
- c) [Grande Prairie](#) Dustin Anderson
- d) [Lethbridge](#) Tamara Bowie
- e) [Medicine Hat](#) Sheryl Schnare
- f) [Red Deer](#) Annette Bradley

8. CORRESPONDENCE

9. NEXT MEETING

TBA It will depend on when and where Music Conference Alberta is held.

10. ADJOURNMENT

SATURDAY, FEBRUARY 29 MEETING ADJOURNED AT 4:28 PM

3. Consent Agenda

3. c) Business completed by email voting

See [4. d\) i. Non-discrimination policy](#) for a motion that is still in process.

4. Business

4. a) Vulnerable Sector Checks

INFORMATION:

I was somewhat concerned that the vulnerable sector check would discourage members from renewing, but as of February 12, the number of members who have renewed is within two members of where it was on the same day last year. There have been several who have switched to retired memberships and one who informed me that between a small number of students and the VS check requirements that they would not be renewing. There have been a small number of others who have threatened that they may not renew because of it, but an equal number who have expressed to me that they are glad that we have taken this important step.

As of February 14:

- | | |
|--|------------|
| • Members who have never submitted a police check | 186 |
| • Members whose checks are more than 5 years old | 38 |
| • Members whose police checks did not include a VS check | 9 |
| • Members who are retired and won't need to | 25 |
| • Total VS checks still to take in | 208 |

Procedures already approved:

- For 2020-2021 ONLY, that they retain their membership with insurance but that they are removed from the Find a Teacher Directory so that we can include in our disclaimer that our members have submitted a police records check with a vulnerable sector check.
- For ongoing membership, that members will receive an email 3-4 months before their police check reaches its 5 year anniversary date to remind them that they need to submit an updated check by the end of the month in which their 5 year anniversary date falls, with a reminder at the beginning of that month if needed. If they do not submit theirs by the end of the month, they will be removed from the Find a Teacher directory but retain all other benefits of membership until their membership comes up for renewal.

For example, if a member's police check was dated 2015-10-15, then they would get a reminder on 2020-07-01 that they need an updated one by 2020-10-31, be reminded on 2020-10-01, and on 2020-11-01 would be removed from the Find a Teacher directory, and wouldn't be able to renew in 2021. Batching them monthly makes it reasonable administratively.

- For April 1, 2021 and beyond, that any members who have still failed to submit a police records check not be allowed to renew and not receive their insurance certificate.

Carolyn and I are working out the best way (there's a couple of options) to keep track of who has not submitted their VS check so that they are not included in the Find a Teacher directory.

FOR DISCUSSION:

I have had several members submit an Intervention Record Check with their Vulnerable Sector check, as it is required for teachers with some school boards (including Edmonton Catholic) and typically required

for applications for foster care or adoption. They are often required together. The Intervention Record Check (see <https://informalberta.ca/public/service/serviceProfileStyled.do?serviceQueryId=1050354#elegibilityInfo>) It checks for any record of whether you might have caused a child to need intervention with the Government of Alberta - Ministry of Children's Services. I have kept the ones that have been submitted with their VS checks, but nothing further.

The difficulty is that we have one member who has submitted an Intervention Record Check and not a Vulnerable Sector Check. In some senses, it is more thorough in that it would report whether you've been investigated for anything involving children, not just charged, but it does not actually include a criminal record check. I believe I should insist on a Vulnerable Sector Check and not accept an Intervention Record Check as a substitute, but I wanted your input and clarification.

Vicki Martin

4. b) CFMTA Conference 2021

4. b) i. NoSoLo

From last meeting's minutes:

No-So-Lo – Better Together

A Fundraising Idea for CFMTA 2021

I would like to propose that Edmonton Branch plan a No-So-Lo – It's Better Together concert as a fundraiser for CFMTA 2021. These are some of my thoughts which I am happy to revise completely.

- Jan suggested that it could be teachers and students in duets, trios, ensembles, etc. Not just the teachers since that would bring in more diverse people to pay entry.
- No solo performances are allowed
- Any combinations of any style of music are acceptable
- Only one selection per "group"
- There is a fee at the door... nominal. \$5? But everyone pays – even performers...
- There is a reception after.
- If we get enough entries, we could have multiple concerts so that they run about 60 minutes.
- Any other ideas??

Here's the kicker: Edmonton Branch will ask "Challenge?" the other ARMTA members to join the fun. When CFMTA was in Calgary (many years ago) Edmonton branch gave them money – maybe \$500? I'm not sure.

Judith Ammann

There was discussion about a "nosolo"? event to help raise funds for CFMTA 2021 – can this event be clarified at the next board meeting. I was not able to explain it well to our branch.

Barb Robertson

4. c) Tuition Tax Credit receipts

In order to create a receipt template for claiming tuition tax credits, I went looking to see what was available through Revenue Canada. I found a long, deep rabbit hole.

I initially thought that we should not be creating a receipt template when one already exists. It's called a T2202 and is the form most commonly used for claiming tuition:



T2202 Tuition and Enrolment Certificate
Certificat pour frais de scolarité et d'inscription

Year / Année

Name and address of designated educational institution Nom et adresse de l'établissement d'enseignement		11 School type Catégorie d'école		12 Flying school or club École ou club de pilotage			
		14 Student number Numéro d'étudiant		15 Filer Account Number Numéro de compte du déclarant			
				R Z			
13 Name of program or course Nom du programme ou du cours		19 Session periods/ Périodes d'études	20 From De YY/MM AA/MM	20 To A YY/MM AA/MM	21 Number of months part-time/ Nombre de mois à temps partiel	22 Number of months full-time/ Nombre de mois à temps plein	23 Eligible tuition fees, part-time and full-time/ Frais de scolarité admissibles pour études à temps partiel et à temps plein
Student Name Nom de l'étudiant		1					
Student address Adresse de l'étudiant		2					
		3					
		4					
		Totals / Totaux		24	25	26	
		17 Social insurance number (SIN) Numéro d'assurance sociale (NAS)					
<p>Information for students: See the back of Certificate 1. If you want to transfer all or part of your tuition amount, complete the back of Certificate 2</p> <p>Renseignements pour les étudiants : Lisez le verso du certificat 1. Si vous désirez transférer une partie ou la totalité de vos frais de scolarité, remplissez le verso du certificat 2.</p>							

See the privacy notice on the next page.
Consultez l'avis de confidentialité à la page suivante.

T2202 (20)



(from <https://www.canada.ca/content/dam/cra-arc/formspubs/pbg/t2202/t2202-20e.pdf>)

There would be problems with recommending that our teachers use the T2202 based on a few factors:

1. It is clearly designed for "educational institutions". The RC4654 Guide for Designated Educational Institutions - Filing the T2202, Tuition and Enrolment Certificate and Summary (<https://www.canada.ca/en/revenue-agency/services/forms-publications/publications/rc4654.html>) is long and complex.
2. T2202's that are issued also need to be submitted electronically to Revenue Canada. To file the certificate and summary, you need a valid business number (BN) RZ 15-character program account number to file the T2202.

THEN I found on the Schedule 11 (Federal Tuition, Education, and Textbook Amounts) it states,

Use your completed designated forms (T2202, TL11A, and/or TL11C) or other official tuition tax receipts to complete this schedule.

Since a T2202 is not required to claim to tuition and "other official tuition tax receipts" can be used, we would quite clearly fall into that category.

It should be noted that if you want to claim the number of months you were a student, that information is required to come from a T2202 or designated form. In many cases, that's a greater tax advantage than the tuition itself, particularly for part-time studies. Textbooks are no longer (as of 2017) a deductible expense for anyone even with a T2202, so book expenses can not be included.

Since I have satisfied myself that T2202's are not required for claiming tuition and that our teachers as individuals shouldn't be using them, I feel more assured that we can legitimately put together a receipt that our teachers can use as a template with the court ruling and relevant information included. There are, however, several questions that arise that I'd like to know:

1. Are schools like the Alberta College Conservatory or the Mount Royal Conservatory issuing T2202's or other "official tuition tax receipts" for level 9 and higher lessons?
2. Do the RCM or CC make any claims that their exam fees for Grade 9 and up can be claimed as tuition? The original ruling doesn't mention it, but in the information that we have about it that we distribute to our teachers (which may have come from CFMTA? I'm not sure.) it includes:

The ruling states that:

Students, regardless of their age, studying practical or theoretical subjects at a GRADE NINE level or above, in recognized curriculum, such as offered by the Royal Conservatory or Conservatory Canada are now eligible to claim their tuition (lessons, exam fees, etc) . Further, students taking post secondary courses may transfer up to \$5000.00 per year to a parent. The tax savings for the person who owes federal and provincial income tax is about one fifth of the expense claimed.

3. Would it be possible or asking for trouble to contact someone at Revenue Canada to find out how often this is claimed or what they would be looking for in an "official tuition tax receipt"?
4. Has any other province already looked into this or created a receipt template for this purpose?

For reference, the federal tax court ruling that started it all:

<https://decision.tcc-cci.gc.ca/tcc-cci/decisions/en/item/28044/index.do>

Tarkowski v. The Queen

Court (s) Database: Tax Court of Canada Judgments

Date: 2007-10-11

Neutral citation: 2007 TCC 632

File numbers: 2007-565(IT)

Judges and Taxing Officers: Wyman W. Webb

Subjects: Income Tax Act

All that to say that it's still a work in progress to make sure we're doing this right.

Vicki

4. d) Aurora's concerns

4. d) i. Non-discrimination policy

October 31, 2019

Hello ARMTA Board,

To follow up on our board meeting on Sunday, October 27, we have a motion that has already been put forwarded and seconded:

Motion: That we adopt the following as a Non-Discrimination Policy to be included in our Policies & Procedures and on our website:

"ARMTA is an equal opportunity organization and will not permit discrimination based upon age, ancestry, disability, ethnicity, gender, national origin, race, religion, sexual orientation, socioeconomic background, size, or any other status prohibited by applicable law."

Moved: Marlaire, Rita

To allow for more time to think and discuss and amend if needed, you have until Sunday, November 10th to have your say and place your vote. Please "reply all" so that everyone is included.

Thank you,

Vicki Martin

Replied in favour:

- Ida Edwards

- Tamara Bowie
- Rita Thurn
- Adela Wedler
- Annette Bradley
- Nathene Arthur
- Rosemarie Horne
- Barbara Robertson

Discussion included with voting:

Sheryl Schnare wrote: Some thoughts for further discussion on this:

- how do we define "discrimination"?
- how is it determined if discrimination has occurred?
- what is the process to report discrimination? What are the repercussions?
- with the statement being this specific, could it impact our ability as individual teachers to decide who we take on as students? Could our refusal to take on a student be interpreted as being discriminatory?

Rosemarie Horne wrote: When we were discussing this at the board meeting we also discussed if we had any policies on Raising a Concern. Do we have anything here? I believe a committee was struck to look at this but as the minutes haven't been released yet I am relying on my memory. I have found a policy on removing a member which I have adapted for ARMTA and would like to put this forward for discussion. It is attached. In our current P and P we have a section called Withdrawal and Expulsion of Members but it doesn't go into much detail about Code of Ethics breaches.

Barbara Robertson wrote: I would, however, like discussion on the suggestions made by two board members. Would this have any impact on the motion on the table?

Scheryl Schnare wrote:

After much thought and deliberation, I have decided to vote against the anti-discrimination motion that is on the table. I am not opposed to having an anti-discrimination policy and do in fact agree that it is important to have one in place. My reason for opposing this current motion is that I feel we have not adequately explored the potential repercussions of the specific wording of this policy. I am concerned that we are putting the cart before the horse. I raised some points for discussion in my email 10 days ago that I still feel are important to be addressed.

Nathene Arthur wrote:

Hello everyone.

I hear and understand what Sheryl and a few others are concerned about.

Perhaps we need to think about this and discuss it further before the vote?

Can we take the time and either (a) table this to our next meeting or (b) set up a zoom type meeting to discuss this one issue alone?

In our current political situation I do also agree we need to be very certain of the words we are using.

Thank you Sheryl for speaking honestly of your uneasiness with the current wording.

Ideas, anyone?

Marlaine Osgood wrote:

What specific wording is the problem?

