



Minutes and REPORTS

ARMTA PROVINCIAL BOARD MEETING

Saturday, September 7th, 2024, 9:30 pm – 12:30 pm via Zoom

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 9:44 am

2. Welcome and Introductions

Present: Annette Bradley (Vice-President) Rosemarie Horne (President), Nathene Arthur (Past-President). Beth Peters (Grande Prairie Rep), Anita Kennedy Roberge (Red Deer Rep)(9:30-11:00), Marlaine Osgood (Edmonton Rep), Ida Edwards (MAL), Carolyn Steeves (Calgary Rep), Carmen Letourneau (Lethbridge Rep) Sheryl Schnare (Medicine Hat Rep) (9:30-10:50), Tamara Bowie (Administrator), Rose He (9:44-10:20)

3. Consent Agenda

- a. Agenda for September 7th, 2024, board meeting
Amendments: to add 4. d. Archives addition, dates fixed in Social Media report
Add 4. e publicity discussion, Add 4. f piano and voice competition

Motion: to accept the agenda as amended

Moved: Nathene Arthur, Beth Peters All in favour **CARRIED 24-B09-M15**

- b. Minutes of February 24th, 2024, board meeting

Motion: to adopt the minutes

Moved: Nathene Arthur, Carolyn Steeves All in favour **CARRIED 24-B09-M16**

- c. Business completed by email (May 23rd, 2024)

Motion: To provide another \$500 from the Recognition Fund for the String Competition. **8 Yes 2 Abstain CARRIED 24-E01-M14**

- d. [Executive Reports](#)
- e. [Convenor Reports](#)
- f. [Branch Reports](#)

Motion: to accept all reports as amended.

Moved: Marlaine, Nathene All in favour **CARRIED 24-B09-M17**

4. Business

- a. Two recommended motions from the [bursary committee](#)
 - i. Eligible applications for Needs-Based Bursaries and Newcomer Bursary may be awarded up to \$1,000. This is to be at the discretion of the Bursary Committee.

Motion: to accept recommendation 4. a. i.

Moved: Annette, Carmen All in favour **CARRIED 24-B09-M18**

- ii. The committee would also like to institute a 6-month eligibility, rather than the current 1-year eligibility for both the Needs-based and Newcomer bursaries. The Committee will re-visit the eligibility period and adjust if needed.

Motion: to accept recommendation 4. a. ii.

Moved: Beth, Carolyn All in favour **CARRIED 24-B09-M19**

- b. Is the information from Tempo Magazine only for members with a current membership or do we want to allow some content to be available on social media for the general public to build awareness? (*QUESTION FROM Rose He, Tempo Content Convenor*)

Motion: to accept that we will allow some content to be available on social media for the general public to build awareness.

Moved: Anita, Ida All in favour **CARRIED 24-B09-M20**

Motion: Policy and Procedures be updated to give direction that only samples of content from Tempo Magazine be included, not a full article, to be published on social media.

Moved: Carmen, Nathene All in favour **CARRIED 24-B09-M21**

- c. [Brand Adherence - Policy and procedure recommendation:](#) Promotional material of any kind (provincial, branch, member level) will be created within the ARMTA Canva Teams subscription. Branches, convenors, etc. will have access. Subscription is funded through Publicity Convenor.

Motion: to accept the brand adherence recommendation as stated above and have it reflected in the policy and procedures.

Moved: Marlaine Osgood, Carolyn Steeves **Defeated.**

Motion: to add to the Policies and Procedures under publicity

All material appearing on provincial website and branch websites and social media should adhere to brand guidelines. Promotional materials of any kind will be created within ARTMA Canva Teams subscription and all branches will have access.

Moved: Carmen, Anita **All in favour** **CARRIED 24-B09-M22**

- d. Do we want to include old financial information in files given to Provincial Archives of Alberta? As it is included in the list of materials, I think it may be better to include it and if the government archives do not find it useful, they will destroy it. But I thought to check with the board. This question came to me from Beth Olver from the Calgary Branch

Do branch financials go to the provincial archives?

Discussion: archives are history narrative. Recommend that branches may decide what to send to archives and the provincial archives can decide.

Motion: Branches may send old financial information to the ARMTA Archive convenor to preserve a historical narrative.

Moved: Nathene, Anita **All in favour** **CARRIED 24-B09-M23**

- e. Publicity Discussion (withdrawn)
- f. Discuss Piano and Voice Competition
Piano competition has new convenor Jan Janovsky. Going to hold the competition in Edmonton. Website is going to be updated soon. Application date for first round video submission is December 15th, 2024. Competition date is Sunday January 26, 2025.

Voice Competition

Mirelle Rijavec. May do a different format for the next competition, a date has not been chosen yet.

5. Old Business

- a. [Policy and Procedures](#) Splitting Bursary and Scholarship Convenor positions. The splitting of these positions was approved at Board meeting October 2023 23-B10-M21
Recommendation: To approve the update in the Policy and Procedures manual as presented.

Motion: to have policies updated as presented.

Moved: Marlaine, Nathene. All in favour **CARRIED 24-B09-M24**

Point of information. Betty Phelan Scholarship is withdrawn after this year. Betty's daughter who is looking after the money feels she could not guarantee that someone of need would apply every year. Therefore, has found a different way to honour her mother.

b. [Social Media Recommendation](#)

This committee was formed during the ARMTA board meeting October 14, 2023 (*excerpt: Motion: Strike a committee to look further into ARMTA's social media promotion Moved: Nathene Arthur, Barbara Robertson, All in Favour, Carried 23-B10-M22*)

Recommendation: The job description of Social Media Convenor be updated in the Policy and Procedure manual as presented.

