



ARMTA Calgary Branch Annual General Meeting

Monday May 11, 2020

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Minutes for ARMTA Calgary Annual General Meeting
 First Church of the Nazarene
 Monday, Mar 18, 2019

Attendance: Nathene Arthur, Sharon Carne, Ilkim Tongur, Kay Alexander, Janice Rohl, Lisa Kiernan, Janet Porter Chaudhry, Alicia Romero, Nadia Khlynovskoya, Janice Dahlberg, Carol S Moore, Beth Olver, Rita Thurn, Cathy Stephen, Gideon Choi, Barbara Tetzlaff, Plamen Paskalev.

Regrets: Karen Gerelus, Barbara Robertson, Kathryn Lapp, Rachel Goldenberg, Marian Parrott, Helve Sastok, Madeline Neufeld, Elaine Case, Leila MacKenzie, Jackie Law, Katrina Thompson, Melodie Archer, Betty Lou Beatty, Lindsay Inkster, Lorna Sewell, Jennifer Latta, Ronald Proctor, Michael van der Sloom

Breakfast and Social 9:15-9:50am

CALL TO ORDER by President Lisa Kiernan at 9:50am

1. **Review and Approval of Agenda.**

- Agenda: amended to add 7b iii Promotions – Beth Olver.
- **Move to accept amendments by Cathy Stephen. Seconded by Rita Thurn.**
- **Carried**

2. **Attendance and regrets:** See above

3. **Welcoming New members:** none in attendance

4. **Acknowledgements to Calgary Branch Members.**

- Presentations were made on behalf of ARMTA Provincial to the following Calgary ARMTA members for their membership and contributions: Barbara Tetzlaff (25 years).
- Awards for Elisabeth Szojka, Melodie Archer, Ronald Proctor, Rosslynn Chung, Denise Jamieson will be mailed out.

5. **Approval of minutes from AGM Monday March 19, 2018.**

- Noted in (6)(a) teacher name misspelled – should be Chrysanthema Pashunkova.
- Noted, item (12) occurs twice – second 12 should read (13) Announcements.
- Under (12)(a), date should read “May 5” instead of “Mary 5”.
- **Move to accept amendments by Alicia Romero. Seconded by Sharon Carne.**
- **Carried.**

6. **Executive reports:** Reports were delivered in print to all members and were briefly summarized by the President. (See attachments for President, Past President, Acting 1st Vice President, and Secretary reports)

- f. Treasurer: Sharon Carne.

- i. Financial Report: See attached
 - Noted that no complimentary memberships were given this year for 1st year memberships.
 - Expense for Online Membership service fees will be split with provincial. The amount owing was not yet known at the time of printing of the budget as memberships are still being collected at the provincial office
 - Calgary branch does not have to pay a portion to use Provincial Zoom
 - Highlighted that money is available in the budget to create social meetings
 - Honours Recital Expenses – An overpayment of Honours Recital Expenses to the Endowment Account has been corrected
 - Discussion related to Administration Assistant position created June 2018: Hopefully presence of a paid Administration Assistant will ease volunteer jobs in the future so more people will help out.
- ii. Auditor Report: see attachment

Move to accept Executive Reports by Janice Dahlberg. Seconded by Beth Olver.

Carried

- iii. *Budget. Mistakenly skipped. Revisited at reconvened meeting at 12:01pm.*

7. **Convener Reports.** Reports were delivered in print to all members and were briefly summarized by the President. (See attachments)
 - a. Internal Communication (Treasurer)
 - i. Web Master: Lindsay Inkster
 - ii. Email/telephone announcements: Barb Robertson.
Donations will be asked of from groups outside of ARMTA membership when information to members is sent out.
 - iii. Acting Newsletter editor: Alicia Romero
 - iv. Sponsorship: Jackie Law
 - v. Newsletter Distribution: Carol Moore
 - b. External Communications (2nd VP)
 - i. New Member Convener: Melodie Archer. Archives: Nathene Arthur
 - ii. Archives: Nathene Arthur
 - Archives being moved to UofC from Glenbow. They will be available in mid-2019.
 - iii. *Promotions: Beth Olver.*
 - All teachers are encouraged to use ARMTA logo on websites and studio recital programs.
 - c. Education, Social, Students (1st VP)
 - i. Workshops/Events: Vacant
 - ii. Catering: Janet Porter-Chaudhry and Ilkim Tongur
 - iii. Honours Recital: Lisa Kiernan.
 - Question about Honours Recital: minimum exam mark of 85%. Top 3 grades awarded for each category (Junior 1, Junior 2, Intermediate, Advanced).
 - Suggestion for renaming Honours recital to ARMTA Calgary Awards Recital.
 - iv. Outstanding Students Recital: Ron Proctor
 - v. Students' Recitals: Carol S. Moore, Rita Thurn
 - d. Delegates & Representatives (President)
 - i. Piano Pedagogy Advisor: Katrina Thompson

- ii. C3 Liaison: Barbara Robertson
- iii. Strings: Chrysanthema Pashunkova
- iv. ARMTA Board Representatives: Nathene Arthur and Rita Thurn
- v. CFMTA Delegate

Motion to accept Convener Reports by Cathy Stephen. Seconded by Ilkim Tongur.

Carried

8. Farewell to Conveners and Welcome to New and Continuing Conveners.

- Conveners present receive thanks: Alicia Romero, Carol Moore, Rita Thurn, Beth Olver, Janet Porter-Chaudhry. Ilkim Tongur. Nathene Arthur.
- Melodie Archer, Katrina Thompson, Ronald Proctor absent.

9. Correspondence

- Multiple thank you cards and letters acknowledged

10. New Business

- a. Morning Musicale donation – Audrey Poirier, Dawn Lhenen and Arlene McCall. (Morning Musicale is a group of Calgary ARMTA teachers that meet monthly to discuss piano teachers PD. Established 1952.)
 - Present a \$5000 donation to Endowment Society for an annual scholarship of \$150 to a teacher graduating with a Teachers Diploma from any recognized musical institution. See written letter.
- b. New motions.
 - i. Move to send Calgary branch president to CFMTA conference in odd numbered years – Kay Alexander.
 - *Motion Proposed: I motion that ARMTA Calgary sends the branch President (or in the absence of the President, a designated executive board member) to CFMTA conference in odd numbered years starting in 2019 , by paying the registration fee and up to \$500.00 accommodation and/or expenses upon submission of receipts.*
 - Discussion: (Related to amount awarded). Travel expenses vary from location to location, so the \$500 amount for travel is a maximum according to motion.
 - Travel expenses and accommodations number will stay at \$500 for now. The suggestion is to revisit sum every other year related to travel expense.
 - Budgeting will be done annually so half of the expense is budgeted each year. Budget will be amended
 - *Motion revised to the following: I motion that ARMTA Calgary sends the branch President (or in the absence of the President, a designated executive board member) to CFMTA conference in odd numbered years starting in 2019 , by paying the registration fee and up to \$500.00 accommodation and/or expenses upon submission of receipts. This sum should be revisited by the executive annually.*
 - **Move to accept amended motion by Kay Alexander. Seconded by Beth Olver.**
 - **Carried.**

- ii. Moving AGM to May. And number of general meetings – Sharon Carne
- Motion to amend the following Calgary Branch bylaws (changes underlined for emphasis):

Current wording	Proposed wording
8) Meetings a) The Annual General Meeting of ARMTA Calgary Branch shall be held each year; within the first three months of the calendar year, in Calgary, on a day fixed by the Executive Committee. Fourteen days (14) written notices of such meeting shall be communicated to all members by the President, or Secretary, through publication in the Newsletter, or by telephone, or by e-mail.	8) Meetings a) The Annual General Meeting of ARMTA Calgary Branch shall be held each year; within <u>the first six months</u> of the calendar year, in Calgary, on a day fixed by the Executive Committee. Fourteen days (14) written notices of such meeting shall be communicated to all members by the President, or Secretary, through publication in the Newsletter, or by telephone, or by e-mail.
8) Meetings c) General Meetings shall be called if needed, at the discretion of the President and the Executive Committee. Members shall be notified of such meetings at least seven (7) days in advance.	8) Meetings c) Any Special General Meeting shall be called if needed, at the discretion of the President and the Executive Committee. Members shall be notified of such meetings at least seven (7) days in advance.”
8) Meetings e) Any Special General Meeting of the members shall be held at such place and time in Calgary as the President and the Executive Committee may determine.	

- Changes in the bylaw allows Treasurer more time to complete reports and allows more time for cheques to clear.
- Discussion: With fewer general meetings, more room can be made for workshops or social meetings to allow connections
- Question if May 2019 General Meeting will be dropped this year. Answer: yes.
- Question asked if change of day of meetings in general will allow more people to meet. General consensus is that there is no perfect day for meeting, so meeting time will not change.
- Catering convener suggested dropping breakfast for AGM because it apparently does not draw extra people. General consensus that breakfast can be dropped and this would be a cost saving move.
- **Move to accept motion by Nathene Arthur. Seconded by Rita Thurn.**
- **Carried**

11. **Nomination Committee.** The following slate of Officers for 2019-2020 were presented:

President: Nathene Arthur

1st VP: VACANT

2nd VP: (Ilkim Tongur)

Secretary: Gideon Choi

Treasurer: Sharon Carne (with Janice Rohl as auditor assistant)

- Ilkim Tongur nominates self as 2nd Vice President.

- **Move to accept nominations by Janice Dahlberg. Seconded by Janet Porter Chaudry.**
- **Carried.**

Outgoing President Lisa Kiernan presented with plaque of recognition: presented by Alicia Romero and Nathene Arthur.

12. Announcements.

- a. CASSA – Janice Dahlberg.
 - Musical will be in August. CASSA programs will be as usual. Take place at St. Vladimir's.
 - CASSA Composers is new program.
 - Recital at July 25 featuring Edwin Gmandt and Rachel Goldenberg.
 - Call for volunteers for casino fund-raising.
 - CASSA is now called "CASSA Musical Arts" with a new logo.
- b. South Student Recital – Apr 6th 1:30pm and May 11 at 1pm at Steinway Piano Gallery
- c. North Student Recital – May 25 at 2pm at St. David's United Church
- d. Civic Symphony with K. Jablonksi – Apr 7 – ARMTA members can purchase discounted tickets using code ARMTA

13. Adjournment at 11:15am

Upcoming Meeting: ARMTA Executive. Monday April 15 @ 9:30am

Re-open ARMTA Calgary meeting at 12:01.