We already went over each of the words at the meeting in October.

The questions/points put forward are to be dealt with by the ad hoc committee, but they need a policy to work with first.

Ida Edwards wrote:

I am late to the game on this one but I am concerned with the wording of will not permit discrimination based upon. My concerns are regarding the "will not." It would be preferable to write it in the positive with something like "will support interested individuals regardless... I appreciate the care and attention this is getting. What does the national board recommend about the wording?"

4. d) ii. Protocol for bringing concerns forward

4. e) Policies & Procedures manual updates

Bylaws / Policy and Procedure Convenor Report January 2020

Beth Olver, convenor

I have updated the Policy and Procedure Manual as directed in the October 2019 minutes.

There are new questions for the board to consider:

- eight items in the Policy and Procedure Manual with questions and recommendations
- five parts of the Bylaws with questions or recommended changes.
- One question from Sherry Ann Lynn's September 2019 report

Policy and Procedures Manual

1. **Part I Membership:** *An Affiliate Member of ARMTA: 2* states "Is a member of the Canadian Federation of Music Teachers' Associations upon becoming a member of the Alberta Registered Music Teachers' Association (1982). An Affiliate member may vote at the national level, but may not hold a national office."

This *This statement conflicts with the CFMTA bylaw article IV 2* "An Individual Member is a person who is a member of a Provincial or Territorial Association which has been admitted to the Federation. They do not have a vote or pay dues directly to the Federation. "

Recommended change: 2 *"Is a member of the Canadian Federation of Music Teachers' Associations upon becoming a member of the Alberta Registered Music Teachers' Association (1982). An Affiliate member may vote at the national level, but may not hold a national office."*

Vicki: *Retired Member*

1. Non-practicing teachers may apply to the Provincial Administrator for retired status.
2. The annual fee shall be one-half of the current full membership fee.
3. Retired Members receive the Provincial Newsletter (Tempo).

4. Retired Members are members of CFMTA but do not receive insurance coverage. They will receive a digital subscription to The Canadian Music Teacher Magazine and a print copy with payment of current print subscription fees.

Vicki: *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.
 - c. retired members who have reached 50 years as RMTs.
3. Provincial fees for Life Members (including CFMTA fees) shall be the responsibility of ARMTA Provincial.
4. Life members are not CFMTA members but receive a digital copy or upon request, a print copy of the Canadian Music Teacher without charge.

Vicki: *Vulnerable sector additions to P & P from Vicki*

I. MEMBERSHIP

A Full Member of ARMTA

9. Is required to maintain a Vulnerable Sector Check on file with ARMTA that is no more than five years old.

An Affiliate Member of ARMTA:

10. Is required to maintain a Vulnerable Sector Check on file with ARMTA that is no more than five years old.

Retired Member

5. Is exempt from the requirement to maintain a Vulnerable Sector Check on file with ARMTA that is no more than five years old.

Life Member

5. If a Life member is continuing to teach, they are required to maintain a Vulnerable Sector Check on file with ARMTA that is no more than five years old. If they are retired, they are exempt from this requirement.

Vicki: **Membership Transfers**

1. A member of any branch of the Canadian Federation of Music Teachers' Associations may transfer to ARMTA upon verification of membership by the Provincial Administrator of the province from which the member is transferring, together with payment of the current annual fees if applicable. A vulnerable sector check from within the past five years is also required.

2. Reinstatement

If a member does not apply for a Leave of Absence and allows membership to lapse, the member may apply for reinstatement at a fee of \$50.00.

A vulnerable sector check is required for reinstatement if there has not been one submitted in the past five years.

And under PROVINCIAL ADMINISTRATOR

GENERAL DUTIES: The Registrar

8. Maintains a record of Vulnerable Sector Checks required for membership including the date it was last checked. Notify members 3-4 months before their vulnerable sector check reaches its 5 year anniversary date to remind them that they need to submit an updated check by the end of the month in which their 5 year anniversary date falls, with a reminder at the beginning of that month if needed. If they do not submit theirs by the end of the month, remove them from the Find a Teacher directory but retain all other benefits of membership until their membership comes up for renewal. After April 1, 2021, check that any members who have failed to submit a vulnerable sector records check that is no more than five years old at the time of their membership renewal do not renew their membership or receive their insurance certificate.

2. **Part III Officers:** President General duties 9 the ARMTA Service Award states "is a provincial award which may be awarded annually at the ARMTA Provincial AGM and when possible, at the Music Conference Alberta Awards luncheon." *MCA does not always have an awards luncheon.*

Recommended change: "is a provincial award which may be awarded annually at the ARMTA Provincial AGM and when possible, at the Music Conference Alberta Awards luncheon function or presentation."

Vicki: **IV Board of Directors** – General Duties 1. The Board of Directors

determines the duties, honoraria (except we just said no remunerations #9 just above?!) and

conditions of service of the Board Members. I think #9 seems to allow some exceptions and maybe honoraria is one of those. Or perhaps Honoraria should be addressed elsewhere or as a separate point **The Board of Directors determines the duties, honoraria and conditions of service of the convenors.**

Vicki: Branch Representative (Board Member)
GENERAL DUTIES:

13. Upon end of term, advise the Past President of the replacement **appointment elected or appointed branch representative.**

***Vicki:* V. COMMITTEES – CONVENORS, LIAISONS & HONORARIUM POSITIONS**

Honorarium Positions are as follows:

Provincial Administrator

Tempo magazine Editor

Webmaster

Existing **Convenors** and Standing Committees are listed below. Detailed job descriptions appear at the end of the manual.

3. VI. MEETINGS

At all meetings of the Board, the Bylaws and Policies and Procedures shall guide the proceedings. A current edition of **“Roberts Rules of Order”** shall govern procedural details.

Question: *Has the board adopted a substitute for Robert’s Rules that will actually be used?*

Vicki: Yes, we adopted “Call to Order – Meeting Rules, Procedures and Advice for Non-Profit Organizations” at the February 2019 board meeting. That can be updated since it is already approved.

Vicki

1. The Bylaws state that there must be one Annual General Meeting. When possible, this should be held in conjunction with the Annual Conference. Members must be notified **in print** 21 days prior to the meeting.
2. A Special Meeting shall be called by the President or Board Officers upon receipt of a petition signed by 10 percent of the ARMTA members in good standing. Members must be notified 14 days prior to the meeting.
3. Fifteen members shall constitute a quorum at the Annual General Meeting or Special Meeting. Each member present shall be entitled to one vote.

4. Each Annual General Meeting shall be recorded by appropriate technology.

4. **VI. MEETINGS:** Meeting Expenses Reimbursement

1. For a regular Board meeting, Board members who are traveling from out of town, will be reimbursed for:

(a) TRAVEL expenses to and from a Board meeting to a maximum of the equivalent of the return bus fare at the time the expense is being claimed, based on \$.35 per kilometer.

(b) MEAL expenses while a Board member is attending a regular Board meeting on the basis of a flat amount per meal for each meal which is not provided at the Board meeting. The rates (as approved September 2004) are as follows:

Breakfast	\$8.00
Lunch	\$12.00
Dinner	\$20.00
Total	\$40.00

(c) ACCOMMODATION expenses for one night at the most economical rate if distance is over 350 km one way, unless ARMTA pays the hotel directly.

(d) Under special circumstances, Board Members may be reimbursed for meals and a second night of accommodation.

2. Board members attending a Board Meeting which takes place at the Annual Conference or other special gathering of all members shall be reimbursed for their travel expenses and two day's meals and accommodation.

Other Expenses

Upon submission of original receipts to the Provincial Administrator, Board Members will be reimbursed for expenses incurred while carrying out ARMTA business. Receipts are to be submitted with an Expense Claim Form and must be accompanied by an explanation of the purpose(s) of the expense(s).

Observations: Our budget also addresses expenses for board members attending meetings. These amounts should match. I think because this item addresses board members and board meetings that it should come under Part IV Board of Directors.

Part VI Meetings should include things that apply to the general membership and to general meetings like the AGM.

Recommended change: Part VI may be better named "General Meetings and Annual General Meetings".

Recommended change: Part IV Board of Directors should have an additional section about meetings comparable to Part VI

Vicki: Yes, I agree that the expenses for the board members should go under the board members section. We also have a difficulty with meal expenses in that our P&P outlines a flat rate per meal, whereas in practice, we've been using actual expenses with receipts. \$40 is also pretty hard to eat out on these days, and this hasn't been updated since 2004.

Recommended change: the board should review the expense rates

5. Part VII Voting:

- 1 No member may vote by proxy.
- 2 Each question shall be decided by a simple majority vote.
- 3 In case of a tie vote, the President shall be entitled to cast the deciding vote.

Observations: *I think Part VII should apply to general meetings. See Bylaws Part VIII.*

(A) No member may vote by proxy with the exception of Board Members at a Board Meeting.

(B) Each question shall be decided by the majority of votes.

(C) In case of a tie vote, the President shall be entitled to cast the deciding vote.

(D) The President shall preside at each meeting, but if the President is not present, the Vice-President shall preside.

(E) Each Annual General Meeting shall be recorded by appropriate technology.

However, I think Voting should be addressed more clearly under Part IV Board of Directors where there is a mishmash of directions related to voting.

At the board's direction, I will develop a proposal for Meetings and Voting under Part IV Board of Directors.

In descriptions: add "and documents" in statement The (president, convenor,...) agrees that any templates and documents developed in this position remain the property of ARMTA.

6. **Part X Revenue and Finance** Point 3 "Members shall be responsible for submitting the Provincial portion of their members' fees to the Provincial Administrator, postmarked not later than April 1st.

Since many members pay online and all branch fees are also submitted to the administrator.

Recommended change: *"Members shall be responsible for submitting the Provincial portion and, where applicable, the branch portion of membership fees to the Provincial Administrator, cheques postmarked not later than April 1st, or electronic payments received by April 1st."*

Question: *Also, should the collection of fees and the process for distributing branch fees back to the branches be described under Administrator – treasurer?*

X. REVENUE AND FINANCE

2. 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.~~ 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. Board approval is needed if a 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.

XIV. BRANCHES

2 ~~New~~ Branches shall elect one Board Member for every 100 Branch members to serve on the ARMTA Board of Directors.

JOB DESCRIPTIONS

B. TREASURER: GENERAL DUTIES:

7. Provides ~~four~~ ~~three~~ financial reports to the Board each year (February/June/~~September~~/October ~~Board meeting &~~ AGM).

Tempo Magazine Editor: GENERAL DUTIES:

1. Arrange content and advertisements in alignment with the layout for each edition. The Editor may use any publishing program that meets the requirements. The length of the newsletter should be kept to a ~~maximum of~~ 28 pages ~~whenever possible~~ (allows for savings in postage) ~~and a maximum of 32 pages~~. A draft is sent (via email) to both the President and Administrator for proofreading and approval prior to printing.

6 Select the printing company (based on quality of printing and enabling the ARMTA Administrator to receive the printed copies for distribution). ~~A charge account at the print shop is preferable.~~

~~10. If acting as Sponsorship Convenor, provide the Administrator with a copy of the invoices and a summary of advertising details for the purpose of calculating the percentage owed to the Editor. (delete? We haven't done this in over 8 years...)~~

Bursary (and Scholarship) Committee Convenor

Bylaws/Policy & Procedure Convenor – General duties 1 Chair a committee of three members if bylaw changes are required.

I feel a committee of three is not necessary since the board reviews all proposed changes. Under requirement 2, the convenor already may recruit volunteers (a committee) as needed to carry out the mandate.

Recommended change: delete General duties 1 Chair a committee of three members if bylaw changes are required.

Also General duties 2 -- Notify the ARMTA Administrator of proposed revisions to the Bylaws at least 45 days before the Annual General Meeting.

This conflicts with Bylaw XVII and with P & P XV that require 60 days before an AGM.

Recommended change: Notify the ARMTA Administrator of proposed revisions to the Bylaws at least ~~45~~ 60 days before the Annual General Meeting.

Piano Competition (CFMTA Piano Competition) Convenor: Our convenor runs our competition and the winner usually becomes Alberta's competitor in the CFMTA Piano Competition. This is sometimes also true for the voice competition. The duties of our convenor include assisting our winner with arrangements to compete in the CFMTA Piano Competition.