Motion: to accept the social media job description

Moved: Carolyn, Marlaine. All in favour **CARRIED 24-B09-M25**

Recommendation: To approve a \$3000/year honorarium for the Social Media Convenor which will be pro-rated for the first year.

Motion: to approve a \$3000/year honorarium for the Social Media Convenor which will be pro-rated.

Moved: Carolyn, Beth All in favour **CARRIED 24-B09-M26**

Amended motion: \$3000/year honorarium for social media convenor position. (to be paid out in biannual payments of \$1500 each) This position and remuneration will be reviewed in 6 months with the option to renew.

Moved: Annette, Nathene

Discussion: The Board would like them to record their hours worked because it's a new position and it is speculation as to how much time this position may require. The Past President will work on finding a person with the assistance of Administrator and Publicity, or the social media committee if requested.

Motion: To accept the proposed social media convenor job position and update our policy and procedure manual to include the recommendation made by the committee on page 27 and 28. The ARMTA Board members recommend that it be paid out no more than 6 month increments for payment and be prorated for partial year according to the budget

Moved: Carmen, Carolyn All in favour **CARRIED 24-B09-M27**

- c. AGM Meeting
 - a. who is writing the bio and presenting the award for Barb Robertson on October 25th at 12:00 at MacEwan University?
Action: Nathene will ask Beth Olver or Barb Robertson.
 - b. Guest Speaker for AGM?
Action: Marlaine as CFMTA President. Why we need CFMTA?
 - c. MCA and AGM questions?

- 6. Next Board Meeting
Friday, February 7th 8:30 am – 1:30 pm
- 7. Meeting Adjourned: 12:30 pm

3. Consent Agenda

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3. d) EXECUTIVE REPORTS

i. President's report

The past year Sept 2023- Sept 2024 has been very busy and productive for the Alberta Registered Music Teachers' Association. Implementation of our new logo with new branch websites has just about been completed. We continue to work with the Lethbridge Branch to meet their needs and update their online presence.

While I intended to visit all the branches this past year, it was difficult, so my contact was by email and phone call. They are doing well and continue to meet the musical needs of those in their communities.

ARMTA is collaborating with MCA (Music Conference Alberta) and we will take part in that Conference in Edmonton October 25-26, 2024, where we will also hold our AGM. There has been a call for session presenters. If you have something interesting to present, please go to this link ([Call for Interest Sessions - Music Conference Alberta \(musicconferenceab.ca\)](https://musicconferenceab.ca)) and sign up.

There are programs and funding to which all branches have access, so I will remind all branches to go to the ARMTA website and take advantage of what is offered. ARMTA is here to support our branches, and I will continue to stay connected at the branch level to make sure those needs are met as best as possible. If you'd like to introduce something new, please put it in your report and we can bring it up at our semi-annual meetings.

The Provincial Strings Competition will be held on November 2nd in Red Deer. The deadline is October 1. Please check our provincial website for all the details.

I continue to represent Alberta at the National Level at the CFMTA meetings. We are currently working on a national competition for July 2025 in Montreal. Stay tuned for more details on this.

Our next ARMTA board meeting will be September 7th. We have a great group of convenors and branch representatives who value what we do and come well prepared to our meetings. I look forward to working with them to support our branches and continue to support members' studios and their continuing education as well as performance opportunities, bursaries and scholarships for their students.

Respectfully submitted,
Rosemarie Horne, ARMTA President

ii. Vice-President's report

Since our last Board meeting, I have been included in a lot of correspondence and decision-making regarding rebranding, website and social media concerns, competition details and more. I look forward to reaching out to the Milestone Award Recipients to let them know about their awards presentation at the upcoming AGM and am happy to earn my own 40-year award in October. I can't imagine that 40 years has truly passed as it seems just like yesterday that I received my acceptance in ARMTA when I was 18 years old. By then I had already taught for four years and had my ARCT. How time flies and so much has transpired.

I want to thank Rosemarie Horne for her leadership and endless commitment and hours spent with the concerns and business of ARMTA over her term as President. I know that she will be a great resource to me when I become President in October and the CFMTA Second Delegate. As well, Nathene Arthur and Tamara Bowie have been invaluable and serve ARMTA with such dedication. Thank you ladies. It has been an honor to work with you.

Respectfully, *Annette Bradley*

iii. Past-President's report

Funny thing about being a Past President: you need to have been a Vice President and a President first! Taking a six-year look back over my shoulder, I see a large learning curve: meeting many interesting people, hearing new/original ideas, participating in lots of zoom meetings, processing a variety of notes and minutes, being reminded of what "yes, actually" ARMTA does and does not do, and of course, passing the gavel on from one position to the next. It is great to see our current Vice President (Annette Bradley) and President (Rosemarie Horne) keeping the ARMTA ship afloat alongside all our Convenors and Committee members, with our Administrator (Tamara Bowie) keeping track of it all!

We are around 467 members strong. I have spent my final year on the Executive busy with recruitment, serving as 1st Delegate to the CFMTA, being the liaison with Calgary ARMTA, and working with the upcoming Provincial ARMTA Strings Competition (taking place November 2nd in Red Deer). We hope to have a Provincial Piano Competition and a Provincial Voice Competition before spring 2025 also.

Looking back, I cannot imagine if I had been only involved in my own little studio in Cochrane, as wonderful as that is with teaching piano, singing, theory and going into the Seniors Lodges each month to do mini-recitals. There is something even more inspiring about being involved in what other teachers are doing across our great province in person and on zooms. It has been exciting to set up workshops, competitions and conferences with our ARMTA teachers in mind, and then seeing you there and online.