(6) (iii) ARMTA Calgary Budget: (see written report)

- Discussion: Expense for president attending CFMTA will be placed under Administration expenses. This will cause budget to be a deficit budget ~\$350.
- Glenbow archives did not charge fee this year because they are moving
- Membership/Promotion budget of \$1000 was not used except for approximately \$200 that supported ARMTA Calgary Branch participation in the Children's Festival. The Children's Festival has stopped running. The balance of this budget item was not spent last year because there was no convenor for this position.
- **Move to accept budget by Beth Olver. Seconded by Janet Porter-Chaudhry.**
- **Carried.**

Re-adjourn ARMTA Calgary AGM at 12:19pm.

Minutes for The Endowment Society of ARMTA Calgary AGM
 First Church of the Nazarene
 Monday, Mar 18, 2019

Call to Order at 11:20am

Attendance: All from ARMTA Calgary AGM except Janice Rohl and Rita Thurn

1. **Review and Approval of Agenda**

- **Move to accept agenda by Cathy Stephen, Seconded by Nadia Khlynovskaya.**
- **Carried**
- **Approval of Minutes motioned by Nathene Arthur. Seconded by Alicia Romero.**
- **Carried**

2. **Treasurer's Report** (Sharon Carne)

- Financial Report: See attached
- Financial report audited by Ilkim Tongur and Stephanie Darke.
- Discussion related to grants given to teachers and whether they qualify as grants that can be given from the Endowment Society. CRA response to the question is that teacher professional grants are not acceptable as a grant unless it is open to larger population. Sharon will inquire about specifics of what a "larger population" means and whether opening it to other professional organizations of music teachers would meet charitable organization guidelines for grants.
- Beth suggested that it is better to make teacher grants from the general fund rather than endowment grant.
- Also discussed how grants to C3 or that reach beyond our group can be out of the Endowment account.
- **Motion to accept financial statement by Cathy Stephen, Seconded by Ilkim Tongur.**
- **Carried**

Endowment Society Budget

- Discussion about appropriate disbursement of extra funds in the bank account. Requested that the Endowment Board recommend appropriate disbursement and investment options. The high amount in endowment may indicate lack of volunteer power to run programs.
- **Move to accept budget by Cathy Stephen. Seconded by Beth Olver.**
- **Carried**

3. New Business: None

4. Nominating Committee

President – Nathene Arthur

VP – Vacant

Secretary – Gideon Choi

Treasurer – Sharon Carne (with assistance from Janice Rohl)

Board Member #1 – Barbara Robertson or Carol Moore

Board Member #2 – Rita Thurn

Board Member #3 – Lisa Kiernan

- Lisa Kiernan will step into past president role.
- **Committee accepted by Alicia Romero, Seconded by Cathy Stephen.**
- **Carried.**

5. Adjourned at 12:01pm

ALBERTA REGISTERED MUSIC TEACHERS' ASSOCIATION (1982) CALGARY BRANCH BYLAWS ----- Proposed revisions April 2020

1. DEFINITIONS

- 1.1. **A.R.M.T.A.** and **ARMTA** mean Alberta Registered Music Teachers' Association (1982).
- 1.2. **C.F.M.T.A.** and **CFMTA** mean Canadian Federation of Music Teachers' Association; F.C.A.P.M. and FCAPM mean fédération canadienne des associations de professeurs de musique.
- 1.3. **"Branch Board"** or **"Board"** means ARMTA Calgary Branch Officers, ARMTA Calgary Branch Members at Large, CFMTA Delegate and ARMTA Board Members.
- 1.4. **"Officers"** consist of the Chair, Past Chair, Vice-Chair, and the Administrator (or Secretary and Treasurer) of ARMTA Calgary Branch.
- 1.5. **"Members at Large"** means ARMTA Calgary Branch members elected to serve on the ARMTA Calgary Branch Board.
- 1.6. **"CFMTA Delegate"** means the Calgary branch member who is an officer of the provincial ARMTA Board.
- 1.7. **"ARMTA Board Members"** or "Branch representatives" means the ARMTA Calgary Branch members who represent the Branch at the Provincial ARMTA Board.
- 1.8. **"Chair"** means chairperson of the ARMTA Calgary Branch.
- 1.9. **"Past Chair"** means the immediate Past-Chair of the ARMTA Calgary Branch.
- 1.10. **"Vice-Chair"** means Vice-Chair of the ARMTA Calgary Branch.
- 1.11. **"Administrator"** means Administrator of the ARMTA Calgary Branch.
- 1.12. **"Secretary"** means Secretary of the ARMTA Calgary Branch.
- 1.13. **"Treasurer"** means Treasurer of the ARMTA Calgary Branch.
- 1.14. **"Term"** means term of office.
- 1.15. In these Bylaws, unless the context otherwise requires, words imparting the singular number of the masculine gender shall include the plural number of the feminine gender, and where the context requires reference to persons, shall include firms and corporations.

2. NAME

- 2.1. The name of the Society shall be "The Alberta Registered Music Teachers' Association (1982) Calgary Branch" hereinafter referred to as ARMTA Calgary Branch. This Association is incorporated under the name "The Alberta Registered Music Teachers' Association (1982) Calgary Branch" pursuant to the Societies Act being Chapter S-18 of the Revised Statutes of Alberta, 1980.

3. MEMBERSHIP

- 3.1. Membership in ARMTA Calgary Branch is open to those who are members in good standing of ARMTA provincial.

- 3.2. Membership fees shall be paid on time and in full annually, in the amount recommended by the Branch Board and approved by the membership at an Annual General Meeting.
- 3.3. Withdrawal and Expulsion of members:
 - 3.3.1. The Branch Board may suspend membership of any member whose fees are in arrears.
 - 3.3.2. Loss of membership: any member who resigns, withdraws or is expelled from the Branch will forthwith forfeit all right, claims and interest arising from or associated with membership in ARMTA Calgary Branch.

4. BRANCH BOARD

- 4.1. The Board will consist of four to nine Members at Large including the officers (but not the administrator), ARMTA board members (1 for each 100 branch members), CFMTA delegate, and an (paid, non-voting) Administrator.
- 4.2. The Members at Large will be members in good standing, and are elected by the membership at the Annual General Meeting.
- 4.3. The Members at Large will determine among themselves who will be the Chair and Vice-Chair. In the event that there is not an Administrator, Members at Large may serve as Treasurer and as Secretary.
- 4.4. The Administrator
 - 4.4.1. may serve as the Secretary,
 - 4.4.2. may serve as the Treasurer; or if the Treasurer is a Member at Large, may serve as the Bookkeeper under the Treasurer,
 - 4.4.3. may serve as the Webmaster.
 - 4.4.4. is not required to be a member of ARMTA.
- 4.5. This Board will be the governing body of this Association and will have full control and management of the business and affairs of ARMTA Calgary Branch.
- 4.6. An Officer or Board Member may be removed from their position under the following circumstances:
 - 4.6.1. Not fulfilling their duties for six months as outlined in the Policies and Procedures Manual.
 - 4.6.2. Has engaged in unethical behaviour according to the Calgary Branch of the Alberta Registered Music Teachers Association (1982) code of ethics.

5. DUTIES OF OFFICERS AND BRANCH BOARD

- 5.1. **Chair:** The chair will:
 - 5.1.1. with the guidance of the Board and not contrary to the Societies Act or Bylaws, give leadership to the Branch.
 - 5.1.2. appoint conveners and committees as necessary to carry out the business of the Branch.
 - 5.1.3. preside at all meetings of the Branch and the Board.
 - 5.1.4. be an ex-officio member of all Branch Committees.
 - 5.1.5. be entitled to have voting privileges to cast a deciding vote.
 - 5.1.6. perform the duties as outlined in the Policies and Procedures Manual.
- 5.2. **Vice-Chair:** The Vice-Chair will
 - 5.2.1. assume the duties of the Chair in the absence of the Chair.

- 5.2.2. perform the duties as outlined in the Policies and Procedures Manual.
 - 5.3. **Past Chair:** The Past Chair will
 - 5.3.1. act as Parliamentarian at all General and Board meetings of the Branch.
 - 5.3.2. serve ex-officio in an advisory capacity.
 - 5.3.3. perform the duties as outlined in the Policies and Procedures Manual.
 - 5.4. The **Administrator** will as **Secretary**
 - 5.4.1. keep accurate minutes of the General, Board and any Special meetings of the Branch.
 - 5.4.2. keep a record of the attendance at meetings.
 - 5.4.3. perform the duties as outlined in the Policies and Procedures Manual.
 - 5.5. The **Administrator** will as **Treasurer**
 - 5.5.1. present an audited statement at the Annual General Meeting.
 - 5.5.2. with the advice of the Board, prepare a budget to present at the Annual General Meeting.
 - 5.5.3. perform the duties as outlined in the Policies and Procedures Manual.
 - 5.6. The **Administrator** will as **Bookkeeper**
 - 5.6.1. deposit all funds in whatever bank the Board may select.
 - 5.6.2. maintain accounts of receipts, disbursements and membership.
 - 5.6.3. perform the duties as outlined in the Policies and Procedures Manual.
 - 5.6.4. The bookkeeper is not required to be a member of ARMTA
 - 5.7. **Members at Large:** Each Member at Large will:
 - 5.7.1. provide expertise to assist when required.
 - 5.7.2. perform the duties as outlined in the Policies and Procedures Manual.
 - 5.8. **ARMTA Board Members and CFMTA Delegate:** The ARMTA Board members and the CFMTA Delegate will
 - 5.8.1. attend their respective meetings as representatives of the Branch.
 - 5.8.2. serve as liaison between the Branch and the ARMTA Board.
 - 5.8.3. perform the duties as outlined in the Policies and Procedures Manual.
 - 5.9. All members of the Board, elected or appointed, are expected to attend all meetings of the Board as called by the Chair, as well as the Annual General Meeting and the General Meetings of the Branch.
6. **CONVENERS**
- 6.1. The conveners shall be established as deemed necessary by the Chair in consultation with the Branch Board.
 - 6.2. Conveners report to the Branch Board through the Chair and the Secretary.
 - 6.3. Conveners perform the duties as outlined in the Policies and Procedures Manual.
 - 6.4. Conveners attend meetings of the Board as invited by the Chair.
7. **MEETINGS OF THE BRANCH BOARD**
- 7.1. Branch Board Meetings may be attended in person or by electronic means (such as ZOOM) as specified by the Secretary.
 - 7.2. Regular meetings shall be held on dates, at places and at times set by the Chair.