Recommended change: The name for this convenor be **Piano Competition (CFMTA Piano Competition) Convenor**.

Vicki General questions I have about the revised P&P:

2. The **APPROVAL DATE:** by the ARMTA board on _____. Is that just meant to record the last date that it was reviewed & approved?
3. It's awkward that we have **BENEFITS TO THE VOLUNTEER:** for most of the job descriptions, but nothing actually included. To be added later?
4. The Examining Board job description really includes two job descriptions: the Examining Board Chair or Convenor's description, as well as the Examining Board Committee's job description. I think some day we should have a separate job description for the committees, the only two regular committees at the moment being the Examining Board and the Bursary and Scholarship committee.

Bylaws

Bylaw Part III membership (C) Retired Status Application

Observation: does not specifically define “retired” as having no students. The P & P does define “Retired” without contradicting the bylaw.

Bylaw Part 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.

(B) The Board shall, subject to the bylaws or directions given it by majority vote at any meeting properly called and constituted, have full control and management of the affairs of the Association.

(C) Meetings of the Board shall be held as often as may be required, but at least two times annually and shall be called by the President via any means of communication. Four members of the Board will constitute a quorum, providing that proper notification has been given to all Board Members.

(D) Any director or officer, upon a majority vote of all members in good standing, may be removed from office for any cause which the Association may deem reasonable.

Observation: This section is copied in the P & P. When P & P part IV is reviewed, we should consider whether to simply refer to the bylaw part V, or, continue to repeat those points in the P & P Part IV.

Bylaw Part VI Officers

(A) The officers of ARMTA shall consist of President, Vice-President and Administrator. The Board of Directors shall elect the President and Vice-President by secret ballot from amongst the Directors at the close of the Annual General Meeting. Election to office shall be by majority vote.

(B) The Board Seat to which the new President is elected shall immediately be declared vacant, and it shall be filled as soon as possible thereafter by the Branch originally the electorate for that seat, or, in the case of the Member-at-Large, by the Board.

(A) & (B) are not our practise nor what we state in the P & P. If we want to continue with our practises as described in the P & P Part III, then we need to change the bylaw perhaps by replacing Bylaw Part VI (A) & (B) with what is stated in our P & P Part III

Recommended change:

III. OFFICERS

The officers of ARMTA shall consist of President, Vice-President, Past President and Provincial Administrator. The Board of Directors shall be elected by majority vote at the Annual General Meeting. A secret ballot may be called for if deemed necessary.

In order to facilitate good representation from around the province, preferably the incoming Vice-President will be selected in rotation from Calgary, Edmonton, and the small branches (including MALs).

Bylaw Part VI (D) re the administrator does not include “registrar” as one of the duties of the administrator.

Recommended change that if other amendments are made to the Bylaws, we add registrar.

Question: Also, should the point that “all monies shall be paid by cheque“, be reviewed?

Bylaw Part VII Meetings

(A) ARMTA shall meet at least once annually in Alberta. The required Annual General Meeting shall form a part of the program of the Annual Conference. Members must be notified by letter 21 days prior to the meeting.

We no longer have our own conference. The P & P job description for the Conference convenor directs the convenor to work with Music Conference Alberta. If this is seen as being in conflict with the Bylaw, and/or other changes are being made to the bylaw,

Recommended change “The required Annual General Meeting shall form a part of the program of Music Conference Alberta or other professional development event.”

Also we send notice of meeting by email, not letter.

Recommended change “Members must be notified by letter 21 days prior to the meeting” or “Members must be notified by email or other reasonable means 21 days prior to the meeting.”

Vicki All the Bylaws recommendations are good, including that Registrar should be added to the Administrator’s job description. I’d be happy to have “all monies shall be paid by cheque” to “all payments shall be authorized by two signing authorities” which would include cheques plus would open the option for electronic payments with two authorizations, which can be done. Please please please let’s drop the “by letter” for AGM notifications.

Do we also want to include Affiliate memberships in the Bylaws? I think we should...

The other thing we could squeeze into the bylaws is under “The name of the organization shall be ‘Alberta Registered Music Teachers’ Association (1982)’, hereinafter referred to as ARMTA. This Association is incorporated under the name ‘Alberta Registered Music Teachers’ Association (1982)’, corporate access number 502568751 as a registered society and non-profit, according to the Societies Act, RSA 2000 S-14.” There’s been a few times our convenors need to know our non-profit number, and it seems to only be found by contacting me.

From Sherry Ann Lynn’s September 2019 report, there was a question about developing a job description for the auditors.

I’m not convinced that this is necessary. The dictionary definition of “audit” would seem to cover it

“An **audit** is a systematic and independent examination of books, accounts, statutory records, documents and vouchers of an organization to ascertain how far the financial statements as well as non-financial disclosures present a true and fair view of the concern.” Wikipedia

“a formal, often periodic examination and checking of accounts or financial records to verify their correctness” Webster’s New World Dictionary

Vicki And yes, I don’t think we need a job description for our auditors.

4. e) i. Half-year membership fee of \$115 (\$50 discount)

On Jan 10, 2020, at 2:14 PM, <admin@armta.ca> <admin@armta.ca> wrote:

Hello ARMTA ladies,

In getting the membership fee increase updated online and ready for renewal season, Carolyn & I realized that the half year rate should also be adjusted. We approved the new annual rate for members at the AGM, and retired members are always half price, so they’re always easy to figure out, but half year memberships don’t have a specified percentage. It’s listed as a flat \$100 in the P&P manual. In practice, though, we set it up as a \$40 discount when our rates were \$140 and didn’t change it when rates went up to \$145, so it’s effectively been \$105 for the last couple of years. Half year memberships are only for new & reinstating memberships, so it doesn’t affect a lot of people – an even dozen this year so far. Options are:

1. Leave it as a \$40 discount, so a \$165 membership becomes \$125 after October 1.
2. Leave it at \$105 total, so a \$165 membership becomes \$105 after October 1.
3. Adjust it to a \$50 discount, so that a \$165 membership becomes \$115, keeping it at the same approximate proportion of 72%. (My preferred option!)

CFMTA memberships & insurance are always for the full year, so they’ll get \$77 of whatever we charge.

I expect that we should have this rate approved by the board at the next meeting, and it won’t truly matter until September when new members are trying to figure out whether to start their membership right away or wait for October, but the sooner we get it updated, the more together we’ll appear. Let me know what you think, and I’ll add it to the next board meeting agenda for final approval at the least.

Thanks,

Vicki Martin

Nathene, Marlaine, and Carolyn all liked option 3.

Proposed motion: That the half year rate for new and reinstating members be set at \$115 for the 2020-2021 membership year and following.

4. f) ARMTA Service Award 2020 nominations

4. g) VP Nominations

Action: The next Vice-President is to be from Edmonton, and I have been looking. If Edmonton Branch representatives have any names they would like to bring forward, please contact me.

Marlaine Osgood

4. h) CFMTA Resolutions

4. i) Scholarships & Bursaries

4. i) i. Continuing Education Scholarship

See [Continuing Education Scholarship.doc](#)

This is essentially the Edmonton Branch FESST (Further Education Scholarship for Studio Teachers) Award criteria & requirements, except modified to be presented at our AGM and only available to ARMTA members.

Questions that remain to be discussed at the board

1. Should we be preferring teachers trying to finish up their bachelors or associate? That clearly favours our 39 affiliate members, but I think it's legit.
2. If we're not presenting this until the AGM, the deadline can be much later than February 15.

Marlaine & Vicki

4. i) ii. Bursaries – Alberta residency requirement

On Thu, Dec 19, 2019 at 2:03 PM <admin@armta.ca> wrote:

Hello ARMTA Scholarship Committee,

I was updating the ARMTA Bursary application to reflect that the ARMTA Board approved limiting the ARMTA Bursary just to students of ARMTA members. The criteria used to state that the applicant must:

- Be a resident of Alberta for at least 6 months or be studying with a teacher in Alberta;

Since now they must be studying with an ARMTA teacher, I've updated it to:

- Be studying with a teacher in Alberta who is a current member of ARMTA.

since even if they were an Alberta resident, they'd still need to be studying with an ARMTA teacher, so it's a moot point.

The option would be that they must BOTH be an Alberta resident for at least 6 months and studying with an ARMTA teacher. Let me know if you want to go one step further and also have the residency requirement. Otherwise, I'm going to assume it's all good as is.

Thanks, and Merry Christmas,

Vicki

Hi Vicki, Karen, Beth and Eric,

We should keep the residency requirement mainly because the Recognition Award dollars can't be given to a non-Albertan. I had just asked Judith about that at the 2021 Conference meeting (on another topic).

Marlaine

4. i) iii. Provincial Festival scholarships

Hi Vicki,

I am sorry but there is no way that someone can have an ARMTA Recognition Fund cheque "ready" without a name filled in. I am sure CFMTA will not give us a blank cheque to do this and, if we would use an ARMTA Provincial cheque, CFMTA Trust fund cannot reimburse ARMTA Provincial.

Honestly, I do think the Provincial Music Festival should be able to handle giving a presentation letter with the cheque to follow. It is MOST bizarre to me that they cannot do what every other organization that we have ever awarded can do.

I really think ARMTA Provincial is going to have to handle this scholarship and not depend on the ARMTA Recognition Fund.

Judith

4. j) String Competition

[See also 6. r\) String Competition](#)

4. k) Piano Competition questions

What would the board like to call the prize of \$500 traditionally sponsored by the Marek Jablonski Foundation and now supported by the ARMTA Recognition Fund?

Will this prize be sponsored perpetually?

Will this prize be awarded for the best performance of a work by Chopin or to the first-place winner?

Recommendation: I would suggest naming this prize the Marek Jablonski Memorial Prize and awarding it for the best performance of a work by Chopin on the condition that at least two performers present works by this composer. Given that Chopin was Jablonski's specialization, I think this makes sense.

Alison Kilgannon

4. l) QR Codes

Hi Barb, Rita,

Since Calgary branch has a QR code and that code takes the user to ARMTA.ca, it is therefore a code the whole province could use. On a smart phone, the QR code can be read with any number of free apps called QR readers. The code is a very fast way to find the ARMTA.ca website.

I have ordered business cards for Calgary that will have the QR code on the back. We will distribute them at events like music marathon. If provincial adopts the code perhaps provincial promo materials could also use the code and we could work with them on some promotion projects and costs.

Would you please bring up the use of QR code to the next board meeting? I've attached a copy of QR Code.

Thanks,

Beth Olver



4. m) Alberta Retired Teachers' Association (ARTA) affiliate membership

From: Fiona Carnie [mailto:fcarnie@gmail.com]

Sent: Friday, January 24, 2020 11:43 AM
To: Barbara Robertson
Subject: ARTA

Hi Barbara

I am wondering if ARMTA is a member organization of the Alberta Retired Teachers Association.

If not, has any consideration been given to applying?

They have very good benefits for their members on health plans and other insurance and they do allow groups other than retired school and university teachers to join.

Could you let me know?

Thanks

Fiona

On Jan 24, 2020, at 3:39 PM, <admin@armta.ca> <admin@armta.ca> wrote:

From what I can tell, individuals can only join if they've been contributing to a government pension. They do have "affiliate membership groups" (<https://www.arta.net/member-services/arta-eligibility/public-private-sector/>) which we as an organization might qualify for, but would have to apply to find out. There are a couple of point (3.1.7 and 3.1.8) which I'm not sure how they would interpret, since we don't have an outside body granting professional designations, and we don't keep track of which members access the group health benefits plan through CFMTA.

The next big question is whether this is enough better than the insurance and group health plans that are already offered through CFMTA.

Add to the next board meeting agenda?

Vicki

On Fri, Jan 24, 2020, 9:24 PM Nathene Arthur, <narthur@telus.net> wrote:

Hi Vicki,

Once again, thank you for doing the initial checking into this.

We could put it on the meeting agenda. But it would probably need a small committee to look into the comparison between this and our current plan?

Let's see what Kimerica, Marlane and Barb think too of course.