Thank you for the opportunity to serve you all as best as I could. If I have dropped the ball a few times, I am sorry. "All we can do is the best we can do" is one of my mottos, right alongside the ever popular "I showed up!" It has been an honour and privilege to be on the Board the past six years. I hope to see you at the AGM in Edmonton this October,

With joy, respectfully submitted,
Nathene Arthur
ARCT RMT

iv. CFMTA report

This has been a quieter year for my involvement with CFMTA, now that the 2023 National Conference is done. I am still the Program, Funding and Grants Co-Chair, with one more year to work online with Grant Advance and CFMTA's "Canada Helps". I managed to attend a few of the "Connecting Canada Year Round" online events. I attended the two CFMTA Zoom meetings this past February and July. I remain on the Task Force for the new multi-disciplinary "CFMTA National Music Competition" as a committee member, and that is pretty exciting stuff. Our new CFMTA President is our very own ARMTA member Marlaine Osgood, so we remain in good hands.

At the latest CFMTA meeting, areas of interest for ARMTA could include the 2025 CFMTA National Conference in Montreal (July 3-5, 2025 in Montreal), and the Young Artist Tour hosting branches will receive \$200 from CFMTA, the Young Artist to receive \$250 and the collaborative artist to receive \$150 per concert (these amounts are all raised from previous years), and now host branches can make a promotional video for CFMTA. Also, CFMTA has hired a new "Administrative Program Assistant" among whose duties are the Bylaws and P&P. There are the Essay Competition, the Student Composer Competition, the Call for Compositions (from our CFMTA members), the Branching Out event, and the Canada Music Week Poster Art Competition that our ARMTA members are reminded to encourage their students to enter. There is also a link for the CFMTA "Video Library" of workshops and talks. Have a look at cfmta.org to see these and more.

Your new CFMTA 1st Delegate will be Rosemarie Horne starting in October 2024. I am sure she will enjoy her time with the zoom meetings, and especially with the CFMTA National Conference in Montreal!

It has been a pleasure!

Nathene Arthur
ARCT RMT
ARMTA Provincial 1st Delegate to CFMTA
September 2024

v. Membership report

Since February 1st, 2024, we have had the following changes in our membership. It is nice to see such diversity of instruments from the new applicants.

New Members February 1st, 2024 – August 20th, 2024

<u>NAME</u>	<u>REGISTERED SUBJECT</u>	<u>BRANCH JOINED</u>
April Leung	Piano	Calgary
Laura Brandt	Voice	Calgary
Yeoujen Lin	Piano	Edmonton
Raphaelle Erdman	Violin	Edmonton
Serena Yeung	Voice	Calgary
Breanne Biegel	Piano	Grande Prairie
Jenny Leung	Affiliate Grade 9	Calgary
Joy Park	Piano	MAL
Cathie Kernaghan	Speech Arts	Calgary
Stephanie Belanger	Piano	MAL
Rachel Stelnicki	Piano	Edmonton
Ryan Miralles	Piano, Composition	Edmonton
David Mitchell	Composition	Edmonton
Amanda Monette	Affiliated Grade 9	Grande Prairie
Erinn Roberts	Voice	Lethbridge
Lorraine Carpino	Flute	Calgary
Bianca Sarbu	Voice	Calgary
Madeleine Canete	Piano	MAL

Reinstatements

Michalis Andronikou	Advanced Theory, Composition, Guitar	Calgary
Andrea Gray	Guitar	Edmonton
Lori Lynn Anderson Doering	Guitar	MAL
Carmen Bartel	Piano	Grande Prairie

Transfers

Upgrades

Rose Schmaltz	Affiliate Grade 10	Calgary
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Leave of Absence

There are currently 6 members on leave.

New Provincial Life Members

Gloria Gillet

Gloria had been a member of ARMTA for 46 years. MRMTA confirmed that Gloria joined their association in 1972 and so with her time also as an RMT in Manitoba combined with her time in ARMTA is now a Provincial Life Member of ARMTA.

Ruth Nolan passed away May 4, 2024

There are currently 9 provincial members.

Membership totals:

	Aug 21, 2024	Oct 1, 2023	Sept 7,2022	Sept 25, 2021	Oct 14, 2020	Oct. 7, 2019	Oct. 17, 2018	Oct. 6, 2017	Oct. 10, 2016
Full	398	398	396	413	418	422	412	399	394
Affiliate Grade 10	20	23	24	22	25	23	21	18	16
Affiliate Grade 9	12	16	14	12	12	13	9	7	5
Retired	18	22	24	24	21	14	15	17	14
Provincial Life Members	9	7	7	7	8	6	6	1	2
TOTAL	457	466	465	478	484	478	463	444	433

Branch membership totals:

	Aug. 21, 2024	Oct. 1, 2023	07-Sep-22	25-Sep-21	14-Oct-20	07-Oct-19	17-Oct-18	06-Oct-17,	10-Oct-16
Calgary	183	185	180	191	193	192	196	191	188
Edmonton	142	153	151	153	159	165	157	141	134
Lethbridge	26	22	22	22	23	24	25	26	23
Red Deer	18	21	21	22	24	21	19	17	19
Grande Prairie	14	11	11	11	11	9	7	4	5
Medicine Hat	17	17	14	16	11	11	8	8	8
Members at Large	58	66	67	63	63	56	51	57	56
TOTAL	457*	467*	466*	478	484	478	463	444	433

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

Two members were not allowed to renew because they did not obtain a Vulnerable Sector Check in April 2024. It is early in the year again for our meeting, however, there has been a slight decrease in our membership lately.