- 7.3. A quorum shall consist of five members of the Board, with voting by simple majority. The Chair will vote only if there is a tie.
- 7.4. Board meetings shall be open to all members in good standing without voting privileges.
- 7.5. At all meetings of the Branch Board, the Bylaws and Policies and Procedures shall guide the proceedings. A current edition of "Call to Order: meeting Rules, Procedures and Advice for Non-Profit Organizations" will govern procedural details.

8. ELECTION OF MEMBERS AT LARGE

- 8.1. The Election of Members at Large is held at the Annual General meeting.
- 8.2. The **Nominating Committee** (one to three members appointed by the Chair) will present a slate of nominees, with the prior consent of nominees, for Members at Large to the Calgary Branch membership one week prior to the Annual General Meeting. Nominations, with prior consent of the nominee, may also be accepted from the floor at the Annual General Meeting.
- 8.3. Voting shall be by show of hands or by secret ballot, a simple majority being required to elect a member at large. The Chair will vote only if there is a tie.
- 8.4. Members at Large are elected for a 2 year term. A Chair will not hold office for more than four consecutive years.
- 8.5. Elected Members at Large commence their terms immediately and serve until their successors are elected.
- 8.6. Any vacancy occurring during the year may be filled by appointment of the Branch Board.
- 8.7. If the Branch is unable to hold elections at the Annual General Meeting, the Vice-Chair will become Chair should the current Chair be unable to continue until elections can be held.

9. GENERAL MEETINGS

- 9.1. General Meetings may be attended in person or by electronic means (such as ZOOM) as specified by the Secretary.
- 9.2. The **Annual General Meeting** of ARMTA Calgary Branch shall be held each year, within the first three (3) months of the end of the fiscal year, in Calgary, on a day fixed by the Board. Fourteen (14) days' notice of such meeting shall be communicated to all members by the Chair or Secretary.
- 9.3. At every Annual General Meeting, the business of the meeting shall include:
 - 9.3.1. the minutes from the previous AGM
 - 9.3.2. business arising from the minutes
 - 9.3.3. Reports of the Chair, Vice-Chair, and Administrator; and reports from Conveners as determined by the Board.
 - 9.3.4. the Financial Statement for the previous year
 - 9.3.5. the report of the Auditors
 - 9.3.6. the budget
 - 9.3.7. the election of Members at Large
 - 9.3.8. the appointment of auditors for the ensuing year

9.3.9. new business

9.4. The Chair presides over the Annual General Meeting or assigns a chairperson to preside over the meeting.

9.5. The Chair of the meeting may adjourn the meeting if an issue cannot be resolved in a timely manner. The Branch Board will send out a new notice with the time and place of the adjourned meeting. The only agenda items are those specific topics left from adjourned meeting.

9.6. Any **Special General Meeting** may be called if needed, at the discretion of the Chair and the Board. Members shall be notified of such meetings at least seven (7) days in advance. This special meeting will only address the matters described in the agenda and no other matters.

9.6.1. Any member calling a special meeting must submit a detailed agenda describing exactly what business will occur. This special meeting will only address the matters described in the agenda and no other matters.

9.7. At all meetings of the Board and all General meetings of ARMTA Calgary Branch, the Bylaws and Policies and Procedures shall guide the proceedings. A current edition of "Call to Order: meeting Rules, Procedures and Advice for Non-Profit Organizations" will govern procedural details.

10. VOTING AT GENERAL MEETINGS

10.1. All members in good standing for the current year shall have a vote in all general and/or special meetings.

10.2. Voting shall be by simple majority.

10.3. The Chair will vote only if there is a tie.

11. QUORUM AT GENERAL MEETINGS

11.1. A quorum for the business of a general meeting shall be seven per cent (7%) members in good standing as of one week before the meeting.

11.2. In the event a quorum is not present 15 minutes after time called for the meeting, the business of the meeting shall stand adjourned for 30 minutes. The members not present will immediately be notified electronically and given that time to join the meeting, including electronically. The meeting will be called to order and Quorum will be the number of members present.

12. SEAL OF SOCIETY

12.1. The Branch Board may adopt a seal or logo.

12.2. Any seal and/or logo adopted shall:

12.2.1. be the common seal or logo of ARMTA Calgary Branch.

12.2.2. be affixed to all deeds, transfers, contracts on behalf of ARMTA Calgary Branch authenticating the signature of the Chair and the Secretary.

12.2.3. be in the custody of the Chair, Secretary, or Treasurer.

13. ACQUISITION OF PROPERTY

13.1. ARMTA Calgary Branch may acquire office furniture, equipment, books and other items deemed necessary for the operation of this Branch.

14. BORROWING POWERS

- 14.1. The Branch Board shall not have the power to borrow money from financial institutions.

15. REVENUE AND FINANCE, RECORDS

- 15.1. The Registered office for ARMTA Calgary is located in Calgary, Alberta.
- 15.2. The **fiscal year** begins March 1st and ends February 28/29th.
- 15.3. The accounts of ARMTA Calgary will be audited by two members in good standing who are not Branch Board Members at the time of the audit.
- 15.4. The Branch Board keeps and files all necessary minutes and financial books and records of the Society as required by the Bylaws, the Societies Act, or any other statute or laws.
- 15.5. The books and records of ARMTA Calgary may be inspected by any member in good standing at the Annual General Meeting or at any time convenient to the Secretary and Treasurer.
- 15.6. All cheques rendered on behalf of ARMTA Calgary shall be signed by two (2) of the following signing officers (the Chair, the Vice Chair and the Treasurer).

16. REMUNERATION

- 16.1. Unless authorized at any meeting and after notice for same shall have been given, no officer or member of the association shall receive any remuneration for his/her services.

17. DISTRIBUTION OF ASSETS UPON DISSOLUTION

- 17.1. Upon dissolution of the **Endowment Society** of ARMTA Calgary Branch and after payment of all debts and liabilities, the remaining monies and/or property of the Society shall be distributed or disposed of ARMTA (1982) Calgary Branch.
- 17.2. Upon dissolution of ARMTA **Calgary Branch**, and after payment of all debts and liabilities, the remaining property of the branch shall be distributed or disposed of by ARMTA Provincial.

18. AMENDMENTS TO AND EFFECT OF BYLAWS

- 18.1. The Bylaws may be rescinded, altered or added to by a "Notice of Motion" presented and voted on at a General Meeting.
 - 18.1.1. Notice of such General Meeting must be given to the members of ARMTA Calgary Branch a minimum of twenty-one (21) days in advance, and a reminder seven (7) days in advance.
 - 18.1.2. Members must have access to a copy of proposed changes to the Bylaws a minimum of seven (7) days in advance of the meeting.
 - 18.1.3. Changes will be passed by a majority of three quarters (75%) of the voting members present at such General Meeting.
- 18.2. The passing of the Bylaws of ARMTA Calgary Branch shall supersede all former Bylaws and their previous amendments.

Proposed Policy & Procedures ARMTA Calgary Branch April 2020

The Branch Board should determine whether to revise P & P to follow the format suggested by the Board Development Process offered by Alberta government, such as the ARMTA Endowment Society has adopted.

ALBERTA REGISTERED MUSIC TEACHERS' ASSOCIATION (1982) CALGARY BRANCH POLICY AND PROCEDURES MANUAL 2020

The Policy and Procedures manual is intended as an addendum to ARMTA Calgary Branch Bylaws. The bylaws take precedence over the policies and procedures. The Policies and Procedures are intended to be a "living document" for the purpose of clarifying the day to day operation of ARMTA Calgary Branch.

Intention is at a later time to revise the Objectives statements to statements in the format that the Endowment Society uses.

ARMTA Calgary Branch P & P	Endowment Society P & P
<p>1. OBJECTIVES ARMTA Calgary Branch exists to:</p> <p>1.1 to promote and enhance the professional status of music teachers in the community;</p> <p>1.2 to promote a high standard of teaching so that the community can rely on the competence of our members</p> <p>1.3 to promote progressive ideas, and to encourage and assist all activities designed to improve the standards of musical education and training of teachers of music;</p> <p>1.4 to stimulate the acquisition of all-round musicianship and wide general culture among those who intend to qualify as teachers; to develop musicianship and appreciation of the arts among those who intend to qualify as teachers;</p> <p>1.5 to encourage and promote the knowledge and appreciation of music in the general public and in schools and universities;</p> <p>1.6 to uphold the interest of and to promote the extension of music credits in the schools and universities;</p> <p>1.7 to encourage and uphold a definite ethical standard of professional conduct among teachers of music and those who intend to qualify as teachers;</p> <p>1.8 to sponsor and assist student teacher groups whose aims, objectives and eligibility for membership shall be</p>	<p>1.1 Belief Statement That we have a means to be able to fund in a sustainable way, programs that will enhance music and music education in the community for students and teachers.</p> <p>1.2 Vision Statement To enhance the quality of life by providing and promoting high quality music instruction and cultural events.</p> <p>1.3 Mission Statement To raise funds to support the programs of the Calgary Branch of ARMTA.</p> <p>1.4 Target Statement Our purpose is to provide scholarships and bursaries to students of ARMTA members. Our purpose is to support the professional development of music teachers in our community.</p> <p>1.5 Aim Statement To donate monies or scholarships to students, teachers, and composers for the encouragement and fostering of excellence, and to draw people into these fields of endeavor.</p>

<p>determined by the Branch and reviewed annually;</p> <p>1.9 to encourage and assist in the organization of music teachers' organizations throughout the province; to cooperate and assist other branches of ARMTA and CFMTA to strengthen our organization and to have a strong positive image in society;</p> <p>1.10 to honour distinguished visitors and members of our profession in our Branch;</p> <p>1.11 to donate monies or scholarships to students, teachers and composers for the encouragement and fostering of excellence, and to draw people into these fields of endeavour.</p>	
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2. Code of Ethics

This Code of Ethics is a statement of the general principles governing the professional behaviour and conduct of members of the association in their relations with one another. It is to be applied in particular circumstances and cases, as the conscience of the individual member shall dictate, having due regard for any current usage or practice of ARMTA or its branches. Professional conduct that is not, in good faith, consistent with such principles or that willfully departs there from is unethical.