Have a nice evening,

Nathene :-)

4. n) Post-secondary schools' outcome-based funding

MOTION: I move that Calgary Branch ask ARMTA provincial board to consider how to engage our membership in actively promoting Music and Arts education at post-secondary schools in the light of outcome-based funding.

RATIONALE: The Alberta government announced that it will begin outcome based funding to post-secondary schools with the spring budget. Initially it is a small percentage of the total budgets for any post-secondary school. I can't image a set of metrics for outcome based funding that will favour the arts and general studies. My fear is that any metrics will favour areas of study that lead directly to employment, and result in the phenomena of "teaching to the test". I fear that any metrics will fail to value open ended studies that in the long term produce people who are resilient and resourceful. And I fear that any metrics will fail to value research that comes to useful knowledge by a long and winding road. Universities used to be a place to develop creative thinking and problem solving skills. They are

becoming employment-centered and that limits the scope of any study. My belief is music and the arts will not thrive under outcome based funding.

There are couple of angles. ARMTA can speak to the value of music and arts education, and ARMTA can lobby for metrics that will value open ended creativity and research.

Several years ago we successfully lobbied Alberta Education for Conservatory music marks on high school transcripts. There was an on-line petition and a group of provincial board members had actual conversations with a deputy minister (I think that was his position)

Metrics for something as elusive as creativity will be difficult to develop. By its nature creativity is not measureable in the way that numbers are. I would encourage ARMTA to speak even louder about developing metrics that measure the value of arts education and creativity. If Alberta Education has already decided to move forward with outcome based funding, they are not likely to let it go, and they will need metrics to measure outcomes.

Here is a link to yet another study which supports the importance of the Motion above:

<https://www.forbes.com/sites/evaamsen/2019/06/25/high-school-students-do-better-in-science-math-and-english-if-they-also-take-music-lessons/>

Barb on behalf of Calgary exec.

From: Calgary-Fish Creek [<mailto:Calgary.FishCreek@assembly.ab.ca>]
Sent: February 18, 2020 6:48 PM
To: Beth & Dick Olver <rbolver@shaw.ca>
Subject: Outcome based funding

Dear Beth,

I have a bit of information back from the Minister's office on your concerns regarding outcome based funding at the post-secondary level. I have also been notified there will be more details forthcoming after the Budget on February 27th.

Please see below for some of their responses:

- We recognize that post-secondary education has many benefits that cannot be measured, and that is why the majority of operational funding will not be tied to performance.
- Many graduates of the arts and humanities do very well in terms of employment because they have transferable skills.
- We are seeing more employers place increased value on critical thinking skills and creativity, and these are skillsets that people learn through the arts and humanities.
- Graduates of the arts and humanities are adaptable and flexible, and this will be more important as automation and technological advancements disrupt more specialized professions.
- Stakeholders have told us the old funding model lacked a clear rationale.
- We are using a variety of performance measures to ensure jobs are not the only focus.
- We recognize that post-secondary education has many benefits that cannot be measured, and that is why the majority of operational funding will not be tied to performance.
- Each institution will have its own investment management agreement, and performance measures will be weighted differently for different institutions.

Please let me know if you have any additional thoughts or concerns.

Best,
Christina Steed
Constituency Manager for

Richard Gottfried
MLA, Calgary – Fish Creek
#7 1215 Lake Sylvan Drive SE
T: 403-278-4444
C: 403-860-1162
E: calgary.fishcreek@assembly.ab.ca

4. o) Music Conference Alberta 2020 potential organizational changes

Nothing official has been decided, but there are rumblings, warnings, and hints coming from Crystal Krips at the Alberta Music Education Foundation.

The stakeholder's meeting which usually takes place in January-February has not yet been set.

With the provincial budget cutbacks, one of the first things to go from most school boards has been funding out of town professional development. With that, it was suggested that perhaps MCA should not be held in 2020 as it will certainly affect the number of people able to attend, but as far as Crystal knows, the plan is to go ahead. It will probably be held in Edmonton, but not even that is certain.

Brandon with Choir Alberta has expressed his desire to step down as chair of the Music Conference Alberta planning committee. All three executive directors of the producing organizations (Choir Alberta, Alberta Band Association, and AMEF) feel that they are spending too much of their August, September, and Octobers working on MCA and neglecting their other work and are feeling pressure from their boards to change that.

One of the solutions that has been proposed is an organizational restructure, which would affect ARMTA as a collaborator and all the other collaborating organizations as well. The idea would be to hire a conference planner, and the cost of hiring that position would need to be shared by all organizations, based on the number of registrations coming from their organization for the conference. Roughly 10% of the registrations come from ARMTA members, so we would be responsible for about 10% of those costs. On the flip side, we would also earn 10% of any profits that the conference makes. Those profits usually aren't returned until the following year after conference costs have all been added up and divided, however. While the last conference in Calgary probably did not earn much due to venue costs, they usually do earn a profit.

Since nothing has been decided, there is little to do but to be aware and not be surprised if or when a request for MCA funding comes. It would be up to the board to determine how much risk we would be willing to take on as a more equal partner or whether we continue to participate depending on exactly what is proposed and the terms of any agreements.

Vicki

From: Alberta Music Education Foundation <amef.ca@gmail.com>
Sent: February 20, 2020 2:03 PM
To: Vicki Martin <admin@armta.ca>; Viktoria Reiswich-Dapp <viktoria.reiswich@gmail.com>
Subject: MCA 2020 Update

Hi Vicki and Viktoria,

I had a conversation with Brendan Lord from Choir Alberta to inquire as to what MCA 2020 is shaping up to look like. As of today, nothing is confirmed yet and everything I tell you is tentative but here is what is going on:

1. Dates: Oct 22-24, 2020
2. Location: Edmonton Convention Centre (formerly Shaw Conference Centre), hotel at Doubletree by Hilton.

We still have not had a meeting to decide any details, including whether this will be a full 2-day conference or a slightly shortened to begin Friday evening and continue into Saturday evening. The

reason for possibly shortening it is due to the uncertain financial times that many school teachers are facing and the possibility that they will not receive PD funding. Plus perhaps studio teachers will be happier that they have to give up 1 less day of teaching. What are your thoughts?

There is a will to proceed with the conference, it's just a matter of trying to make it work and hammer out the details as well as ensure that we will have attendees. I am going to include it in my AMEF budget.

As I mentioned above, nothing is confirmed, these are only preliminary details. I am hoping a call for presenters will be sent out next month with an April 1st deadline but it won't be sent until we nail down the venue. Brendan said to leave that with him until the end of February.

Let me know if you have any questions.

Regards,
Crystal Krips
Executive Director
AMEF (Alberta Music Education Foundation)
11759 Groat Road NW
Edmonton, AB T5K 3M6
780-409-8407(P)
www.amef.ca

4. p) Tempo editor

Sent: February 3, 2020 9:45 AM
To: admin@armta.ca
Subject: Membership and Tempo

Hi Vicki,

Due to some turn of events, I have decided that I will not renew my ARMTA membership this coming year.

As you may know, I also work as an editor for various institutions besides teaching piano, but I guess with my status change in ARMTA, I will have to forfeit my editor role for Tempo (I believe the editor should be a member of the association?) At this stage, there is no contents planned for the September issue (but there should be a call for article out soon), and I hope that by giving my notice now, this matter can be brought up for discussion in the next provincial meeting.

I don't feel like sending this to the whole email list; I would appreciate if you could forward my message to those who should be involved.

Thanks very much for your assistance!

Lisa

Hi Lisa,

Thank you for letting us know! The Tempo editor is typically an ARMTA member, but since it is an honorarium position, it is not required that the Tempo Editor be an ARMTA member. I'm not sure if that changes your interest in continuing on as editor.

Vicki

If ARMTA membership is not a requirement for the role of Tempo editor, I'd be happy to continue serving the ARMTA community. Please let me know what the Board's decision is so we can move forward from here.

Thanks!

Lisa

4. q) Request for Leave of Absence

Hello,

I am writing to inquire about a leave of absence, we recently moved an hour out of Edmonton to an acreage and have 3 kids at home now. It is just too busy to continue teaching at this time, but once the babies get a bit bigger, I would love to start again.

3 years will be good, I have 2 under 18 months right now

Aimee Argueta

Board of Directors of ARMTA

Please consider this my request for a leave of absence from ARMTA. I will be away from all manner of organizational duties for personal health reasons.

Thank you for your consideration.

Sincerely,

Tim Mallandaine

4. r) Members at Large rebranded as Rural Members

For discussion: Include background information and possible impact of issue and/or area. (If applicable)

One suggestion is to rebrand the members at large title. Our branches are wonderful groups and have good services and products, but rural teachers wear more hats than humanly possible at times and have a rolling criteria of music activities throughout the year with peaks during Christmas, exam and festival seasons. I liked the idea of rural members at large with a north and south group. I understand that some members at large are within city boundaries. It is not compulsory to join a branch, is it? I appreciate the emails and staying up to date with the organization but as representative of the members at large, I realize the obligation to direct the members at large to join a branch is not being met.

Action: Include recommendation for board action, if any, in the form of a motion. (If applicable)

My recommendation is to rebrand the members at large as rural members and urban members and to encourage the urban MAL to join a branch near them. I would like to know what other provinces do with this group and if they are called members at large across Canada.

Ida Edwards

4. s) Canada Music Week

My question to the branches for discussion would be

“How can I best support branches in their Canada Music Week efforts?”

Tamara Bowie

4. t) Budget for 2020-2021

See [Budget Planning.2020-2021.pdf](#)

4. u) Recognition Fund Budget for 2020-2021

See [Recognition Fund Budget.2020-2021.pdf](#)

4. u) i. Provincial Branch Awards

I had email from Calgary Branch last week about the 2019 Branch Awards. This is what happened.

The rule for Provincial Branch Awards is that they must be a minimum of \$100 in value. Calgary requested \$300 worth in \$50 increments. I said this is not the Provincial Board's directive to me and asked them to try to rearrange their awards so that they could request \$100 values instead to make up their \$1,000. The awards convenor did not see that as a possibility and accepted the \$700 that was requested in larger amounts.

Last week, the request was that \$300 from last year be held over into the 2020 ARMTA Recognition Fund year and Calgary get \$1,300 in 2020 to "make up the difference". I said that this is fine with me provided the Provincial Board approves this.

I see this as a "one time event". If a branch does not choose to request the funds one year, I don't think that means they can ask for twice as much the next year etc. etc. That being said, it sounds to me as if there was some misunderstanding. Below is a section of the message I sent to Calgary Branch in July 2019. I always include this paragraph; the notice is the same(generic?); only the years (2019-2020) and maybe the total award amounts are changed.

This is a reminder that your ARMTA Branch has \$1,000 out of the ARMTA Recognition Fund that you can use for your Branch awards in the 2019-2020 year. The only stipulation is that no award be less than \$100; other than that, you can disburse the money as you choose.

Unfortunately, that original message, did not get forwarded to the Calgary Awards convenor this year.

I just want to make sure this gets on the agenda for Feb. 22 or 29.

Many thanks,

Judith

5. EXECUTIVE REPORTS

5. a) President's report

Kimerica Parr

5. b) Vice-President's report

It was wonderful to meet the other members of our Provincial ARMTA board on Saturday October 27, 2019, who attended our face-to-face meeting following the MCA in Calgary. I appreciate the warm welcome, advice and support from each one of you. MCA went very well, and in the absence of our President, Kimerica, I chaired the AGM on Friday October 26th.

Things have been busy the past four months. I have fielded calls by long-term members about the upcoming required Police Checks. I supplied some information re Canada Music Week to a Branch Representative. I have had input on the 2021 Voice Competition, and am working to help the fledgling String Competition also be viable, hopefully sooner rather than later.

Along with Calgary ARMTA members, we are setting up a province-wide "Advanced Harmony Pedagogy Workshop" on Sunday May 24th, from 9am-5pm, at MRU in Calgary.

And I am very happy to say that Calgary ARMTA is holding three CFMTA "Branching Out" events this year: one at the Central Library in January, one at the Core Mall "Devonian Gardens" in February, and one at the Calgary Zoo in March. These are appreciated by the teachers and students, and are well received by the public.

I love the energy, creativity, and diversity of our ARMTA members and look forward to working with you in the year ahead.