Submitted by *Tamara Bowie*

vi. Financial report

ARMTA is in sound financial position.

Our three GIC's totaling \$36,675.20 are invested at interest rates of 3.7%, 4.55%, and 4.6% until spring 2026. In July, Barbara Robertson and Christine Rogers came to my house and reviewed the financial statements and found everything to be in order. The 2023-2024 Financial Statement is available to view online in the Prov Exec area of our website.

The Annual Return for Society and Non-Profit was filed on June 28th, 2024. The balance sheet shows the financial position at a point in time. On August 20th, the financial snapshot is very similar to last year at this time.

Balance Sheet

As of August 20th, 2024

	<u>20 Aug 24</u>	<u>20 Aug 23</u>	<u>\$ Change</u>
ASSETS			
Current Assets			
Chequing/Savings			
ATB Chequing	50,463.40	50,820.89	-357.49
GIC	10,918.39	10,441.98	476.41
GIC 4	12,252.00	11,713.19	538.81
GIC 5	13,504.81	13,021.69	483.12
Stripe	8.58	22.95	-14.37
Total Chequing/Savings	<u>87,147.18</u>	<u>86,020.70</u>	1,126.48
Accounts Receivable			
Accounts Receivable	240.00	-10.00	250.00
Total Accounts Receivable	<u>240.00</u>	<u>-10.00</u>	250.00
Other Current Assets			
Prepaid Expenses	0.00	980.41	-980.41
Total Other Current Assets	<u>0.00</u>	<u>980.41</u>	-980.41
Total Current Assets	<u>87,387.18</u>	<u>86,991.11</u>	396.07
Fixed Assets			
Computer Equipment			
Computer Equipment Cost	1,913.09	1,913.09	0.00
Computer Equipment Depreciation	-1,151.25	-901.25	-250.00
Total Computer Equipment	<u>761.84</u>	<u>1,011.84</u>	-250.00
Total Fixed Assets	<u>761.84</u>	<u>1,011.84</u>	-250.00
TOTAL ASSETS	<u>88,149.02</u>	<u>88,002.95</u>	<u>146.07</u>
LIABILITIES & EQUITY			
Current Liabilities			
Branch Fees Collected			
Calgary Branch	520.00	390.00	130.00
Edmonton Branch	650.00	585.00	65.00
Lethbridge Branch	70.00	0.00	70.00
Red Deer Branch	35.00	35.00	0.00
Total Branch Fees Collected	<u>1,275.00</u>	<u>1,010.00</u>	265.00
CMT Magazine Print Subscription	-105.00	0.00	-105.00
Total Other Current Liabilities	<u>1,170.00</u>	<u>1,010.00</u>	160.00
Total Current Liabilities	<u>1,170.00</u>	<u>1,010.00</u>	160.00
Total Liabilities	1,170.00	1,010.00	160.00
Equity			
Opening Bal Equity	31,913.31	31,913.31	0.00
Unrestricted Net Assets	26,009.45	38,446.24	-12,436.79
Net Income	29,056.26	16,633.40	12,422.86
Total Equity	<u>86,979.02</u>	<u>86,992.95</u>	-13.93
TOTAL LIABILITIES & EQUITY	<u>88,149.02</u>	<u>88,002.95</u>	<u>146.07</u>

Income and Expenses Budget vs. Actual

As of August 24th, 2024

	<u>1 Apr - 24 Aug 24 -24</u>	<u>Budget</u>	<u>\$ Over Budget</u>
Income			
Advertising Income	0.00	50.00	-50.00
Conference Income	3,493.42	3,493.42	0.00
Donations			
Donations - Other	0.00	0.00	0.00
Total Donations	0.00	0.00	0.00
Interest Income	969.17	1,475.00	-505.83
Membership Income	77,522.01	81,700.00	-4,177.99
Projects Income			
CFMTA Student Composer Comp.	160.00	850.00	-690.00
Piano Competition	0.00	0.00	0.00
String Competition	0.00	650.00	-650.00
Vocal Competition	0.00	0.00	0.00
Website Hosting Income	25.00	200.00	-175.00
Projects Income - Other	0.00	0.00	0.00
Total Projects Income	185.00	1,700.00	-1,515.00
Sponsorship Income	1,900.00	2,000.00	-100.00
Total Income	84,069.60	90,418.42	-6,348.82
Cost of Goods Sold			
Cost of Goods Sold	0.00	0.00	0.00
Total COGS	0.00	0.00	0.00
Gross Profit	84,069.60	90,418.42	-6,348.82
Expense			
Administration			
Administrator Contract	6,000.00	14,400.00	-8,400.00
Administrator Expenses at AGM	0.00	0.00	0.00
Bank & Service Fees	-179.66	1,700.00	-1,879.66
Cell Phone	153.30	450.00	-296.70
Computer Expenses	0.00	250.00	-250.00
Mileage	280.60	300.00	-19.40
Office Supplies	399.60	700.00	-300.40
Postage	0.00	0.00	0.00
Rent	250.00	600.00	-350.00
Administration - Other	0.00	0.00	0.00
Total Administration	6,903.84	18,400.00	-11,496.16
Advertising & Publicity			
Social Media	0.00	1,000.00	-1,000.00