2.1. ARMTA promotes:

- 2.1.1. high musical and academic qualifications among its member teachers
- 2.1.2. progressive ideas on the teaching of music
- 2.1.3. workshops and lectures for the continuing education of teachers
- 2.1.4. attendance at Provincial / Territorial and National conventions
- 2.1.5. awareness of Canadian contemporary music
- 2.1.6. formal tuition contracts between the teacher and the student

2.2. The Code of Ethics expresses our commitment to:

- 2.2.1. the profession
 - 2.2.2. the student
 - 2.2.3. the community
- 2.3. The teaching of music is primarily a cultural activity, yet all business matters should be handled in a professional manner.
- 2.4. Music shall be taught with the object of improving its prestige as an art form and enhancing the status of music in the community.
- 2.5. The art of music teaching shall be regarded as a continual process of self-education and improvement to develop professional excellence and improve standards.
- 2.6. Students shall be treated with consideration and patience.
- 2.7. Fair and honourable business practices shall at all times be observed in dealing with students, their parents and other members of the association.

- 2.8. Members of the association may fairly compete with one another, but misrepresentation of one's own or disparage of another member's professional standing or personal qualities is unethical conduct.
- 2.9. A fair and reasonable period of continuous instruction shall warrant a member's claiming a student.
- 2.10. On the undertaking to give instruction to a student who has formally received instruction from another teacher, a member should be satisfied that the student has formally discontinued instruction with the former teacher.

3. MEMBERSHIP

- 3.1. Membership in ARMTA Calgary Branch is open to those who are members in good standing of ARMTA provincial.
- 3.2. Types of membership are defined by ARMTA Provincial.
 - 3.2.1. Full members as defined by ARMTA provincial.
 - 3.2.2. Affiliate members as defined by ARMTA provincial.
 - 3.2.3. Honorary Branch membership may be granted at the discretion of Calgary Branch Board (local dues paid by Calgary Branch)
- 3.3. The Branch Board may reprimand, or expel any member who has acted to the detriment of our Association. Refer to ARMTA provincial code of ethics and ARMTA Calgary Branch code of ethics.
 - 3.3.1. Should a member of the public contact ARMTA Calgary with a complaint against a member teacher, an officer in consultation with 2 other Branch Board members will hear the complaint and interview the teacher. This group may examine whether the teacher has been in compliance with his/her studio policies and make recommendations regarding resolution. They may also determine whether any wrong-doing has occurred that would require the expulsion of the member.
- 3.4. Expulsion for a reason other than fee payment, entitles the aggrieved member to a hearing before a Membership Jury which shall consist of the Past Chair, Chair and three (3) ARMTA Calgary Branch members.

4. MEMBERSHIP DUES

- 4.1. **Branch dues** are to be paid directly to the Provincial Administrator along with provincial dues. The Provincial Administrator forwards branch dues back to the branch.
- 4.2. The annual membership dues of the Calgary Branch are established by the general membership at the Annual General Meeting.
- 4.3. The branch fee shall be paid by March 31 of each year.

5. PRIVILEGES OF MEMBERSHIP

- 5.1. Provincial regulations regarding membership privileges take precedence over branch descriptions. Please refer to ARMTA and CFMTA for ARMTA Provincial and CFMTA privileges of membership.
- 4.2 **Each full member and each affiliate member of ARMTA Calgary Branch**
 - 4.2.1 receives information and news from ARMTA Calgary Branch, ARMTA Provincial, and CFMTA online via emails, bulletins and website publications.
 - 4.2.2 may have the minutes of the meetings of the Branch, upon request.
 - 4.2.3 has access the "members only areas" (password protected areas) of ARMTA Calgary Branch, ARTMA, and CFMTA websites where documents are stored.

- 4.2.4 may be listed on ARMTA website “Find a Teacher” service.
- 4.2.5 has the privilege of using the ARMTA and CFMTA name and logos on studio materials such as business cards and recital programs.
- 4.2.6 is encouraged to attend all Branch general meetings with the privilege of one vote.
- 4.2.7 is eligible to initiate or sign petitions for bylaw revisions, in accordance with the Bylaws.
- 4.2.8 is eligible for election and appointment to the Board of the ARMTA Calgary Branch.
- 4.2.9 is eligible, as well as their students, to attend and/or participate in Calgary Branch workshops and competitions.
- 4.2.10 has the benefit and prestige of all advertising done by the Calgary Branch.
- 4.2.11 Only full members are entitled to use the designation “Registered Music Teacher” or the abbreviation “RMT”.

6. DUTIES OF OFFICERS AND BRANCH BOARD

- 6.1. The duties of officers and Branch Board are described in the Bylaws of ARMTA Calgary branch and further details are in the appendix of job descriptions.
- 6.2. Job descriptions are online at <https://armta.ca/calgarybranch/> under documents.
- 6.3. The Past Chair is responsible to keep the job descriptions current and ensure Board members and conveners receive applicable job descriptions and documents.

7. ANNUAL GENERAL MEETINGS

- 7.1. At every Annual General Meeting, the business of the meeting shall include:
 - 7.1.1. the minutes from the previous AGM
 - 7.1.2. business arising from the minutes
 - 7.1.3. Reports of the Chair, Vice-Chair, and Administrator; and reports from Conveners as determined by the Board.
 - 7.1.4. the Financial Statement for the previous year
 - 7.1.5. the report of the Auditors
 - 7.1.6. the budget
 - 7.1.7. the election of Members at Large
 - 7.1.8. the appointment of two (2) auditors for the ensuing year
 - 7.1.9. new business
- 7.2. The Chair presides over the Annual General Meeting or assigns a chairperson to preside over the meeting.
- 7.3. The chair of the meeting can adjourn the meeting if an issue cannot be resolved in a timely manner. The Society will send out a new notice with the time and place of the adjourned meeting. The only agenda items are those specific topics left from adjourned meeting.

8. AMENDMENTS

- 8.1. The policies and procedures may be amended by the Branch Board at any regular Board meeting. Revisions are to be presented to the members at the next General Meeting.

9. INDEX TO THE APPENDIX OF JOB DESCRIPTIONS

9.1. posted separately at <https://armta.ca/calgarybranch/> under documents

9.2. **Branch Board:**

- 9.2.1. Chair
- 9.2.2. Past Chair
- 9.2.3. Vice-Chair
- 9.2.4. Administrator
- 9.2.5. Secretary
- 9.2.6. Treasurer and bookkeeper
- 9.2.7. Board Member/ Member at Large
- 9.2.8. ARMTA Board members
- 9.2.9. CFMTA delegate

9.3. **Standing Committees** may include:

- 9.3.1. Auditors
- 9.3.2. Nominating committee
- 9.3.3. Bylaws, Policy & Procedures

9.4. **Honorarium positions** may include:

- 9.4.1. Impromptu Editor
- 9.4.2. Sponsorship
- 9.4.3. Virtual assistant
- 9.4.4. Webmaster

9.5. **Conveners** may include:

- 9.5.1. Archives
- 9.5.2. ARMTA Calgary Recital and Awards
- 9.5.3. Bursaries and Scholarships
- 9.5.4. Catering
- 9.5.5. Email & Telephone
- 9.5.6. Impromptu Distribution
- 9.5.7. Music Marathon
- 9.5.8. New Member
- 9.5.9. Outstanding Student Recital
- 9.5.10. Promotions
- 9.5.11. Social Media
- 9.5.12. Student Recital
- 9.5.13. Workshops and events

9.6. **Appointments to outside groups:**

- 9.6.1. C3 concerto
- 9.6.2. Piano Pedagogy Group Advisor



PRESIDENT'S REPORT

Nathene Arthur

Monday May 11, 2020 ARMTA Calgary AGM

It has been a huge adventure and learning curve this year to serve as the President for Calgary ARMTA. And I do use the word “serve”. Anyone coming into a position like this has certain “general” goals, hopes, plans, but I am so very glad that years of composition, performance, running a studio, raising a family, working with choirs, etc., has made me flexible and creative, whether I wanted to be or not! That skill set was needed this year.

That being said, being President of ARMTA was wonderful. Hard work, and busy at times, certainly. But “The Team” of fellow teachers who travelled this year with me made this a wonderful year.

Starting with our Fall “Teacher Inspiration Challenge” General Meeting, onto the several Executive Meetings, Budget Meetings, Workshop preparations (i.e. Teaching Composition in our Studios), “learning the Zoom” moments, ACRA and OSR Recitals, Branching Outs, North and South Student Recitals, Impromptu, CFMTA collaborations (such as Canada Music Week), our \$500 Continuing Education Scholarship re-invention, our new Calgary ARMTA QR Code, the Music Marathon (yes it was set to run, until COVID-19 arrived), attendance at the CFMTA Conference in Winnipeg in July 2019, attendance at the Music Conference Alberta in Calgary in October 2019, setting up an “Advanced Harmony Pedagogy Workshop” for May 2020 (it was later Covid-ized and evaporated into an RCM online event), and of course staying in the loop with many of our ARMTA Calgary members: the year has gone quickly.

What made this fun was “The Team”, so I want to take this time to thank each and every member of our Executive, our Convenors, and all the other ARMTA members who said “yes” by jumping in and helping with something they felt passionate about. To be honest, at the beginning of my Presidency I had no idea how this year would turn out. ARMTA Calgary made a real difference for the good in our community, our studios, our students and in ourselves. And that is what I had hoped and dreamed for last March 2019. So: Success!

To everyone who helped make this year a great one: Thank you! Please continue if you can. And for all members of ARMTA during this pandemic: we are all in this together. I am thinking this “new normal” may be several months long, barring a miraculous vaccine. But already there is so much learning and adapting going on: webinars, chats with fellow ARMTA members, online resources and links from ARMTA Provincial...all of these are happening. Music, expression, creativity and beauty will be needed even more in the future ahead of us. (Can you imagine how barren and cold this time would be without those four qualities?) So ARMTA will be needed more, each of our members will be needed more.