Nathene Arthur

5. c) Past-President's report

Since our last meeting it has been a pleasure to maintain contact with the executive through email conversations.

At the last meeting I was asked to contact new Provincial members about filling vacant positions. Through email I contacted 21 new members as well as 2 old members.

Two members expressed interest in Sponsorship and Bursary/scholarships and I am still in conversation with them.

As of yet, no one has shown interest in Publicity.

Linda Purves has stepped forward as Social Media convenor.

Action: The next Vice-President is to be from Edmonton and I have been looking. If Edmonton Branch representatives have any names they would like to bring forward, please contact me.

Marlaine Osgood

5. d) CFMTA report

Arrangements are being made for the July 8-9 meeting in Whitehorse.

Action: Does Alberta have any resolution for the 1st and 2nd delegates to take to the meeting?

Marlaine Osgood

5. e) Membership report

Since our last board meeting in October 2019, we have had the following changes in our membership.

New Members

Olivia Hindley	Full	Piano	
Michael Coburn	Full	Piano	
Candice Metz	Full	Piano	
Erik Olson	Full	Piano	
Jessica McIntosh	Affiliate	Grade 10	
Rose Schmaltz	Affiliate	9	
Sugne Andrews	Affiliate	Grade 10	
Christel Humfrey	Full	Voice	
Linnea Anstey	Affiliate	9	
Michael S. Parr	Full	Voice	effective April 1, 2020
Michelle Kennedy Hawkins	Full	Voice	effective April 1, 2020

Transfers

Patrice Barnes			transferred out to BCRMATA
Deborah Foster	Full	Piano	transferring in from ORMATA

Upgrades

Amanda Michel	from Affiliate Grade 10 to Full, Piano
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Leave of Absence

Judit Szanto	March 31, 2022
Barbara Hignell	April 1, 2021
Chelsea Braaksma	October 2019
Kristy Nemez	March 31, 2020

Suspended
Darrin Hogue

Provincial Life Members

Alexandra Munn New effective April 1, 2020
Eleanor Young New effective April 1, 2020

Deaths

Dorothea Johansen passed away November 8, 2019

Membership totals:

	Jan 30, 2014	Jan 31, 2015	Jan 26, 2016	Feb 17, 2017	Feb 8, 2018	Feb 15, 2019	Feb 14, 2019
Full	387	387	402	400	414	416	421
Affiliate Grade 10	14	15	14	18	18	22	24
Affiliate Grade 9	4	3	5	5	8	8	15
Retired	12	10	12	15	14	15	17
Honorary Branch Members	2	2	2	2	-	-	-
Provincial Life Members	3	3	2	2	5	5	8
TOTAL	422	420	437	442	460	468	485

Branch membership totals:

	Jan 26, 2016	Feb 17, 2017	Feb 8, 2018	Feb 15, 2019	Feb 14, 2020
Calgary	184	190	193	198	194
Edmonton	137	138	148	158	166
Lethbridge	22	23	27	25	24
Red Deer	20	19	18	20	23
Grande Prairie	6	5	4	7	9
Medicine Hat	6	8	8	9	11
Members at Large	62	59	62	51	59
TOTAL	437	442	460	468	486*

*one member is part of both Edmonton and Red Deer Branches

Vicki Martin

5. f) Financial report

ARMTA is in a sound position financially.

There was a loan of \$1000 made to the CFMTA Conference 2021 to help with initial start-up costs which should be reimbursed within the next couple of months as they anticipate receiving a \$10,000 loan from CFMTA for initial costs and deposits.

The GIC 5 for \$12,226.05 came up for renewal on November 29, earning \$305.65 in interest. It was renewed for 12 months at 2.1%. GIC 4 which currently has \$20,665.45 earning 2.55% will mature on April 21, 2020.

Our spending for the current year is well under budget, with a \$17,392.28 difference between the \$6,815 deficit that was budgeted and our actual spending. There are still some expenses still to be paid out before the year end on March 31, but we know that we will be under budget in the following areas:

- 1,042.62 and 1,003.80 for a total of \$2046.42 on board AGM & board meeting expenses

- \$1500 will not be spent on the string competition as its launch has been delayed.

Expenses that we still expect to pay out:

- While there is \$1,266.33 under budget for Conference sessions & seminars, this is because AMEF took on the initial cost of shared sessions and will be invoicing us before our year end once tech costs are finalized.
- Continuing Education has a few sessions scheduled this spring that we will be sponsoring, but won't use the full amount budgeted.

**Profit & Loss Budget vs. Actual
As of February 12, 2020**

	April 1, 2018 – Mar 31, 2019	Budget	\$ Over Budget	April 1, 2019 - Mar 31, 2020	Budget	\$ Over Budget
Income						
Advertising Income	125.00	50.00	75.00	75.00	50.00	25.00
Conference Income	40.00	0.00	40.00	40.00	0.00	40.00
Donations	0.00	0.00	0.00	25.00	0.00	25.00
Interest Income	577.88	510.00	67.88	318.99	830.00	-511.01
Membership Income	64,040.00	61,875.00	2,165.00	66,105.00	64,425.00	1,680.00
Projects Income						
CFMTA Student Composer Comp.	545.00	600.00	-55.00	205.00	600.00	-395.00
Piano Competition	200.00	150.00	50.00	0.00	0.00	0.00
String Competition	0.00	150.00	-150.00	0.00	150.00	-150.00
Vocal Competition	350.00	0.00	350.00	0.00	0.00	0.00
Total Projects Income	1,095.00	900.00	195.00	205.00	750.00	-545.00
Sponsorship Income	2,250.00	2,000.00	250.00	2,200.00	2,000.00	200.00
Total Income	68,127.88	65,335.00	2,792.88	68,968.99	68,055.00	913.99
Expense						
Administration						
Administrator Contract	10,560.00	10,560.00	0.00	9,680.00	10,560.00	-880.00
Bank & Service Fees	1,936.19	2,028.00	-91.81	323.66	1,870.00	-1,546.34
Computer Expenses	200.00	200.00	0.00	0.00	250.00	-250.00
Mileage	167.65	175.00	-7.35	78.05	125.00	-46.95
Office Supplies	635.96	500.00	135.96	243.50	600.00	-356.50
Post Office Box	345.45	340.00	5.45	-12.29	0.00	-12.29
Rent	600.00	600.00	0.00	550.00	600.00	-50.00
Telephone and Fax	396.17	384.00	12.17	332.20	384.00	-51.80
Total Administration	14,841.42	14,787.00	54.42	11,195.12	14,389.00	-3,193.88
Advertising & Publicity						
Social Media	60.00	200.00	-140.00	0.00	100.00	-100.00
Advertising & Publicity - Other	828.56	1,275.00	-446.44	800.00	1,075.00	-275.00
Total Advertising & Publicity	888.56	1,475.00	-586.44	800.00	1,175.00	-375.00
Board Expenses						
AGM Expenses						
Hotels	144.82	1,260.00	-1,115.18	900.40	968.00	-67.60
Meals	59.61	520.00	-460.39	68.65	100.00	-31.35
Travel	409.60	1,771.00	-1,361.40	745.15	1,650.00	-904.85
Total AGM Expenses	614.03	3,551.00	-2,936.97	1,714.20	2,718.00	-1,003.80
Board Meetings Travel & Meals						
Catering	337.04	455.00	-117.96	237.38	400.00	-162.62
Hotels	129.25	420.00	-290.75	0.00	880.00	-880.00
Meals	22.41	230.00	-207.59	0.00	0.00	0.00
Travel	716.80	1,351.00	-634.20	0.00	0.00	0.00
Total Board Meetings Travel & Meals	1,205.50	2,456.00	-1,250.50	237.38	1,280.00	-1,042.62
Conferencing	0.00	0.00	0.00	203.17	200.00	3.17
Directors Insurance	960.00	0.00	960.00	960.00	960.00	0.00
Meeting Room Rental	0.00	150.00	-150.00	170.00	150.00	20.00
Board Expenses - Other	59.88	0.00	59.88	230.00	240.00	-10.00
Total Board Expenses	2,839.41	6,157.00	-3,317.59	3,514.75	5,548.00	-2,033.25
Member services						
CFMTA Delegate Expenses	269.40	250.00	19.40	1,269.05	2,157.00	-887.95
CFMTA Dues	16,010.00	15,435.00	575.00	16,273.00	15,880.00	393.00
Conference/AGM						

Catering						
Meal payments	-321.00	-200.00	-121.00	-190.00	-300.00	110.00
Catering - Other	840.00	600.00	240.00	1,082.89	840.00	242.89
Total Catering	519.00	400.00	119.00	892.89	540.00	352.89
Conference Registrations	0.00	0.00	0.00	101.15	686.00	-584.85
Printing, Postage, and Supplies	43.16	100.00	-56.84	54.43	100.00	-45.57
Sessions & Seminars						
Clinician Travel Expenses Session	1,040.13	1,200.00	-159.87	140.00	1,200.00	-1,060.00
Honorariums Sessions & Seminars - Other	875.00	800.00	75.00	750.00	800.00	-50.00
155.00	250.00	-95.00	93.67	250.00	-156.33	
Total Sessions & Seminars	2,070.13	2,250.00	-179.87	983.67	2,250.00	-1,266.33
Total Conference/AGM	2,632.29	2,750.00	-117.71	2,032.14	3,576.00	-1,543.86
Directory						
Directory Postage	374.80	425.00	-50.20	366.91	375.00	-8.09
Directory Printing	276.90	300.00	-23.10	265.22	280.00	-14.78
Total Directory	651.70	725.00	-73.30	632.13	655.00	-22.87
Honoraria & Gifts	178.31	250.00	-71.69	180.32	250.00	-69.68
Insurance	15,645.00	15,435.00	210.00	14,525.00	15,680.00	-1,155.00
Members Postage	433.20	325.00	108.20	448.87	425.00	23.87
Membership Renewals						
Membership Renewals Postage	312.67	300.00	12.67	121.04	300.00	-178.96
Membership Renewals Printing	0.00	0.00	0.00	0.00	0.00	0.00
Total Membership Renewals	312.67	300.00	12.67	121.04	300.00	-178.96
Tempo						
Editor Honorarium	500.00	500.00	0.00	500.00	500.00	0.00
Postage	320.67	300.00	20.67	497.59	300.00	197.59
Printing	522.90	510.00	12.90	561.75	510.00	51.75
Total Tempo	1,343.57	1,310.00	33.57	1,559.34	1,310.00	249.34
Website and Database						
Webmaster Contract	1,000.00	1,000.00	0.00	1,000.00	1,000.00	0.00
Website Hosting	2,018.59	1,983.00	35.59	1,105.26	1,300.00	-194.74
Total Website and Database	3,018.59	2,983.00	35.59	2,105.26	2,300.00	-194.74
Total Member services	40,494.73	39,763.00	731.73	39,146.15	42,533.00	-3,386.85
Partnerships						
Alberta Music Festival Assoc.	0.00	0.00	0.00	0.00	200.00	-200.00
CASSA Musical Arts	500.00	500.00	0.00	0.00	500.00	-500.00
Total Partnerships	500.00	500.00	0.00	0.00	700.00	-700.00
President's Expenses						
CFMTA President Visit	492.29	400.00	92.29	0.00	0.00	0.00
Conference Registrations	336.42	300.00	36.42	0.00	300.00	-300.00
General	19.32	50.00	-30.68	0.00	50.00	-50.00
Visits to Branches	433.30	400.00	33.30	0.00	400.00	-400.00
Total President's Expenses	1,281.33	1,150.00	131.33	0.00	750.00	-750.00
Projects						
ARMTA Recognition Fund						
Donation	200.00	200.00	0.00	0.00	100.00	-100.00
Collegiate Chapters	0.00	200.00	-200.00	0.00	400.00	-400.00
Commissions	0.00	0.00	0.00	0.00	0.00	0.00
Community Service Certificates	2.00	25.00	-23.00	0.00	25.00	-25.00
Continuing Ed./Travelling Work.	2,499.88	2,000.00	499.88	70.00	3,000.00	-2,930.00
Piano Competition	1,668.13	1,500.00	168.13	1,769.85	1,200.00	569.85
Recognition Fund Postage	83.00	100.00	-17.00	0.00	150.00	-150.00
Strings Competition	0.00	0.00	0.00	0.00	1,500.00	-1,500.00
Student Composer Competition	994.61	1,200.00	-205.39	1,067.47	1,200.00	-132.53
Vocal Competition	730.85	1,500.00	-769.15	828.37	1,200.00	-371.63
Total Projects	6,178.47	6,725.00	-546.53	3,735.69	8,775.00	-5,039.31
Scholarships						
Continuing Education Scholarshi	0.00	0.00	0.00	0.00	1,000.00	-1,000.00
Scholarships - Other	800.00	800.00	0.00	0.00	0.00	0.00
Total Scholarships	800.00	800.00	0.00	0.00	1,000.00	-1,000.00
Total Expense	67,823.92	71,357.00	-3,533.08	58,391.71	74,870.00	-16,478.29
Net Income	303.96	-6,022.00	6,325.96	10,577.28	-6,815.00	17,392.28