	<u>1 Apr - 24 Aug 24 -24</u>	<u>Budget</u>	<u>\$ Over Budget</u>
Advertising & Publicity - Other	0.00	2,700.00	-2,700.00
Total Advertising & Publicity	0.00	3,700.00	-3,700.00
Board Expenses			
AGM Expenses			
Hotels	0.00	1,700.00	-1,700.00
Meals	0.00	1,000.00	-1,000.00
Travel	0.00	3,850.00	-3,850.00
AGM Expenses - Other	0.00	0.00	0.00
Total AGM Expenses	0.00	6,550.00	-6,550.00
Archivist Travel & Expenses	0.00	0.00	0.00
Board Meetings Travel & Meals			
Catering	0.00	0.00	0.00
Hotels	0.00	0.00	0.00
Meals	0.00	720.00	-720.00
Travel	0.00	0.00	0.00
Board Meetings Travel & Meals - Other	0.00	0.00	0.00
Total Board Meetings Travel & Meals	0.00	720.00	-720.00
Conferencing	0.00	220.00	-220.00
Directors Insurance	0.00	1,152.00	-1,152.00
Meeting Room Rental	0.00	0.00	0.00
Board Expenses - Other	0.00	0.00	0.00
Total Board Expenses	0.00	8,642.00	-8,642.00
Member services			
CFMTA Conference	0.00	0.00	0.00
CFMTA Delegate Expenses	0.00	200.00	-200.00
CFMTA Dues	17,850.00	20,000.00	-2,150.00
Conference/AGM			
Catering			
Meal payments	0.00	0.00	0.00
Catering - Other	0.00	1,140.00	-1,140.00
Total Catering	0.00	1,140.00	-1,140.00
Conference Registrations	0.00	360.00	-360.00
Printing, Postage, and Supplies	0.00	100.00	-100.00
Sessions & Seminars			
Clinician Travel Expenses	0.00	1,400.00	-1,400.00
Session Honorariums	0.00	1,500.00	-1,500.00
Sessions & Seminars - Other	0.00	200.00	-200.00
Total Sessions & Seminars	0.00	3,100.00	-3,100.00
Conference/AGM - Other	0.00	0.00	0.00
Total Conference/AGM	0.00	4,700.00	-4,700.00

	<u>1 Apr - 24 Aug 24 -24</u>	<u>Budget</u>	<u>\$ Over Budget</u>
Directory			
Directory Postage	254.60	300.00	-45.40
Directory Printing	256.33	285.00	-28.67
Directory - Other	0.00	0.00	0.00
Total Directory	510.93	585.00	-74.07
Honoraria & Gifts	0.00	700.00	-700.00
Insurance			
Members Insurance Postage	0.00	500.00	-500.00
Insurance - Other	24,300.00	25,000.00	-700.00
Total Insurance	24,300.00	25,500.00	-1,200.00
Membership Renewals			
Membership Renewals Postage	0.00	350.00	-350.00
Membership Renewals Printing	0.00	0.00	0.00
Membership Renewals - Other	0.00	0.00	0.00
Total Membership Renewals	0.00	350.00	-350.00
Tempo			
Editor Honorarium	150.00	900.00	-750.00
Postage	0.00	400.00	-400.00
Printing	0.00	550.00	-550.00
Tempo - Other	0.00	0.00	0.00
Total Tempo	150.00	1,850.00	-1,700.00
Website and Database			
Database Developer Fees	0.00	0.00	0.00
Webmaster Contract	0.00	1,500.00	-1,500.00
Website Hosting	133.71	1,600.00	-1,466.29
Website and Database - Other	267.38	0.00	267.38
Total Website and Database	401.09	3,100.00	-2,698.91
Member services - Other	0.00	0.00	0.00
Total Member services	43,212.02	56,985.00	-13,772.98
Partnerships			
CASSA Musical Arts	0.00	500.00	-500.00
Partnerships - Other	0.00	0.00	0.00
Total Partnerships	0.00	500.00	-500.00
President's Expenses			
Catering	0.00	0.00	0.00
CFMTA President Visit	0.00	0.00	0.00
Conference Registrations	0.00	0.00	0.00
General	0.00	50.00	-50.00
President's Expenses at CFMTA	0.00	0.00	0.00
Visits to Branches	0.00	2,015.00	-2,015.00

	<u>1 Apr - 24 Aug 24 -24</u>	<u>Budget</u>	<u>\$ Over Budget</u>
President's Expenses - Other	0.00	100.00	-100.00
Total President's Expenses	0.00	2,165.00	-2,165.00
Projects			
ARMTA Recognition Fund Donation	0.00	200.00	-200.00
Collegiate Chapters	0.00	75.00	-75.00
Community Service Certificates	0.00	25.00	-25.00
Continuing Ed./Travelling Work.	75.00	3,800.00	-3,725.00
Piano Competition	0.00	3,990.00	-3,990.00
Recognition Fund Postage	0.00	100.00	-100.00
Strings Competition	0.00	2,050.00	-2,050.00
Student Composer Competition	2,022.48	1,850.00	172.48
Vocal Competition	0.00	2,500.00	-2,500.00
Projects - Other	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Total Projects	2,097.48	14,590.00	-12,492.52
Scholarships			
Alberta Music Festival Assoc.	400.00	400.00	0.00
Canada Music Center (CMC)	0.00	0.00	0.00
Canada West Performing Arts	400.00	400.00	0.00
Continuing Education Scholarship	1,500.00	2,500.00	-1,000.00
Scholarships - Other	<u>500.00</u>	<u>500.00</u>	<u>0.00</u>
Total Scholarships	2,800.00	3,800.00	-1,000.00
Uncategorized Expenses	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Total Expense	<u>55,013.34</u>	<u>108,782.00</u>	<u>-53,768.66</u>
Net Income	<u>29,056.26</u>	<u>-18,363.58</u>	<u>47,419.84</u>

vii. Administrator's report

MONTH	2021	2022	2023	2024
January		79.33	44.50	43.25
February		77.42	65.00	63.17
March		62.17	48.00	37.75
April		74.00	37.83	39.25
May		43.42	22.25	31.25
June		33.00	33.58	35.00
July	51.55	43.17	27.75	33.33
August	75.05	39.92	38.50	
September	58.50	47.67	52.58	