To the new ARMTA Board I say “We can do this; we must do this”. We are writing history here, and the future of our community, our studios, our students and ourselves will be impacted by how we do this together. The way that generations of teachers have shared and taught is now being re-invented. We are on the cusp; we are the ones to do this right. We still have choices: give up, or get going. (I have a feeling we will have days where there may be a combination of those choices going on?) That is absolutely okay. Let’s hold each other up and do this together.

Have a wonderful summer, and again, thank you for this amazing year. It has been an honour to serve you on this Board.

Nathene Arthur ARCT RMT



PAST PRESIDENT'S REPORT

Lisa Kiernan

Monday May 11, 2020 ARMTA Calgary AGM

In my term as Past President I have assisted the President with meetings, in particular setting up the virtual meetings we have held via Zoom. In addition I was able to successfully set up the online registration for the Harmony Workshop (now cancelled).

I worked on creating a Policy and Procedure document for the Endowment Society and will continue to serve as part of the Bylaws Committee as we work to align the bylaws of both the Branch and Endowment Society.

In addition to serving as past president, I served as the ARMTA Calgary Recital and Awards chair.

Respectfully Submitted,

Lisa Kiernan



PROMOTION CONVENER REPORT

Beth Olver

Monday May 11, 2020 ARMTA Calgary AGM

Calgary Branch agreed to the use of the provincial logo in order to have a unified appearance to ARMTA across the province.

Calgary Branch members are encourage to use the logo on their websites, as part of their signature on email, and in printed studio materials like recital programs. Every member can be an ambassador for our professional association.

In January, Chris Ewington designed a QR Code for ARMTA. The QR code connects with www.ARMTA.ca. On a smart phone download a free QR reader from the App store, allow the app use the phone's camera, and it takes the phone directly to ARMTA.ca and it is not difficult to get to branch websites or go directly to "find a teacher".



In January and February, 1000 business cards were ordered and distributed to 17 music stores in Calgary. Thanks to Barb Robertson and Rita Thurn for their assistance. The business cards say "find a music teacher near you" and direct people to www.ARMTA.ca. The QR code is on the back of the card.

Recommendations for the new convener:

- A letter with a couple of business cards be sent to each store front music school inviting instructors to join ARMTA.
- Review all branch materials (printed, website pages, Facebook page) in order to ensure the use of our common logo.
- Begin replacing current signs and banners and use the common logo and the QR code on new promotional materials.
- Work with other conveners to ensure that branch events and announcements are posted on both branch and provincial sites. It is better for ARMTA members everywhere that Calgary Branch appears to be active no matter which online venue a person visits.



INTERNAL COMMUNICATIONS CONVENER REPORT

Barbara Robertson

Monday May 11, 2020 ARMTA Calgary AGM

- I continue to send e-mails to our members on an as needs basis. (This connection has become even more important since year end.)
- Members without e-mails are phoned prior to General and Annual General Meetings.
 - (As our AGM is now online, these teachers do not have access to attend meetings by ZOOM. However, it is an opportunity to be in contact with them.)
 - Barb Tetzlaff, Carol Moore, and Ethel Huber have been doing the phoning. The numbers of teachers they phone has decreased significantly over the years, so we will just have 1 or 2 phoners going forward. Judith Elliott has continued to coordinate these ladies this year. There has been a lot of communication back and forth between us as we try to maintain this contact with members.
- In the new ARMTA fiscal year, but prior to this AGM, I started arranging online chats and workshops. This has been to keep communication lines open and support our members with online teaching.
 - About 50 members joined a ZOOM session with Derek Chiu on how to use ZOOM in teaching.
 - 15-25 members joined 2 ZOOM chats about online teaching in general. As well, teachers unable to join the ZOOM chat sent in input prior to the meeting. I sent out reviews of what was discussed.
- I seem to be an important contact for teachers to ask advice, offer suggestions, pass on complaints, etc. They are constantly receiving e-mail from me so it is very easy to reply to me. I try to answer these as much as possible. If I am unable to answer, I pass on the questions, often to Vicki at provincial, and sometimes to executive members.
- There is a concern that there are too many e-mails going out to the executive and conveners. This will need to be addressed at the executive level. The suggestion was made to use SLACK.

Respectfully submitted,
Barbara Robertson



WEBMASTER CONVENER REPORT

Lindsay Inkster

Monday May 11, 2020 ARMTA Calgary AGM

Over the past 12 months, I have updated the following pages of the ARMTA Calgary website at www.armta-calgary.com:

- ARMTA Calgary Recital and Awards
- Music Marathon
- Recital Opportunities
- Newsletter
- Calendar of Events
- Executive Directory

Over the past 12 months, I have updated the following sections of the Calgary Branch page of the ARMTA provincial website at www.armta.ca:

- Documents
- Forms
- Newsletters

I will leave the Webmaster position after our May AGM. Serving on the ARMTA Calgary board has been a pleasure. Thank you, everyone, for all your help and guidance.

Respectfully submitted,
Lindsay Inkster



ARMTA PROVINCIAL CONVENER REPORT

Barbara Robertson

(October 2019 – March, 2020)

Monday May 11, 2020 ARMTA Calgary AGM

General Report:

- Vulnerable sector checks are needed by all members, except retired members.
- ARMTA is working on a non-discrimination policy
- The Policy and Procedure Manual has been updated.
- Kimerica will draft a letter for members to send to MLAs to express our concern re post secondary outcome based funding.
- ARMTA will ask CFMTA to research a pension plan.
- ARMTA will ask CFMTA to research possibility of a template for receipts for tuition tax credits.
- Music Conference Alberta 2020 may have potential organizational changes. Discussion continues.
- Student composer competition deadline was April 1, 2020.
- 2021 Piano and Voice competitions will be March 13, 2021, in Red Deer. Application deadline is Feb. 15, 2021
- There will hopefully be a provincial string competition, but not until 2022.
- CFMTA Edmonton July 2021 Conference
 - Keynote speaker is Noa Kageyama.
 - is asking for financial support from the branches to offset costs of clinicians, coffee breaks, etc.
 - one suggestion is to do a “NoSolo” fundraiser. Participants, (teachers and/or students) and audience would all pay \$5. Participants would all do some sort of collaborative performance.
- **If you have a photo of something ARMTA related please email it to web@armta.ca**

Web info:

1. ARMTA Provincial Website & Maintenance:

ARMTA continues to use WordPress for the content management system. Since January 2018 they 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.

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

2. Changes and updates to the website:

- 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.

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 subjects taught are displayed on the business card in the teacher directory list. This will make it easier for visitors to see registered subjects & all the other subjects taught 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.



IMPROMPTU DISTRIBUTOR

Carol S Moore

Monday May 11, 2020 ARMTA Calgary AGM

Fifty-seven copies of the Fall Impromptu were mailed August 30, 2019 at a cost of \$110.30. One copy was returned and re-mailed with an address change.

On March 11, 2020 54 copies of the Winter Impromptu were mailed at a cost of \$109.27.

Envelopes (100 pack) were purchased in January 2020 at a cost of \$30



ARMTA CALGARY RECITAL AND AWARDS

Lisa Kiernan

Monday May 11, 2020 ARMTA Calgary AGM

This year the ARMTA Calgary Recital and Awards (formerly the Honours Recital) was held on February 1st 2020.

In total, the Endowment Society awarded 35 medals/scholarships for highest marks in Grade level exams, 7 scholarships for Advanced Theory, and 5 named scholarship. We had students representing the disciplines of Piano, Voice, Speech Arts, and Strings, and Advanced Theory.

I wish to thank the many board members and teachers who assisted behind the scenes as well as at the recital on February 1st.

I feel honoured to have served as the ACRA chair for the last three years and I am looking forward to assisting a new convener for the next recital. Watch for the information package about the 2021 ACRA in your September issue of Impromptu!

Respectfully submitted,

Lisa Kiernan



NORTH STUDENT RECITALS CONVENER

G. Rita Thurn

Monday May 11, 2020 ARMTA Calgary AGM

REPORT: ARMTA N.W. Student Recital.

St. David's United Church 3303 Capital Hill Crescent N.W.
2:00 p.m. No charge to perform. (Same as last year).

BACKGROUND

Since the last Reporting Period N.W. Students have been in Recital on three different Occasions. April 2019, November 2019, and March 2020.. The final Recital for This term was schedule for May 23rd, 2020. at our Same Venue, St. David's United Church.

No dates have been proposed for 2020-2021, because I have tendered my Resignation as your N.W. Recital Convenor. It is my understanding since my conversation with Beth Olver she has a Convenor to take over this position..

Submitted by G. Rita Thurn



SOUTH STUDENT RECITAL CONVENER

Carol S Moore

Monday May 11, 2020 Calgary ARMTA AGM

April 6, 2019

15 piano students participated in a 45 minute recital. Many different levels were represented.

MAY 11, 2019

29 piano students of varying levels participated in a 46 minute recital.

NOVEMBER 16,2019

There were 21 performers, all piano students except for 3 speech art students. The program lasted 1 hour.

JANUARY 11, 2020

16 piano students performed for a 45 minute recital of varying levels.



ROTARY CALGARY CONCERTO COMPETITION

Barbara Robertson

Monday May 11, 2020 ARMTA Calgary AGM

Rotary Calgary Concerto Competition

- 40 performers performed at the competition March 7 and 8, 2020.
- Over one third of the performers were taught by 5 ARMTA teachers. Congratulations to these teachers and students.

Winners:

- Eric Guoxuan Shan, piano
- Ashley Tsai, Violin
- Sabina Sandvoss, cello
- Caroline Dratnal, piano, taught by Colleen Athparia

The winners were supposed to perform with the Civic Symphony Sunday, June 7, at 2:30 at the Jack Singer Concert Hall. This concert was cancelled because of COVID-19. Instead, they have been taking turns playing for our virtual Rotary club meetings (instead of doing the face-to-face). They will hopefully perform their concerto with the orchestra in December, 2020.

Three Rotary members have contributed enough to give each winner \$1000
In the meantime, their cheques will be sent to them and picture will be posted.