Balance Sheet
As of February 12, 2020

	<u>12 Feb 2020</u>	<u>12 Feb 2019</u>	<u>\$ Change</u>
ASSETS			
Current Assets			
Chequing/Savings			
ATB Chequing	38,003.80	42,709.13	-4,705.33
GIC 4	20,665.45	20,665.45	0.00
GIC 5	12,531.70	12,226.05	305.65
Stripe	3,504.96	5,454.99	-1,950.03
Total Chequing/Savings	<u>74,705.91</u>	<u>81,055.62</u>	<u>-6,349.71</u>
Accounts Receivable			
Accounts Receivable	20.00	0.00	20.00
Total Accounts Receivable	<u>20.00</u>	<u>0.00</u>	<u>20.00</u>
Other Current Assets			
Undeposited Funds	730.00	0.00	730.00
Total Other Current Assets	<u>730.00</u>	<u>0.00</u>	<u>730.00</u>
Total Current Assets	<u>75,455.91</u>	<u>81,055.62</u>	<u>-5,599.71</u>
Fixed Assets			
Computer Equipment			
Computer Equipment Cost	1,503.69	662.44	841.25
Computer Equipment Depreciation	-862.44	-662.44	-200.00
Total Computer Equipment	<u>641.25</u>	<u>0.00</u>	<u>641.25</u>
Total Fixed Assets	<u>641.25</u>	<u>0.00</u>	<u>641.25</u>
TOTAL ASSETS	<u>76,097.16</u>	<u>81,055.62</u>	<u>-4,958.46</u>
LIABILITIES & EQUITY			
Liabilities			
Current Liabilities			
Other Current Liabilities			
ARMTA Recognition Fund			
Donations Received	15.00	0.00	15.00
Total ARMTA Recognition Fund	<u>15.00</u>	<u>0.00</u>	<u>15.00</u>
Branch Fees Collected			
Calgary Branch	3,347.50	4,030.00	-682.50
Edmonton Branch	1,692.50	3,350.00	-1,657.50
Lethbridge Branch	140.00	280.00	-140.00
Red Deer Branch	75.00	200.00	-125.00
Total Branch Fees Collected	<u>5,255.00</u>	<u>7,860.00</u>	<u>-2,605.00</u>
CFMTA 2021 Loan	-1,000.00	0.00	-1,000.00
CMT Magazine Print Subscription	-20.00	60.00	-80.00
Deferred Income	16,471.50	19,712.50	-3,241.00
Total Other Current Liabilities	<u>20,721.50</u>	<u>27,632.50</u>	<u>-6,911.00</u>
Total Current Liabilities	<u>20,721.50</u>	<u>27,632.50</u>	<u>-6,911.00</u>
Total Liabilities	<u>20,721.50</u>	<u>27,632.50</u>	<u>-6,911.00</u>
Equity			
Opening Bal Equity	31,913.31	31,913.31	0.00
Unrestricted Net Assets	12,885.07	12,581.11	303.96
Net Income	10,577.28	8,928.70	1,648.58
Total Equity	<u>55,375.66</u>	<u>53,423.12</u>	<u>1,952.54</u>
TOTAL LIABILITIES & EQUITY	<u>76,097.16</u>	<u>81,055.62</u>	<u>-4,958.46</u>

Vicki Martin

5. g) Administrator's report

Membership, money, monthly memos, and mail is most of what I do. There is little to report that is outside the usual administrator job description and duties. Receiving, acknowledging, entering and filing

vulnerable sector checks has taken more time. Closing the mailbox has meant less time and mileage going to check it each week. Hours worked are highly seasonal but average out over time:

MONTH	2013	2014	2015	2016	2017	2018	2019	2020
January		67.22	59.50	52.83	40.75	43.33	28.08	31.33
February		47.58	63.17	62.17	76.25	66.08	91.50	
March		55.42	56.50	38.58	35.58	57.83	44.92	
April		40.92	57.00	49.58	47.33	43.50	54.33	
May		52.42	37.42	33.92	27.67	34.58	26.00	
June		31.75	37.17	40.08	19.67	24.00	27.67	
July		23.75	36.17	38.33	27.83	27.58	37.08	
August		20.33	36.92	33.00	19.67	27.92	29.50	
September		72.02	59.17	34.75	33.83	53.67	42.17	
October		66.75	68.73	95.67	84.67	58.25	80.17	
November	62.75	35.08	36.33	36.08	38.00	32.00	26.50	
December	30.48	19.25	16.67	25.50	22.33	14.98	18.08	
Average/month	46.62	44.37	47.06	45.04	39.47	40.31	42.17	31.33
Total	93.23	532.49	564.75	540.49	473.58	483.72	506.00	31.33
Average/week		10.2402	10.8606	10.394	9.10731	9.30231	9.730769	

Vicki Martin

6. CONVENOR REPORTS

6. a) Archives

Nothing to report.

Jennifer Nowacka

6. b) Bursary and Scholarships

We have awarded bursary funds to 15 students who have demonstrated financial need. Some of these students were young musicians studying in private lessons, others were university students. We even offered smaller bursaries to those attending PianoFest last summer. We were happy to hear the board decision that bursary money will only go to students studying with current members of ARMTA. We believe it is one of the benefits of joining the association, and felt conflicted sending money to students whose teachers could be members but simply chose not to be. When students were awarded bursary money, they were encouraged to write a thank-you or small reflection piece to publish (anonymously) in Tempo so the provincial members can see how this money is being tangibly used in the community. There is still \$1400 left to award this year, and the increase to an \$8000 annual budget was very appreciated.

Budget Request Rationale:

This year, the budget was increased from \$6000 to \$8000 in student needs bursaries awarded and we have really taken advantage of the extra funding. Continuing this amount in future years will benefit even more students.

The \$2000 in pedagogy scholarships seems appropriate, however more applications would make for a more compelling competition (there were 2 applications and 2 scholarships this year, so the candidates won by default).

Personal update: I will be stepping down from the Bursary coordinator position in the coming year, since I am due to have a baby in July.

Karen Gerelus

6. c) Policies and Procedures/Bylaws

See [4. e\) Policies & Procedures manual updates](#)

See [Policies And Procedures.2019Sep dec.pdf](#)

Beth Olver

6. d) Canada Music Week

My question to the branches for discussion would be

“How can I best support branches in their Canada Music Week efforts?”

The Lethbridge Branch of the Alberta Registered Music Teachers’ Association (ARMTA) held their annual Canada Music Week Recital and Student Awards Presentation in the Theatre Gallery of the Lethbridge Public Library Main Branch. Over 100 teachers, students, and family members attended. The event began with a special First Nations Culture Presentation by musician Mikael Schmidtke and local artist and educator John Chief Calf.

Mikael Schmidtke, born in Lethbridge and a Grade 12 student at Lethbridge Collegiate Institute, is a solo artist who expresses all aspects of the world and its people through his unique musical style. He performed one of his own compositions on guitar and spoke about his approach to composing. His piece depicted working on the rails and incorporated harmonic, rhythmic and percussive elements on the guitar.

John Chief Calf, a lifelong self-taught artist who utilizes multiple mediums, with a focus on ink and the spiritual process of creating art, displayed three of his original works and spoke about the influence of Blackfoot heritage, culture and history in his work as an artist.

Following the First Nations Culture Presentation, twenty-five students performed selections by Canadian composers including Anne Crosby Gaudet, Christine Donkin, Nancy Telfer, Pierre Gallant, Talivaldis Kenins, Linda Niamath, David Duke, Clifford Poole, Jean Coulthard, and Ian Tyson. The afternoon ended with the Lethbridge Branch’s annual awards presentation. Thirty-nine awards totalling over \$2200 were presented to students for the highest marks in practical and theory exams during the December 2018-August 2019 examination sessions. The Lethbridge Branch of ARMTA is grateful for the support of CFMTA through the William Andrews Award for innovative Canada Music Week projects.

Calgary ARMTA celebrates Canada Music Week studio by studio. Many teachers have recitals where students select compositions by Canadian composers. Others have compositions of their students played. Many Calgary ARMTA teachers enter their students in the Calgary Contemporary Showcase. This year it ran November 21-23, with a final Gala to be held on the 29th. There was a teacher workshop “How to teach Composition in your Studio” with composer/adjudicator Lynette Sawatsky this year also, which over a dozen ARMTA teachers attended on the morning of November 21st. Contemporary Showcase is a non-competitive festival celebrating the music of contemporary Canadian composers. Its goal is to support and encourage local students, teachers, musicians and composers. Many of us also pass out the colourful CFMTA “Canada Music Week” stickers to our students that week also. We are happy to promote Canada and Canadian music.

Tamara Bowie

6. e) CFMTA Conference 2021

The conference committee has settled on a working schedule. To encourage participation of both the vocal and strings communities, we plan on a strings masterclass and pedagogy session on Thursday and a vocal pedagogy session and masterclass (from the vocal competition) to run on Friday.

Noe Kageyama, a strings player, has accepted our invitation to be keynote speaker. The keynote address is planned for Thursday so he can run the strings masterclass and pedagogy sessions.

Postcards, call for proposals, and a display will be set up at the Music Teachers National Association (MTNA) conference registration table.

Sponsorship and tradeshow letters have been reviewed.

The preliminary budget has been set.

Marlaine Osgood

6. f) Collegiate Chapters

Nothing new to report.

I will Carmen Gorgichuk of Grande Prairie University if the music department is ready for a Collegiate Chapter.

Marlaine Osgood

6. g) Community Service Award

At the January 31 deadline the following students

Gold

Shanessa Dones - teacher: Lisa Kiernan

Jason Liang – teacher: Wolfram Linnebach

Silver

Julia Chau – teacher: David Tutt

Amy Chau – teacher: David Tutt

Marlaine Osgood

6. h) Conference

Viktoria Reisch-Dapp

6. i) Continuing Education

January 2020 Mid-year updates

I have received two proposals for funding from the Lethbridge Branch (see below). So far, I have approved the first request for the Keys to Piano Workshop, but have put the second on hold in case other requests come in from other branches. I have been reaching out this week to see if there are projects that require funding coming forward for spring 2020.

March 6-7, 2020 Keys to Piano Workshop

Clinicians: Heather Campbell and Dr. Brad Parker

Request for \$650 to cover the cost of one clinician

April 25, 2020

Voice Workshop and Masterclass with Dr. Blaine Hendsbee, U of L

1:00-4:30 p.m.

Lethbridge Public Library Main Branch Theatre Gallery

Students: \$10, Teachers: \$20, Singers in masterclass: \$15

Workshop followed by masterclass with up to 6 students participating

Expenses

Clinician Fee:	\$400.00
Library Rental:	\$75.00
Masterclass Pianist Fee:	\$80.00
Total	\$555.00

Projected Revenue (15-20 participants) \$200 to \$300

Requested Amount: \$400 (any portion remaining after expenses to be returned)

I have completed a first-draft list of potential clinicians/presenters and workshop topics to be posted on the ARMTA website so that branches and members can easily access information. Any suggestions for format and/or other information to be included on the spreadsheet would be much appreciated.