October	45.05	51.17	44.00	
November	32.45	20.08	24.42	
December	31.10	29.50	29.67	
Average/month	48.95	50.07	39.01	40.43
Total	293.70	600.85	468.08	283.00

My duties have included new memberships, reinstatements and renewals. I also ask members to update their Vulnerable Sector Checks if it has been more than 5 years. Last year, there were 50 members that I reached out to. This membership year, there will be 146 members who need to update their VSC. The milestone awards have been ordered for the AGM. Other tasks include answering daily emails, phone calls, and texts, communicating and answering questions from convenors, and receiving and sending information to members in newsletters. Organizing the filing cabinets and submitting documents to the archives is on my list this fall.

Within the last week and the coming week, I have been preparing and sending out the documents for the board meeting, consulting with the president, helping get the Tempo magazine ready to print, mailing out hard copies as soon as possible, processing many new applications before the new teaching season, getting social media posts ready for the Strings Competition, answering questions from branches and referring them to the proper convenors. I am grateful for all the work the executive and convenors do to operate the many programs that ARMTA offers.

Submitted by *Tamara Bowie*

3. e) CONVENOR REPORTS

i. Archives

Myself, Carolyn Garritano,(web), and Tamara Bowie (admin) have access to google drive archives folder to collect and for me to organize digital archival material.

Tamara has updated sent updated information to the Canadian encyclopedia, and we have a copy of it in the “2024 archives” folder. The Canadian encyclopedia will decide if they want to update it and it may take some time.

I connected with Beth Olver (Calgary Branch) about moving physical materials no longer to be stored by U of C. It may be donated to the Provincial Archives of Alberta along with the rest of our ARMTA materials.

I emailed local branch representatives that physical material from local branches are stored under ARMTA Provincial at the Provincial Archives of Alberta. Edmonton Branch uses google drive for digital materials and I suggested that other local branches do the same to keep it consistent across the board. I included archives convenor checklist from the Edmonton branch's policy and procedures for reference of what to collect and send my way.

I asked representatives to coordinate any physical material drop off for during in-person AGM's. I will be organizing the folders by ARMTA calendar year and received a few files from Eric Nyland for Composition competition 2025 plans.

Overall, I have not received much to archive or organize this year. I will make a checklist to email reminders to representatives twice a year, lining up with the meetings, to send archival material.

For discussion:

Do we want to include old financial information in files given to Provincial Archives of Alberta? As it is included in the list of materials, I think it may be better to include it and if the government archives do not find it useful, they will destroy it. But I thought to check with the board. This question came to me from Beth Olver from the Calgary Branch

Submitted by, Yvonne Boone

ii. Bursary

Since May of 2024, the Bursary committee has given out 7 bursaries of \$500 each, for a total of \$3,500.00.

The Committee would like to recommend that the Needs-based bursaries and the Newcomer bursaries be adjusted from \$200-\$500 to having a maximum of \$1000. The committee has noted a definite need among many families, and a larger bursary would be more beneficial in meeting the costs of a music education.

The committee would also like to institute a 6-month eligibility, rather than the current 1 year eligibility for both the Needs-based and Newcomer bursaries.

The website with these changes would read:

- Multiple awards are available in any given year and eligible applications may be awarded up to \$1,000.
- Applications are reviewed and bursaries are awarded on a monthly or bi-monthly basis.
- Bursaries may be applied for every 6 months, subject to teacher recommendation of progress.

Respectfully Submitted,
Lorrie Wittke

iii. Bylaws/Policies and Procedures

Separation of Bursary and Scholarship Committee Convenor as decided by the board at October 14, 2023 meeting 23-B10-M21

Recommendation made by *Lorrie Wittke (Bursary Committee Convenor)*

Bursary Committee Convenor

TERMS OF REFERENCE:

1. The mandate of the Bursary Committee is to determine which applicants receive needs-based bursaries and Newcomer bursaries from the ARMTA.
2. The Bursary Committee Convenor is responsible for the Bursary Committee.
3. The convenor reports to (is responsible to) the ARMTA board.
4. The convenor signs the Confidentiality Agreement as provided by the ARMTA Administrator.
5. The convenor agrees that any templates and documents developed by the convenor in this position remain the property of ARMTA.

REQUIREMENTS:

1. Review terms of reference and this job description annually.
2. Recruit two or more ARMTA members to be on the Bursary Committee to carry out the mandate. The names of the committee members are kept confidential from the applicants and their teachers, parents etc. as much as possible and referred to only as "the Bursary Committee" of ARMTA Provincial
3. Plan and evaluate the committee's work
4. Submit budget requests to the ARMTA administrator (by January 10) using template provided by the Administrator
5. Make sure relevant information is recorded and filed with the Administrator

6. Report progress to the ARMTA board at the fall and winter meetings and to the ARMTA Annual General Meeting (fall) in writing using the report template provided by the ARMTA Administrator
7. The convenor keeps the confidential applications on file for a full 2 years.
8. Bursaries may be applied for once per calendar year, subject to teacher recommendation of progress.
9. Orient incoming convenor: walk through job description, pass on templates and other documents or information.