Runner-Ups:

- Dakota Perez, piano
- Daniel Kang, violin
- Maya Budzinski, violin
- Nikolai Nesterov, piano

The Runner-ups were supposed to perform in the lobby of the Jack Singer Concert Hall Sunday, June 7, at 1:45. This preconcert will not happen because of COVID-19.

Respectfully submitted,
Barbara Robertson

Nominations Report to Annual General Meeting 2020 May 11

Conveners and executive were contacted in January to confirm who would continue.

In the search for new conveners and officers, over 160 members were contacted by email or phone since January.

As of April 29, there are no members letting their name stand for election as President, Vice-President, or Treasurer. There is one candidate for Secretary. We are also still in need of a Webmaster and a convener for catering. These positions are by appointed by the president.

President	
Past President	Nathene Arthur
Vice-President (2)	
Secretary	Frances Ewington
Treasurer	
ARMTA Board members (2)	Rita Thurn (beginning a second 2-year term) Barb Robertson (2 nd year of 2 –year term)
CFMTA Delegate	Nathene Arthur
Standing Committees	
Auditors (2 appointed at AGM)	
Nominating Committee (3)	
Bylaws, Policy & Procedures	Beth Olver Lisa Kiernan Sharon Carne
Positions with possible honorariums	
Impromptu Editor	Denisha Teichrieob
Sponsorship	Jacqueline Law
Virtual Assistant	Miriam Johnston
Webmaster	
Conveners	
Archives	Frances Ewington
ARMTA Calgary Recital and Awards (ACRA)	Tanya Foster
Bursaries and Scholarships	LaDaona Ahenda
Catering	
Email and Telephone	Barb Robertson
Impromptu Distribution	Carol S. Moore
Music Marathon	Laura Whitehead
New members	Melodie Archer
Outstanding Student Recital	Ron Proctor
Promotion	Rita Thurn
Social Media	Ilkim Tongur
Student Recitals (2)	Carol S. Moore (south) Josee Robitaille (north)
Workshop and Events	Looi Tan
Outside Groups	
C3 Concerto	Barb Robertson
Piano Pedagogy Group Advisor	

If the proposed new Bylaws and Policy & Procedure are passed, instead of electing President, Vice- President(s), Treasurer and Secretary, the membership will vote for four to nine Members at Large.

As of April 29, the following have let their names stand for election as **Members at Large**:

- Lisa Kiernan

- Beth Olver
- Melodie Archer
- Denisha Teichriob
- Frances Ewington
- Carol S Moore



Treasurer's Report: ARMTA Calgary Branch & Endowment Society AGM

Monday, May 11, 2020

Sharon Carne

REPORT: ARMTA Calgary Branch & Endowment Society

DOCUMENTS:

- Treasurer's report
- 2019-20 ARMTA Calgary Financial Statement
- 2020-21 ARMTA Calgary budget
- 2019-20 Endowment Society Financial Statement
- 2020-21 Endowment Society budget
- Calgary Foundation Report

REPORT: ARMTA Calgary Branch

I. 2019-20 ARMTA Calgary Financial Statement

I met with Ilkim Tongur and Stephanie Darke on April 18 to audit the financial statements. The approved financial statements are included in the documents with this report. Thank you to Ilkim and Stephanie for coming up with innovative ways to sign the documents.

Please refer to the 2019-20 ARMTA Calgary Financial Statement and for comparative numbers with last year, see 2020-21 ARMTA Calgary budget. This report will cover the Financial statement first then cover main points in the budget for next year.

On a general note, we ended the year with a positive cash position of almost \$5000. Because the board has had challenges in finding volunteers for positions that have budgets, some of that money has not been spent.

REVENUE

1. We didn't give any complementary memberships this year for first year members. The total membership amount was about \$670 less than we brought in last year.
2. The Miscellaneous revenue was a cheque from the Endowment Society for an overpayment of Honours Recital expenses from last year. This error was mentioned in the Treasurer's report at the last AGM.

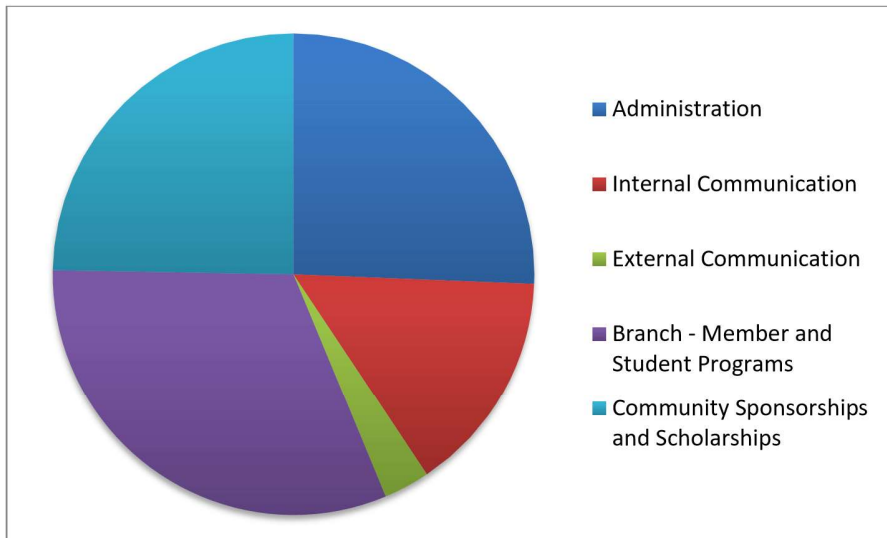
EXPENSES

The following chart shows where our money was spent over the past year.

1. Administration, the dark blue area includes the new category voted on at the last AGM of covering some of the president's expenses to the CFMTA conference. This was about 1/3 of the total administration expense. This category also includes the Administration assistant subsidy, which was \$790 this year, and the treasurer honorarium.

2. Internal Communication, the red area, includes mostly the newsletter editing, printing and distribution for two issues per year. The printer we have been using for the past two years has been quite reasonably priced.

3. External Communication, the green area, includes Membership/Promotion, webmaster honorium and website expenses. Thank you to Beth Olver for arranging for a QR code for ARMTA Calgary and for distributing it to main outlets in the city.



4. Branch – Member and Student Programs, the purple area, is the largest single expense category. This category directly benefits our teacher members and their students, with meetings, workshops, recitals and professional development support. There is a new category here called Sponsorship Scholarships. Each of our advertisers have an option of designating some of their advertising money towards scholarships for the ARMTA Calgary Recital and Awards. This year our advertisers designated \$400 to be given in scholarships. This money was transferred to the Endowment Account for disbursement for the recital. We are also grateful that a volunteer has come forward to organize the Teacher Professional Development Grant.

Here is a breakdown of meeting expenses for the past couple of years. They are less this year because we have one less general meeting. This frees up some of the budget for more social events.

Breakdown of Meeting Expenses
March 1, 2018 – Feb. 28, 2020

Meeting Expenses	2018-2019	2019-2020
Hall Rental for GMs	\$540	\$360
Photocopying	\$288.60	\$25
Food	\$287.92	\$227.20
Executive Meeting Room Rental	\$120	\$200
Speaker Fee	\$75	\$100
TOTAL	\$1311.52	\$912.20

5. Community Sponsorships and Scholarships, the light blue area, covers about ¼ of our expenses for the past year.

6. Revenue less expenses left us with a positive cash balance of almost \$5000. Our bank balance at the end of the fiscal year was \$32,386.33.

II. 2020-21 ARMTA Calgary Branch Budget

The ARMTA Calgary board has reviewed and approved this budget for the coming year. Because of the uncertainty of our situation at the moment, the budget will be reviewed again in the fall. There will be a revised budget drawn up if the board decides to hire a branch administrator.

REVENUE

Budget estimates for memberships and sponsorships are slightly less for the coming year. We have received \$100 from CFMTA for our Branching Out initiative events before the last event had to be cancelled.

EXPENSES

1. Administration

The Administrative Assistant budget item was lowered to \$1200. The \$325 is budgeted to cover the membership rebate for up to 5 executive members. \$400 is budgeted to cover the early bird registration fee for the president for the CFMTA conference in Edmonton. Expenses for that conference will be budgeted for the next fiscal year.

2. Internal Communication budget numbers are kept the same as the previous year.

3. External Communication budget numbers are kept the same as the previous year with the exception of an extra \$5 to cover any change in domain renewal for the website.

4. Branch – Member and Student Programs main change is a reduction in the budget for meetings because of holding one less general meeting per year. The budget for ACRA expenses has been lowered slightly and \$900 has been added to cover expenses for a Music Marathon if one is held this year.

5. Community Sponsorships and Scholarships is basically the same with the addition of a one-time category of providing a grant of \$500 towards the CFMTA conference in Edmonton.

This budget does leave us with a deficit of about \$1000. This budget is also a flexible document because of the rapidly changing times we are experiencing at the moment. The ARMTA Calgary Branch board will be reviewing this budget in the fall. I don't expect a deficit to actually show up in next year's financial statement. If it does, we have a healthy bank balance to manage a slight deficit while the board reviews ways to manage costs going forward.

GENERAL COMMENTS:

I wish to thank the auditors, Ilkim Tongur and Stephanie Darke for their time and eagle eyes in going over the financial statements again this year.

I also wish to thank my many dear friends in this association as I retire this year from the Treasurer's position. I began in 2013 as Priscilla King's 'Treasurer in Training'. The last 6 to 7 years have seen many changes as all systems and bank accounts have been updated. The Treasurer's job has also been streamlined to make it easier for the next person to take over the role. I thank the board and the members for supporting these changes as our organization keeps up with the rapidly changing times. It has been an honour to be a part of this team for so long.

REPORT: ENDOWMENT SOCIETY OF THE CALGARY REGISTERED MUSIC TEACHERS

I. 2019-20 Endowment Society Financial Statement

REVENUE

1. Donations and Investments have been broken down into specific categories in this year's financial statement and budget. This brings more clarity to exactly where we receive revenue and donations. Our revenue was pretty close to what we had budgeted last year. The Music Marathon for May 2019 was cancelled. I wanted to make sure I had all expenses for the ARMTA Calgary Recital and Awards event before writing a cheque from the ARMTA Calgary account to cover the remaining expenses. A cheque for the amount of \$762 has been deposited into the Endowment Account to cover these expenses. The remaining \$337.51 was an overpayment from last year's ARMTA Calgary grant that was returned. This error was mentioned in last year's AGM.