Deanna Oye

6. j) Examining Board

Names of other board members, convenors, or committee members represented: Dale Wheeler, Ruston Vuori, Twila Baker, Peter Fielding, Rachael Goldenberg

Applicants Accepted:

- Affiliate Members4
- Full Membership:
- Flute.....1
- Piano8
- Voice3

Action Issues:

Appropriate adjustments have been made to the applications with regard to matching names with the Police Report with space for preferred username.

Date of birth has also been included on application and must correlate to Police Check.

No new action issues have come up in the past 6 months.

Judith Elliott

6. k) Media

Linda Purves has just agreed to be ARMTA's Social Media Convenor!

6. l) Members at Large

Members at Large Report has had a very non-productive year. I haven't contacted any member at large or expanded the Facebook Group. I actually like being a member on the fringe of the ARMTA fold because the service I want the most is the insurance and the recognition of level of expertise. The interaction of chapters requires too much travel and time. Music teachers teach for many reasons and competition outside of the big centres isn't one of them. Most rural area parents want their children to experience and enjoy music for education benefits and fun. The competitive academia is not as critical of an element. Progress is important but not at the expense of gaining experiences playing and sharing music in non-competitive environments.

See also [4. r\) Members at Large rebranded as Rural Members](#)

Ida Edwards

6. m) Piano Competition

Preparations are underway for the 2021 ARMTA Piano Competition. It will be held in conjunction with the voice competition on Saturday, March 13th (2021) at Gaetz Memorial United Church in Red Deer. The facility has been reserved and a fee of \$260 for the day will be due in June 2020 together with the signed contract.

The deadline for application will be February 15th, 2021. Janet Scott Hoyt, Professor Emerita of the University of Alberta, has agreed to pre-screen the audition tapes.

Prizes have been confirmed and will be as follows:

Prizes sponsored by the ARMTA Recognition Fund (As confirmed by Judith Ammann): 1st Place: ARMTA Recognition Fund Prize—\$1000. An additional \$1,000 will be awarded to the candidate who represents Alberta at the National Piano Competition 2nd Place: ARMTA Recognition Fund Prize—\$1000 3rd Place: ARMTA Recognition Fund Prize—\$500 Additional Awards: Dorothy Buckley Prize—\$250 for the Best Performance of a Canadian work. Marek Jablonski Award - \$500. See discussion points below. Prize sponsored by ARMTA Edmonton: Thelma Johannes O'Neill Prize - \$250. Awarded to the first place winner.

Application criteria have not been changed. The updates outlined above will be sent to our webmaster to post on the competition page so that advertising can begin.

Questions: see [4. k\) Piano Competition questions](#)

Allison Kilgannon

6. n) Provincial Festival Association Liaison

Antonina Cox

6. o) Publicity

Vacant

6. p) Recognition Fund

See [Recognition Fund Budget.pdf](#)

Judith Ammann

6. q) Sponsorship

Vacant

6. r) String Competition

November 2019

Additional information/suggestion to my Report of October 21, 2019

To Whom It May Concern

It seems the Board did not have my report I did submit on October 21, 2019, 8.41 AM. I really expected a decision to made. Pity.

During the night/early morning, before the meeting on October 27, I saw a something very disturbing in the [Vocal Competition](#) (may be discussion) - " We will be sure that the Competition Convenor is not entering students in the competition in future to avoid it looking like favoritism."

I have to say that I WAS a member of the committee and a member of pre-selection jury. Beth excused herself because she entered one of her students. I was not told who her student was. I spent/ volunteered some quality time to listen to all candidates, a couple of times and then discussed with Kimerica Parr my selections over the phone. We were on one and same page and selections were announced. I did not know who the student was till the winners of the Competition were announced.

What affected me the most in the comments is, that nobody contacted me and informed me about the certain complain obviously was filled. I also felt I am accused of acting not as professional and in favor to a colleague,

They are certain ways how such a conflict of interest cases can be solved - ARMTA must budget money for independent pre-selection judge/s as to avoid any situations like this.

Anyways.....

Setting a standard

The [Montreal International Musical Competition is](#) Canada's only Violin competition and it happens every 3 years. The applications for the established competitions are open at least 7 months in advance.

For example: Menuhin Competition announced their 2020 Competition in their Newsletter of November9, 2018. The Competition will take place in Richmond, Virginia (USA) from 14-24 May 2020.

On April 25, 2019 Applications were opened.

The Inaugural Alberta Provincial Violin Competition is a unique opportunity to put the Province on the map.

As a Professional with a vast experience in organizing International festivals and events, I suggest the following:

- *1 To set a date for the Competition a year from now for Junior/senior categories
- *2 To announce the event as to see the response from the Violin community
- *3 To have enough time to find sponsors
- *4 To give Teachers and Students enough time to prepare the program. It will give time for preparing the application and for submitting application materials .It will give enough time for pre-selection committee/judge - different from the Competition judge, to select the competitors

The Violin Competition does not need to be tied by date/month to Piano and Voice Competitions.

Dr. Chrysanthema Nikol, Violinst

February 2020

Nothing much had happened after my meeting with Nathene Arthur and my last report.

I did have time to review my notes, the programs, rules and regulations of major Violin Competitions worldwide. I also had enough time to make final decision and prepare a strong Violin Competition repertoire list, which does not resemble any of known ones.

I will present the booklet to the board after I show it to Nathene and have discussion with her. It will be enough time for ARMTA to set up a date and announce the Inaugural edition.

Chrysanthema

RECEIVED BETWEEN FEBRUARY 22 & 29 MEETING:

Hello everybody,

I was not able to reschedule my afternood students, therefore I can't be on the meeting.

Please accept the rep. list as is as to set up a date for the competition. It will be completed with more late 20th century works - the change will not be significant.

Currently, I am discussing with my colleagues of different backgrounds and already have received one evaluation from Marc Desrube. Please read below.

Hi Chrysanthema,

The list looks excellent.

Christi is Assistant Concertmaster of the Victoria Symphony, so yes she also plays contemporary music.

And she's a very positive and friendly person, so I think she'd be excellent for this.

Best wishes,

Marc

Thanks, Chrysanthema

Repertoire:

1. One of the following sonatas for unaccompanied Violin (must be performed without repeats)

J.S. Bach Solo Sonata in G minor BWV 1001, Adagio and Fuga (Allegro)

J.S. Bach Solo Sonata in A minor BWV 1003, Grave and Fuga

J.S. Bach Solo Sonata in C Major BWV 1005, Adagio and Fuga

2. Two contrasting movements from Sonatas for Violin and Piano/Harpsichord from the following:

A. Corelli, 12 Sonatas op.5 (Sonata 1- 5)

*G.Tartini, [L'arte del arco](#), 6 Sonatas op.; 6 Sonatas Op.5

Francesco S Geminiani, 12 Violin Sonatas op. 1 (publisher Facsimile Jean-M Fuzeau)

*Nicola Porpora

*Francoise Couperin, *Concerts Royaux* ## 7,9*

* J. Senaillé, *10 Violin Sonatas op.1** (#2)

* J. Schmelzer, Violin Sonatas 1664

* Jacquet de la Guerre, Sonatas ##1 - 6

* F.M.Veracini, Sonata #1, Book 1

Or one of the following works for Solo Violin:

*G. Tartini, 26 Piccole Sonate

*P. A. Locatelli, 24 caprices for Violin Solo op. III

3. One work for Violin and Piano from the following:

*N. Paganini, I Palpiti Op.13; Le Streghe op. 8 (Witches Dance); Il Carnevale di Venezia, op.10

*H. Wieniawski, The *Variations on an Original Theme*, Op. 15, [Polonaise brillante in A Major, Op. 21](#)

* P. de Sarasate, Carmen Fantasy, Op. 25

* K. Szymanowski, 3 Myths Op.30

* P.I. Tchaikovsky, Valse Scherzo Op.34 ;

* C. Saint Saens, [Introduction and Rondo Capriccioso](#)

* F. Kreisler, Caprice Viennois Op.2; La Gitana; Rondino Theme of Beethoven; Syncopation; Marche miniature viennois.4

* G. Gershwin -Heifetz, Porgy and Bess, **(one piece only)**

* M. Ravel, Tzigane

* I. Stravinsky, Duo Concertante; Suite Italienne* L.Dallapiccola, Tartiniana, Tartiniana Seconda; R. Shchedrin, Journey to Eisenstadt, In Style of Albeniz

Or one of the following works for Solo Violin:

Paganini, Sonata a Violino Solo (Merveille de Paganini) MS 6, [Nel cor più non mi sento, MS 44](#)

Caprice d'Adieu; H. Wieniawski L'École Moderne, 10 Études-Caprices Op. 10;

H.W. Ernst, The Last Rose of Summer; F. Kreisler, Recitative and Scherzo-Caprice, Op. 6; E. Ysaÿe, 6 sonatas Op.27 (one movement only); * B. Bartok, Sonata (one movement only) * E. Bloch, Nigun; [N. Milstein](#), Paganiniana, H.W. Henze; [K. Penderecki](#), Capriccio per violino solo, 2008, A. Rodenblatt, Swinging fuge; D. Muller Siemens [.called dusk V](#); P. Hindemith, [Präludium G minor](#); R. Shchedrin, Variations and Theme; Echo Sonata (1984)

4. Two contrasting movements from Sonatas for Violin and Piano:

(Haydn).A. Mozart, Sonatas for Keyboard and Violin, K. 6-9; L.van Beethoven, Sonatas for Fortepiano and Violin, Op. 12; M. Ravel; C. Debussy; G.Faure, #2, E minor; F.Poulenc; S. Prokofiev, #2

5. A Canadian work for solo violin or for Violin and Piano, written in the last 30 years

6. First or 2&3rd movements from 20th Century Concertos for Violin and Orchestra.

S. Barber Op. 14; B. Bartok, ##1, 2; A. Berg; M. Castelnuovo-Tedesco , # 2, op 66 "The Prophets"; A. Ginastera; P. Hindemith; D. Milhaud, Concertino de Printemps, Op. 135; A. Schoenberg,; S. Prokofiev, #2, Op.63; I. Stravinsky; John. Adams;

6. s) Student Composer Competition

Nothing much to report for the Student Composer Competition.

Everything has been updated for the entry deadline of April 1st and the online registration is open on the website. Jesse Plessis is our adjudicator once again.

Christine Rogers

6. t) Tempo

The 2019 edition of Tempo compiled four member-written articles with the majority falling into the theme of musician wellness. Thanks to the contributing authors' hard work and their time, we were able to publish a high-quality magazine. Due to the extra contents, there were also extra costs for printing and mailing. To avoid having the same over-budget problem, I have included the extra costs in the proposed budget for this coming year.

Lisa Ng

6. u) Vocal Competition

Elizabeth Raycroft

6. v) Webmaster

ARMTA Provincial Website Report – FEBRUARY 2020

1. ARMTA Provincial Website & Maintenance:

We continue to use WordPress for our content management system. Since January 2018 we have been using a theme called "OnePress". Lethbridge Branch, Edmonton Branch & Red Deer websites are using the same theme. The main image on the front page is different for each branch to give each branch their own identity while still maintaining a unified look across the province.

Red Deer switched to the "OnePress" theme over summer 2019.

Other branches are also welcome to switch to the WordPress theme "OnePress". Email web@armta.ca if you need assistance in the transition.

I have been making changes & updates to the information on the website as instructed by the administrator & the past president including:

- Yoast SEO plugin installed on our websites to help improve Google search rankings
- Experimenting with various settings within the Yoast SEO plugin to achieve good search results
- Adding more information to our Google profile to get more response from visitors
- Purchased the WordPress plugin File Upload Pro for €20 EUR (\$30.66 CAD) so we can have users upload multiple files at once for submitting membership application supporting documents. We also use this plugin for uploading documents for community service award, bursary award, pedagogy scholarship, student composer competition, & piano competition recordings.

If you have a photo of something ARMTA related please email it to web@armta.ca

2. Google G Suite for nonprofits:

We are now set up with a G Suite for nonprofits account (since Feb 2020). We plan to make use of G Suite for Zoom meetings, document storage & other features.

3. Public Member Profiles:

Add your photo in our Find A Teacher results.