GENERAL DUTIES:

1. Ensure the needs-based bursary and Newcomer bursary application forms are updated and available on armta.ca website. The ARMTA board approves the offering of bursaries and may alter what is offered.
2. Promote the availability of needs-based bursaries and Newcomer bursaries to the members through the branches
3. Work with the ARMTA Recognition Fund Convenor to prepare an annual budget for Bursaries to present to the ARMTA board at its budget meeting
4. Set guidelines for reviewing applications with committee members
5. Review applications with committee members and determine whether an applicant qualifies and how much an applicant should receive
6. Communicate with applicants by email or letter to inform the recipient whether they qualify for a bursary, the amount of their bursary and when to expect the cheque. The cheque is accompanied by a letter about the ARMTA Recognition Fund. If the applicant does not qualify for some reason, there is a letter in place which the convenor adjusts to suit the circumstance.
7. If there is any missing information in the application for a bursary, communicate via email, requesting the missing information.
8. Contact the ARMTA Recognition Fund Convenor and request a cheque be sent to the successful applicants along with a letter about the ARMTA Recognition Fund

TERM: 1 year usually beginning at the October AGM of the preceding year. Term may be renewed for up to three years at a time upon review between the convenor and an ARMTA executive officer referencing this job description and the reflection tool.

EVALUATION:

The convenor will use a reflection tool provided by the ARMTA Administrator in September each year.

REVIEW DATE:

This job description will be reviewed by the convenor in September each year.

Suggested changes will be given to the Policy and Procedure/ Bylaws convenor and copy to the ARMTA Administrator.

APPROVAL DATE: As revised by the ARMTA board on 2024 September 7.

ADDITIONAL INFORMATION FOR RECRUITING

QUALIFICATIONS AND SKILLS:

Ability to manage a committee and bring them to consensus.

Ability to keep confidential record and files

Ability to disperse information electronically to committee members

TIME AND FINANCIAL REQUIREMENTS: an hour a month

Scholarship Committee Convenor

TERMS OF REFERENCE:

1. The mandate of the Scholarship Committee Convenor is to determine which applicants receive scholarships from ARMTA. These scholarships include the following: Continuing Education Scholarship(s), Pedagogy Scholarships, Betty Joan Rac Scholarship, and Betty Phelan Scholarship.
2. The Scholarship Committee Convenor is responsible for the Scholarship Committee
3. The convenor reports to (is responsible to) the ARMTA board.
4. The convenor signs the Confidentiality Agreement as provided by the ARMTA Administrator.
5. The convenor agrees that any templates and documents developed by the convenor in this position remain the property of ARMTA.

REQUIREMENTS:

1. Review terms of reference and this job description annually.
2. Recruit two or more ARMTA members to be on the Scholarship Committee to carry out the mandate. The names of the committee members are kept confidential from the applicants and their teachers, parents etc. as much as possible and referred to only as “the Scholarship Committee” of ARMTA Provincial.
3. Plan and evaluate the committee’s work
4. Submit budget requests to the ARMTA administrator (by January 10) using template provided by the Administrator.
5. Make sure relevant information is recorded and filed with the Administrator
6. Report progress to the ARMTA board at fall meetings and to the ARMTA Annual General Meeting (fall) in writing using the report template provided by the ARMTA Administrator

7. The convenor keeps the confidential applications on file for a full 2 years.
8. Orient incoming convenor: walk through job description, pass on templates and other documents or information.

GENERAL DUTIES:

1. Ensure the Pedagogy scholarships, Continuing Education Scholarships, Bette Joan Rac, and Betty Phelan Scholarship application forms are updated and available on armta.ca website. The ARMTA board approves the offering of scholarships and may alter what is offered
2. Work with the ARMTA Recognition Fund Convenor to prepare an annual budget for Scholarships to present to the ARMTA board at its budget meeting.
3. Set guidelines for reviewing applications with committee members
4. Review applications with committee members and determine whether an applicant qualifies and how much an applicant should receive before June 30th. Include Carol MacKinnon-Hagan on the decision of the Betty Phelan Scholarship.
5. Communicate with applicants by email or letter to inform the recipient that they will be receiving a scholarship, the amount, and when to expect the cheque. The cheque is accompanied by a letter from the Scholarship Committee Convenor.
6. Complete a withdrawal form for the Pedagogy Scholarships and contact the ARMTA Recognition Fund Convenor and request a cheque be sent to the successful applicants along with a letter about the ARMTA Recognition Fund.
7. Complete a withdrawal form for the Betty Joan Rac and Betty Phelan Scholarships, and contact the Treasurer of CFMTA, requesting a cheque be sent to the Scholarship Committee Convenor, or the ARMTA Administrator.
8. For the Continuing Education Scholarships contact the ARTMA Administrator and request the cheque be sent to the recipient.
9. Send a list of recipients to Tempo Content Editor before July 15th.

TERM: 1 year usually beginning at the October AGM of the preceding year. Term may be renewed for up to three years at a time upon review between the convenor and an ARMTA executive officer referencing this job description and the reflection tool.

EVALUATION:

The convenor will use a reflection tool provided by the ARMTA Administrator in September each year.

REVIEW DATE:

This job description will be reviewed by the convenor in September each year. Suggested changes will be given to the Policy and Procedure/ Bylaws convenor and copy to the ARMTA Administrator.

APPROVAL DATE: As revised by the ARMTA board on 2024 SEPT 7.

ADDITIONAL INFORMATION FOR RECRUITING

QUALIFICATIONS AND SKILLS:

Ability to manage a committee and bring them to consensus.