2. At last year's AGM we received a donation from the Morning Musicale group. This has been listed under miscellaneous revenue. The purchase of a GIC for their donation is listed in the Expense section.

3. Canada Helps manages our online donations. We received a total of \$200 from which Canada Helps deducted \$7.50 in fees and deposited \$192.50 into our account.

4. Under Investments, there were no GICs maturing this year. We received \$670 from the Calgary Foundation.

EXPENSES

1. The main expenses for Student programs and events were scholarships for the ARMTA Calgary Recital and Awards, for the Outstanding Student Scholarships and for expenses for the ACRA.

2. A new GIC was purchased to create a fund for a scholarship in the name of Morning Musicale.

3. Our Change in Cash Position is a deficit of \$2182.38. As of February 29 we had a healthy bank balance of close to \$14,000, total investments of \$24,000 with total assets of \$37,924.

NET BANK BALANCE

I want to point out a difference in the Net Bank Balance forwarded to this fiscal year. Last year, the net bank balance from our bank statement showed a balance of \$14,681.60. Last winter, I received a call from a worried Mom who had lost her son's scholarship cheque for \$30 from the Honours Recital. She asked if I could write another cheque to replace it which I did after placing a stop payment on the previous cheque. Because that cheque was voided, the \$30 needed to be added on to the bank balance. The number for Bank Balance Forward for this fiscal year reflects the \$30 addition of the void cheque.

CALGARY FOUNDATION STATEMENT

Included in your attachments to my report is a copy of the report I received from the Calgary Foundation detailing the grant sent to the Endowment Society, the fees for their services and the amount returned to the fund to maintain its growth.

The board asked me to contact the Calgary Foundation to ask how the grant and amount returned to the principle amount is determined and if they can be changed. The Calgary Foundation was contacted by email and I have not heard back from them yet.

II. 2020-21 Endowment Society Budget (Please refer to attached budget)

The Endowment Society and ARMTA Calgary boards have reviewed and approved this budget for the coming year. This budget is also a flexible document because of the rapidly changing times we are experiencing at the moment. The Endowment Society board will be reviewing this budget in the fall.

REVENUE

The Revenue estimates for next year include the Music Marathon if we are able to hold one in the fall or before our fiscal year-end in February 2021. If we are not able to hold a Music Marathon, it will change our total donations considerably.

The \$2800 donation from ARMTA Calgary includes an estimate of \$1900 for the ARMTA Calgary Recital and Awards expenses and \$900 for Music Marathon expenses.

The Peter Turner GIC matures in November and the principle of \$3000 plus interest will be deposited into our account. Before the pandemic, we were on track to earn around \$500 in interest.

The investments are listed separately under the Revenue category so they can be more clearly tracked and planned for.

EXPENSES

1. Student programs and grants

Main expenses budgeted for the upcoming year includes scholarships and expenses for the ACRA recital; Music Marathon scholarships and expenses and scholarships for the Outstanding Student Recital. Additionally, \$600 has been added for Student Workshops.

2. Teacher programs

There are no programs for teachers planned for the next fiscal year at this time.

3. Community programs

Music for Everyone Pilot is on hold during the pandemic and will continue later this year.

4. Purchase of Investments

A new GIC to cover the Peter Turner scholarship will be purchased following the maturity date. The board recommended renewing the GIC for \$3500.

The projected deficit is \$1270.

Respectfully submitted,
Sharon Carne

ARMTA Calgary Branch, 2019-2020 Financial Statement

REVENUE	
Membership Fees	\$11,644.75
Sponsorship Advertising	\$3,350.00
Student Workshops/Recitals	\$0.00
Teacher Workshops/Recitals	\$0.00
Young Artist	\$0.00
Misc. Revenue (and Children's Festival)	\$337.51
Total Revenue	\$15,332.26
EXPENSES	
Administration	
Office supply, photocopy	\$158.78
Online services	\$128.01
Treasurer Honorarium	\$400.00
Executive Membership Rebate	\$195.00
Administration assistant subsidy	\$790.00
Bank charges	\$45.60
CFMTA delegate	\$0.00
Glenbow archives (U OF C)	\$0.00
President's Conference Expenses (Biennial exp)	\$950.00
Subtotal	\$2,667.39
Internal Communication	
Miscellaneous (Cards, Gifts, Member Care, President's Expenses)	\$111.25
Sponsorship Honorarium	\$300.00
Newsletter Honorarium	\$500.00
Newsletter Printing	\$413.94
Newsletter Distribution - Mailing cost & env.	\$241.68
Subtotal	\$1,566.87
External Communication	
Membership/Promotion	\$84.35
Webmaster Honourarium	\$200.00
Website domain renewal	\$35.96
Subtotal	\$320.31
PROGRAMS AND SCHOLARSHIPS:	
Branch - Member and Student Programs	
Meetings -Social gatherings	\$912.20
Teacher Workshops/Recitals	\$454.00
Teacher Professional Development Grant	\$0.00
Student Workshops/Recitals	\$493.62
Outstanding Student Recital	\$309.94
Sponsorship Scholarship (ACRA)	\$400.00
ACRA(Honours Recital) Expenses	\$248.43
Music Marathon expenses	\$0.00
Music Marathon Programs	\$0.00
Joint Recital	\$0.00
SOCAN License Fees	\$36.75
Young Artist Recital (Biennial event)	\$427.55
Subtotal	\$3,282.49
Community Sponsorships and Scholarships	
Calgary Performing Arts Foundation Scholarship	\$0.00
CASSA Scholarship	\$1,000.00
Rotary Calgary Concerto Competition (C3) current	\$1,000.00
Contemporary Showcase	\$500.00
Donation to ARMTA Recognition fund	\$0.00
PPG Grant	\$0.00
Branching Out	\$74.66
Subtotal	\$2,574.66
Total Expense	\$10,411.72
Change in Cash Position (Revenue less Expenses)	\$4,920.54
Net Bank Balance Forward from Feb 28 2019	\$27,465.79
Revenue Less Expenses	\$4,920.54
Net Balance (February 29, 2020)	\$32,386.33
Outstanding cheques	\$271.42
Bank Balance as of February 29, 2020	\$32,657.75

ARMTA Calgary Branch, 2020-21 Budget

ARMTA Calgary Branch	Actual 2018-2019	Budget 2019-2020	Actual 2019-2020	Budget 2020-21
REVENUE				
Membership Fees	\$12,317.50	\$12,300.00	\$11,644.75	\$11,500.00
Sponsorship Advertising	\$3,680.00	\$3,600.00	\$3,350.00	\$3,300.00
Student Workshops/Recitals	\$0.00			
Teacher Workshops/Recitals	\$394.25	\$200.00		\$500.00
Young Artist	\$0.00			
Branching Out			\$0.00	\$100.00
Misc. Revenue (and Children's Festival)	\$60.00	\$25.00	\$337.51	\$25.00
Total Revenue	\$16,451.75	\$16,125.00	\$15,332.26	\$15,425.00
EXPENSES				
Administration				
Office supply, photocopy	\$327.97	\$200.00	\$158.78	\$200.00
Online services		\$130.00	\$128.01	\$130.00
Treasurer Honorarium	\$400.00	\$400.00	\$400.00	\$400.00
Executive Membership Rebate	\$0.00		\$195.00	\$325.00
Administration assistant subsidy	\$230.00	\$2,000.00	\$790.00	\$1,200.00
Bank charges	\$46.40	\$75.00	\$45.60	\$75.00
CFMTA delegate	\$0.00	\$100.00	\$0.00	\$100.00
Glenbow archives (U OF C)	\$0.00	\$80.00	\$0.00	\$80.00
President's Conference Expenses (Biennial exp)			\$950.00	\$400.00
Subtotal	\$1,004.37	\$2,985.00	\$2,667.39	\$2,910.00
Internal Communication				
Miscellaneous (Cards, Gifts, Member Care, President's Expenses)	\$326.33	\$500.00	\$111.25	\$500.00
Sponsorship Honourarium	\$300.00	\$300.00	\$300.00	\$300.00
Newsletter Honourarium	\$250.00	\$500.00	\$500.00	\$500.00
Newsletter Printing	\$447.82	\$600.00	\$413.94	\$500.00
Newsletter Distribution - Mailing cost & env.	\$260.78	\$300.00	\$241.68	\$300.00
Subtotal	\$1,584.93	\$2,200.00	\$1,566.87	\$2,100.00
External Communication				
Membership/Promotion	\$203.00	\$700.00	\$84.35	\$700.00
Webmaster Honourarium	\$200.00	\$200.00	\$200.00	\$200.00
Website domain renewal	\$34.81	\$35.00	\$35.96	\$40.00
Subtotal	\$437.81	\$935.00	\$320.31	\$940.00
PROGRAMS AND SCHOLARSHIPS:				
Branch - Member and Student Programs				
Meetings -Social gatherings)	\$1,391.52	\$1,650.00	\$912.20	\$1,200.00
Teacher Workshops/Recitals	\$601.89	\$1,000.00	\$454.00	\$1,000.00
Teacher Professional Development Grant	\$0.00	\$500.00	\$0.00	\$1,000.00
Student Workshops/Recitals	\$616.96	\$600.00	\$493.62	\$600.00
Outstanding Recitals	\$199.17	\$250.00	\$309.94	\$300.00
Sponsorship Scholarship (ACRA)	\$100.00	\$100.00	\$400.00	\$200.00
ACRA Scholarships	\$0.00	\$0.00		
ACRA Expenses	\$1,605.76	\$2,100.00	\$248.43	\$1,900.00
Music Marathon expenses	\$837.26	\$0.00	\$0.00	\$900.00
Music Marathon Programs	\$0.00	\$0.00	\$0.00	
Joint Recital	\$0.00	\$0.00	\$0.00	
SOCAN License Fees	\$110.25	\$150.00	\$36.75	\$150.00
Young Artist Recital (Biennial event)			\$427.55	
Subtotal	\$5,462.81	\$6,350.00	\$3,282.49	\$7,250.00
Community Sponsorships and Scholarships				
Calgary Performing Arts Foundation Scholarship	\$200.00	\$200.00	\$0.00	\$200.00
CASSA Scholarship	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00
Rotary Calgary Concerto Competition (C3) current	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00
Rotary Calgary Concerto Competition (C3) '17-18	\$1,000.00			
Contemporary Showcase Operating	\$500.00	\$500.00	\$500.00	\$500.00
Donation to ARMTA Recognition fund	\$0.00	\$0.00	\$0.00	\$0.00
PPG Grant	\$0.00	\$100.00	\$0.00	\$0.00
Branching Out			\$74.66	\$100.00
CFMTA Conference Donation				\$500.00
Subtotal	\$3,700.00	\$2,800.00	\$2,574.66	\$3,300.00
Total Expense	\$12,189.92	\$15,570.00	\$10,411.72	\$16,500.00
Change in Cash Position	\$4,261.83	\$555.00	\$4,920.54	\$1,075.00
Net Bank Balance Forward from Feb 28 2018	\$23,203.96		\$27,465.79	
Revenue Less Expenses	\$4,261.83		\$4,920.54	
Net Balance (February 28, 2019)	\$27,465.79		\$32,386.33	
Outstanding cheques	\$350.25		\$271.42	
Bank Balance	\$27,816.04		\$32,657.75	