Members can email their photo to web@armta.ca to be added beside your name when someone searches using our Find A Teacher directory page. **We currently have 15 member photos or logos in our directory.**

Members are encouraged to add information into their member profiles in the find a teacher directory so they will be found in more searches. You can add any text & photos. Click the "Profile" tab when logged into "Manage Account" section of the member's area. You can add images in the "Profile Gallery" box & add text in the "Profile Description" box. Anything added here will show up in the find a teacher directory when someone clicks your name.

Subjects Taught in Directory Listing

Now all members subjects taught are displayed on the business card in the teacher directory list. This will make it easy for visitors to see your registered subjects & all the other subjects you teach in the same place on the first page.

4. "I'm a member of ARMTA because...":

Photos of members & their statements have been added to the front page of the website. Currently we have 11 member statements posted online. Members can send me more statements & their photo at any time to be added into the collection. You also have the option to send a statement without a photo.

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

ARMTA Provincial can host unlimited websites on their account for no additional hosting fees. The website's branch is only responsible for their domain name registration fee (usually \$10-\$25 per year). Send an email to web@armta.ca if your branch would like to do this.

Local branches taking advantage of this:

Edmonton Branch www.armtaedmonton.ab.ca

Lethbridge Branch www.lrmta.com

Calgary Branch www.armta-calgary.com

Red Deer Branch 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 basic websites for smaller branches for no set-up cost. Contact web@armta.ca to get started.

ARMTA Provincial Database Report – FEBRUARY 2020

Since April 2015 we have been using a membership management system for storing our provincial member's information called Membership Works (MWs): <https://membershipworks.com/>

This is a subscription-based service that is currently \$79 USD / month.

I have been making changes & updates to the membership registration form, events & other areas of our Membership Works system as instructed by the administrator & event coordinators.
I have continued to help members with login problems & other database issues.

Provincial Executive Label:

Reminder: Members who are part of the provincial executive have had a label added to their account so they can access the “Exec only” tab in the member’s area of our website. If you are on the provincial executive, you will automatically have access when you login to the member’s area with your usual email & password.

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. Calgary, Edmonton & Red Deer branches are making use of this.

If your branch would like admin access contact web@armta.ca.

Event List:

Any branch can post their events in Membership Works so members can register online (offline & online payment options available). Membership Works keeps track of registrations & payments received. You can put the registration form right on your own branch website. Currently Provincial, Edmonton & Lethbridge are using this feature. Contact web@armta.ca if you would like to start using this feature.

Submitted by:
Carolyn Garritano

6. w) Wellness

Information:

Prepared an article on the State of Musician Wellness for the Tempo newsletter.

For discussion:

I do feel I should do more in this role but have limited time available – like so many of us. My apologies.

Perhaps it would be a good idea to see if there are other members who would like to form a committee so that we can come up with some ideas/plans to implement.

Thank you for all you do.

Michelle Wheatley-Brown

6. x) Young Artist Tour

Nothing to report.

Louisa Lu

7. BRANCH REPORTS

7. a) Calgary

We had our fall GM in October 2019. Teachers had fun playing an ice breaker game, and then Jennifer Orr, (speech arts teacher and examiner), continued the fun encouraging us to help our students tell a story through their music.

Canada Music Week seems so long ago, but Calgary Branch, in conjunction with Contemporary Showcase, sponsored a workshop presented by Lynette Sawatsky. She gave advice on how teachers could teach composition and presented many of her compositions.

Many ARMTA members attended the Celebration of Life for one of our dear, long standing members, Dorothea Johanson, in November.

Feb. 1 was the ARMTA Calgary Recital and Awards, (ACRA), our previous Honours Recital. The recital included piano, voice, and speech arts, from students who had top marks in Grades 1 – ARCT. Over 40 students received scholarships, (a total of \$3585, including \$800 from the ARMTA Recognition Fund), and/or medals for piano, voice, strings, speech art and advanced theory. ARCT graduates were honoured with framed certificates. Thirteen teachers were represented.

Feb. 8 was the Outstanding Student Recital honouring 30 additional piano students, many who had received First Class Honours with Distinction. Eight of these students also received scholarships. Eight teachers were represented.

Calgary branch has accepted the CFMTA Branching Out challenge, with three events. Students have already played at the new Calgary Central Public Library, a truly extraordinary creative architectural masterpiece. Performances are also scheduled for the Devonian Gardens and the Calgary Zoo.

Three or four times a year, there are student recitals held in the north and south. There is no charge for these. Students of all disciplines are welcome.

We invite you all to our Advanced Harmony workshop May 24, with Julia Galieva-Szokolay Jszokolay. We look forward to our fundraiser, Music Marathon, May 23.

We have members who have started two new initiatives: “Music for Everyone” helps immigrant children with music. There is also great collaboration with the CPO “PhilKids” program which will provide music instruction to children at an inner city school.

We have a small group of teachers, most of whom have been president of the branch at one time or another who continue to support the executive work of our association. With a membership of almost 200, we are continually trying to get more teachers involved in running our programs.

Our members receive e-mails fairly frequently. The Calgary website continues to keep members up to date. We are looking forward to the publication of our next “Impromptu”. We are now distributing business cards to music businesses with our new QR code, and have added stickers with the code to our signs.

Respectfully submitted,

Barbara Robertson and Rita Thurn

7. b) Edmonton

Edmonton Branch Executive:

President – Rosemarie Horne

Vice President – Subash Giri

Treasurer – Matt Meyer

Secretary – Vacant

Past President – Judith Ammann

The Northern Alberta Concerto Competition continued for the 39th year. The Preliminaries went very well on Sunday, November 3rd. Our jury panel, Whitney Sloan and Mikolaj Warszynski were fantastic to work with and enjoyed the high quality of all the performances. 5 (out of 8) Intermediate Pianists, 2 (out of 4) Senior Pianists and 3 (out of 3) Senior Vocalists have moved forward to the Finals.

The finals took place Sunday, January 12, 2020 in Muttart Hall. The winners were: Intermediate Piano - Joanna Hao; Senior Piano - Jason Liang; Voice - Glynnis McCrostie. The pianists play with the EYO Sunday, February 23, 2020; the vocalist performs Sunday, May 3, 2020.

The jury members were Deanna Oye, piano, Eva Bostrand, voice, and Petar Dundjerski,

The Awards and Scholarship recital was held on December 8th with 123 entrants with 13 students performing. A total of \$2650 was awarded with \$1000 coming from the ARMTA Recognition Fund. Students from Level 1 to ARCT were recognized with Royal Conservatory of Piano and Conservatory Canada students included. The students recognized were from 37 different teachers.

The Clementi Sonatina Project continued again this year with the concert held at Muttart Hall on Sunday, Feb 9, 2020. This is a great opportunity for students to play with an orchestra. All 9 piano students prepared and performed well. There were about 45 people in attendance including 16 EYO string players.

We had another Continuing Education Workshop. Dr. Allan Gilliland gave a lecture on composing to teachers on Jan.27. We had 10 participants. He provided an excellent handout and provided "5 Great Ideas to Get Your Students Composing".

The CFMTA 2019-20 Branching Out Event was held January 25. Fourteen students and teachers played solos and duets at Shepherd's Care Foundation- Kensington Village in Edmonton. This is a huge 900-unit facility that houses seniors in bungalows, condos, apartments, and several levels of extended care. The attendance was excellent and included people who walked over from the condos. Thank you to Leslie Bai for providing great food after; unfortunately, there was misunderstanding about coffee and some of the residents were very surprised that the facility did not "bring it in for us" as they usually do. There were compositions by Canadian composers, including Violet Archer, Joan Bender, Stephen Chatman, Ina Dykstra, Anne Crosby Gaudet, Frank Mills, Andre Gagnon, and David McIntyre. There was also music from the Baroque, Classical and Romantic eras. Special thanks to Vicki to was MC and also played a Suite of David McIntyre pieces on the day before her own student recital.

The residents, ARMTA teachers, and performers and families provided a very receptive audience and I strongly recommend taking another ARMTA presentation to this venue.

Preparation continues for CFMTA Conference 2021. To promote the conference with MTNA we are sending postcards and the call for proposals to the MTNA conference with Pat Frehlich and placing a postcard sized ad in the MTNA magazine. To encourage strings teachers, a stings masterclass and pedagogy session will be offered on the same day. We continue to fill roles for convenors.

Rosemarie Horne

7. c) Grande Prairie

Dustin Anderson

7. d) Lethbridge

Executive 2019/2020: President -Christine Rogers, Vice-President – Brenda Lockmuller, Secretary-Vacant, Treasurer- Megan Wittig, Corresponding Secretary-Mary Lee Voort

The Branch currently has 23 members

The theme for CFMTA Branching out 2020 is "Music on the Move". For our Branching out event, we held a Halloween-themed recital on Saturday Oct. 26th, 2019 at The View (a local senior residence) where students were encouraged to wear costumes and there was an ice cream social with the residents after.

Lethbridge branch held their annual Canada Music Week Recital and Student Awards Presentation on November 23, 2019. Over 100 teachers, students, and family members attended. The event began with a special First Nations Culture Presentation by musician Mikael Schmidtke and local artist John Chief Calf. Mikael is a Grade 12 student and performed one of his own compositions on guitar and spoke about his approach to composing. John displayed three of his original works and spoke about the influence of Blackfoot heritage, culture and history in his work as an artist. Following the presentation, 25 students

performed selections by Canadian composers and the afternoon ended with the Lethbridge Branch's annual awards presentation. 39 awards totalling over \$2200 were presented to students for highest marks in practical and theory exams, including the ARMTA recognition Fund Student Awards given to 4 students with highest marks in both a practical and theory exam. The branch is grateful for the support of ARMTA and CFMTA and received the William Andrews Award for innovative Canada Music Week projects. In addition, the following ARMTA Milestone recipients were recognized for their years of membership, Betty Jo Radley, Christine Rogers, and Lorrie Wittke.

On Dec. 7th, one of our members, Betty Jo Radley, hosted the Christmas Adult Get-together and Christmas recital for students for our branch in her studio.

Upcoming events include Keys to Piano workshop on March 6-7, 2020 with clinician Dr. Brad Parker from the University of Lethbridge and Heather Campbell for Mississauga, Ontario. There will be a presentation for teachers and senior students on Friday evening and masterclasses, lunch, recital and extra sessions for teachers and students on Saturday.

Our branch will be hosting a Festival Preparation Recital for students on March 21, 2020 at the Public Library.

We will be hosting a fundraising recital on Saturday May 9th, 2020 at Casa. We will be splitting the profits between our Awards Program and the CFMTA 2021 National Convention in Edmonton.

Tamara Bowie

7. e) Medicine Hat

Nothing to report.

Sheryl Schnare

7. f) Red Deer

So far, we have had a good season with a variety of activities and professional development for both students and teachers to get involved in.

Our PD portion following our Red Deer Branch meeting in October, had Dr. Dale Wheeler presented "The Secret Life of the Left Hand". On November 7, Derek Chiu and Janet Lopinski, from RCM, came and presented on theory and online available materials. Bower Mall Drop in "Merry Christmas Mall Music" was held on Saturday, December 14th from 2:00-5:00 pm where we had non-stop, ongoing piano, vocal and string music played by our students and teachers for three hours from 2:00-5:00 pm. In January, our PD workshop was an RCM examiner, Annette Bradley who presented a session on "Preparing Students for Exams and Other Exam Tidbits and Reflections". On February 1 our Branch President, Annette Bradley hosted the second annual "President's Soiree" at her home which was an evening of visiting, eating and getting to know each other better. The feedback was positive and those who attended enjoyed themselves. Everyone brought food to share and it was open for members to bring spouses and significant others to attend. March 14 will be an afternoon Student Recital at First Christian Reformed Church. We will be taking donations at the door. Thanks goes to our events convener, Estelle Carpenter and those who help here for making these meetings and events a success.

Our current membership is 20 members with a new ORMTA member arriving in spring from Ontario. We hope to access some Continuing Ed money to bring in a special speaker for our AGM on May 23rd. We have donated money to our Red Deer Festival for three scholarships and gave out over \$1700 for top examination marks in practical and theoretical exams in November.

Annette Bradley

8. CORRESPONDENCE

Letter of thanks from CASSA and Chanan Ngo.pdf

Request for donation from Canadian Music Centre Prairie Region.pdf