**ENDOWMENT SOCIETY OF THE CALGARY REGISTERED MUSIC TEACHERS
2019-20 Financial Statement**

REVENUE

Donations

Donation (Music Marathon)		
Donation (ACRA) incl Saklofske & door receipts		\$770.50
Donation (Sponsorship Program)		\$450.00
Donation (ARMTA general Grant for ACRA/HR and MM expenses)		\$0.00
Miscellaneous revenue (Morning Musicale/Recital photos)		\$5,095.00
Canada Helps Online Donations - General		\$77.20
Canada Helps Online Donations - ACRA		\$115.30
Canada Helps Online Donations - Music Marathon		\$0.00
Total Donations		\$6,508.00

Investments

Calgary Foundation Grant		\$670.00
GIC (Redeemable Nov. 23, 2021)	\$5000	\$0.00
GIC (Peter Turner, Redeemable Nov., 2020)	\$3000	\$0.00
GIC (Redeemable Nov. 23, 2023)	\$11,000	\$0.00
GIC (Morning Musicale, Redeemable May 2022)	\$5000	\$0.00
Interest from GIC		\$0.00
Investment - principle paid at term		\$0.00
Total Investment Income		\$670.00
Total Revenue:		\$7,178.00

EXPENSES

Programs

Student programs and grants

ACRA Recital Scholarships current year		\$2,730.00
Music Marathon Scholarships		\$0.00
Outstanding Student Scholarships		\$400.00
ACRA Recital Expense		\$1,099.51
Music Marathon Expense		\$31.53
Student Workshops		\$0.00
Teacher programs		\$0.00

Community Programs

Music for Everyone Pilot		\$0.00
Total Scholarships & Programs		\$4,261.04

Administration

Bank Fees		\$86.40
Office Supplies/Postage		\$12.94
Total Administration		\$99.34

Purchase of Investments

Purchase of GIC (for Morning Musicale scholarship)		\$5,000.00
Purchase of GIC		\$0.00
Total Investments		\$5,000.00

Total Expense **\$9,360.38**

Change in Cash Position **\$2,182.38**

ASSETS:

CASH

Bank Balance Forward from February 28, 2019		\$14,711.60
Change in Cash Position (Revenue less Expenses)		\$2,182.38
Net Bank Balance		\$12,529.22
Outstanding Cheques		\$1,395.00
Actual Bank Balance (February 29, 2020)		\$13,924.22

INVESTMENTS

GIC (Redeemable Nov. 23, 2021)		\$5,000.00
GIC (Peter Turner, Redeemable Nov. 20, 2020)		\$3,000.00
GIC (Redeemable Nov. 23, 2023)		\$11,000.00
GIC (Morning Musicale, Redeemable May 2022)		\$5,000.00
Total Investments		\$24,000.00

TOTAL ASSETS (Cash + Investments) **\$37,924.22**

TOTAL LIABILITIES \$0.00

CURRENT FINANCIAL POSITION **\$37,924.22**

ENDOWMENT SOCIETY OF THE CALGARY REGISTERED MUSIC TEACHERS Budget 2020-21

BUDGET - ENDOWMENT SOCIETY	Actual 2018-19	Budget 2019-20	Actual 2019-20	Budget 2020-21
REVENUE				
Donations				
Donation (Music Marathon)	\$2,407.35	\$0.00	\$0.00	\$1,500.00
Donation (ACRA) incl Saklofske & door receipts	\$850.00	\$800.00	\$770.50	\$800.00
Donation (Sponsorship Program)	\$100.00	\$100.00	\$450.00	\$400.00
Donation (ARMTA general Grant for ACRA/HR and MM expenses)	\$1,903.76	\$2,100.00	\$0.00	\$2,800.00
Miscellaneous revenue (ACRA Recital photos)	\$60.00		\$5,095.00	
Canada Helps Online Donations - General			\$77.20	\$500.00
Canada Helps Online Donations - ACRA			\$115.30	
Canada Helps Online Donations - Music Marathon			\$0.00	
Total Donations	\$5,321.11	\$3,000.00	\$6,508.00	\$6,000.00
Investments				
Calgary Foundation Grant	\$699.00	\$700.00	\$670.00	\$700.00
GIC (Redeemable Nov. 23, 2021) \$5000			\$0.00	
GIC (Peter Turner, Redeemable Nov., 2020) \$3000			\$0.00	\$3,000.00
GIC (Redeemable Nov. 23, 2023) \$11,000			\$0.00	
GIC (Morning Musicale, Redeemable May 2022) \$5000			\$0.00	
Interest from GIC	\$945.00	\$500.00	\$0.00	\$500.00
Investment - principle paid at term	\$15,000.00	\$3,000.00	\$0.00	
Total Investment Income	\$16,644.00	\$4,200.00	\$670.00	\$4,200.00
Total Revenue:	\$21,965.11	\$7,200.00	\$7,178.00	\$10,200.00
EXPENSES				
Programs				
Student programs and grants				
ACRA Recital Scholarships current year	\$2,830.00	\$3,000.00	\$2,730.00	\$3,000.00
Music Marathon Scholarships	\$150.00		\$0.00	\$150.00
Outstanding Student Scholarships	\$400.00	\$400.00	\$400.00	\$400.00
Outstanding Student Scholarships - 2017-18	\$100.00		\$0.00	
ACRA Recital Expense	\$728.25	\$2,100.00	\$1,099.51	\$1,900.00
Music Marathon Expense	\$798.00	\$0.00	\$31.53	\$900.00
Student Workshops			\$0.00	\$600.00
Teacher programs		\$0.00	\$0.00	\$0.00
Community Programs				
Music for Everyone Pilot	\$100.00	\$870.00	\$0.00	\$870.00
Honours Recital Scholarships (2017-18)	\$470.00			
Total Scholarships & Programs	\$5,576.25	\$6,370.00	\$4,261.04	\$7,820.00
Administration				
Bank Fees	\$226.84	\$65.00	\$86.40	\$100.00
Postage	\$39.18	\$50.00	\$12.94	\$50.00
Total Administration	\$266.02	\$115.00	\$99.34	\$150.00
Purchase of Investments				
Purchase of GIC	\$16,000.00	\$3,500.00	\$5,000.00	
Purchase of GIC				\$3,500.00
Total Investments	\$16,000.00		\$5,000.00	
Total Expense	\$21,842.27	\$9,985.00	\$9,360.38	\$11,470.00
Change in Cash Position	\$122.84	\$2,785.00	\$2,182.38	\$1,270.00
ASSETS:				
CASH				
Bank Balance Forward from February 28, 2019	\$14,558.76		\$14,711.60	
Change in Cash Position (Revenue less Expenses)	\$122.84		\$2,182.38	
Net Bank Balance	\$14,681.60		\$12,529.22	
Outstanding cheques	\$840.00		\$1,395.00	
Actual Bank Balance (February 29, 2020)	\$14,681.60		\$13,924.22	
INVESTMENTS				
GIC (Redeemable Nov. 23, 2021)	\$5,000.00		\$5,000.00	
GIC (Peter Turner, Redeemable Nov. 20, 2020)	\$3,000.00		\$3,000.00	
GIC (Redeemable Nov. 23, 2023)	\$11,000.00		\$11,000.00	
GIC (Morning Musicale, Redeemable May 2022)			\$5,000.00	
Total Investments	\$19,000.00		\$24,000.00	
TOTAL ASSETS (Cash + Investments)	\$33,681.60		\$37,924.22	
LIABILITIES			\$0.00	
CURRENT FINANCIAL POSITION			\$37,924.22	



Fund Statement: March 1, 2019 - February 29, 2020

Calgary Registered Music Teachers Society Fund
Fund ID: CRMT

Beginning Fund Balance as of: 03/01/2019	17,345.59
Interest & Dividends	426.27
Realized & Unrealized Gains (Losses)	957.90
Contributions	0.00
Miscellaneous Revenue	0.00
Grants	-670.00
TCF Operational Costs	-226.31
Miscellaneous Expenses	0.00
Transfers Between Funds	16.77
Net Change	504.63
Ending Fund Balance as of: 02/29/2020	17,850.22

Gift and Grant Detail

There were no contributions during this period.

Grants:

Grantee	Date	Amount
Endowment Society of the Calgary Registered Music Teachers	10/31/2019	670.00
*** Total Grants:		670.00



Convenorship: AUDITORS

Ilkim Tongur and Stephanie Darke

Monday May 11, 2020 ARMTA Calgary AGM

Calgary Auditors' Report Saturday April 18, 2020

Having reviewed the bank accounts, withdrawals, deposits and overall financial statements, Ilkim and I (Stephanie Darke) believe these statements to be accurate to the best of our knowledge. We believe the General Expenses and Revenue Statements to be an accurate representation of ARMTA's current financial position.

Submitted by:

Ilkim Tongur

A handwritten signature in black ink, appearing to read "Ilkim Tongur".

Stephanie Darke

A handwritten signature in blue ink, appearing to read "Stephanie Darke".