Ability to keep confidential record and files

Ability to disperse information electronically to committee members

TIME AND FINANCIAL REQUIREMENTS: an hour a month. The month of June requires up to 10 hours as the committee meets and makes decisions.

iv. Canada Music Week

Nothing to report.

Josina Leder-Sears

v. Collegiate Chapters

Viktoria Reisch-Dapp sent in a report from Chapter President Rayna McFeetors:

"During the spring and summer terms, the ARMTA U of A Collegiate Chapter has been focusing on becoming a recognized group at the University of Alberta. This is a key step in starting up the collegiate chapter as the university requires the group to be recognized before the group can host any general meetings or events. We are currently awaiting acceptance of our registration, the last step before becoming recognized, and are hopeful that we will be able to start hosting meetings and events by the end of September or early October. We have elected an executive committee, comprised of five University of Alberta students and currently have 25 members who are interested in participating in the collegiate chapter."

Submitted by *Marlaine Osgood*

vi. Community Service Award

One application arrived for the January to June term: Bronze
Melora Bowie- Student of Bradley Parker

Marlaine Osgood

vii. Conference

Music Conference Alberta runs October 25 – 26, 2024 at Allard Hall, McEwan University in Edmonton.

We are planning 8 sessions:

1. Maura Sharkey-Pryma – Sing Your Way to Fluency – Learn English Through Singing The Sharkey Method.
2. Jan Janovsky – Practical Solutions on How to Integrate AI and Music Apps for the Music Teacher.
3. Gabriella Minnes Brandes – Introduction to Alexander Technique for Music Educators
4. Gabriella Minnes Brandes - A hands on session
5. Dr. Tom Van Seters – Fake It Like A Pro: A Simple Approach to Keyboard Lead Sheet Reading.
6. Fiona Carnie – Strings Masterclass
7. Zhenni Li-Cohen – Piano Masterclass
8. Zhenni Li-Cohen - "A Letter." A lecture-recital on the music of Ukrainian composer Sergei Bortkiewicz.

Submitted by *Marlaine Osgood*

viii. Continuing Education

ARMTA branches are encouraged to submit applications for funding for the 2024-2025 year. Each branch can apply for up to \$400 in funding per year, with the possibility of additional funds if there are any left toward the end of the fiscal year (this was the case for 2023-2024). The application form is attached to this report. Please fill it out and send to Deanna Oye (Continuing Education Convenor) at deanna.oye@uleth.ca, and please do not hesitate to contact me if you have any questions.

The following projects were funded through ARMTA Continuing Education since the AGM in October 2023:

CALGARY

Keyboard Harmony Presentation with Nita Pelletier and Joyce Janzen

November 17, 2023 via Zoom

Report of Event:

The Calgary Branch invited all Alberta Branches as well as other music organizations of Mount Royal Conservatory and Alberta Piano Teachers' Association (for a \$25 fee) to attend this presentation via zoom. The response and turnout were reasonable, with about 22 ARMTA members planning to attend. A few on the morning of sent their regrets for not being able to attend. The presentation was recorded in full, via Zoom, and posted on Vimeo for the agreed 10 days following the presentation. This was extremely helpful for those who had registered but could not attend on the day. It was also useful for those in attendance who would want to review the material.

Nita and Joyce have created an impressive resource that covers all three levels of Keyboard Harmony. This resource will be immensely helpful for those teachers wanting to incorporate more of the skill within their studio as well as preparing students for RCM exams in Keyboard Harmony. In the presentation, they introduced the fundamentals of Keyboard Harmony, its significance in developing overall musicianship in our students, and the logical decision to choose Keyboard Harmony over the written Harmony exams (a: more practical in terms of musicianship, b: less marking for the teacher, c: potential for building more confidence in the student). They shared many strategies and helpful hints on how to begin implementing the material.

They offered a discount on their workbooks for 10 days following the presentation. We received many positive comments from the attendees. And considering that RCM does not have a formal and published resource for teaching Keyboard Harmony, these new workbooks really deserve a place in our teaching studios. We hope to have Nita and Joyce again in the future so that their material can reach more of our membership.

Amount funded: \$300 (toward presenters' fees)

Teaching With Your Whole Self with Dr. Laura Hynes

January 7, 2024, 2:00-3:30 PM

Location: The Room YYC (COL Studio), Calgary SE

Benefits: learning to improve skills of body/mind awareness, thereby enhancing ability to better listen and communicate with students

Report of Event:

The first workshop of the year was given by Laura Hynes, an Alexander Technique "teacher in training" who gave the attendees exercises towards body awareness and mindfulness. A few teachers did not attend (given the snow and very cold temperature on the 7th, this was not surprising) with 9 in attendance. The workshop was extremely helpful with specific exercises in: 1) breathing, balancing, and putting awareness to these aspects in physical activities and 2) mindfulness of how we go about physical and intellectual tasks. This was a meaningful introduction to what Alexander Technique offers as a method for body and mind awareness that can help every teacher and student be better, more productive, more comfortable, and enjoy what we do on a daily basis. It is the type of workshop that could (and should) be a regular component of our ARMTA events for teachers and students and I will be recommending this for our Branch going forward.

Amount funded: \$200 (toward presenter's fee)

RED DEER

"All That Jazz" – Jazz Café

March 2, 2024

Local jazz artists performed but the main emphasis was for students to be able to perform and enjoy an evening of jazz music. Our students performed jazz music on piano, vocal and violin, and a few students even had a chance to "jam" with these artists.

The venue had a stage and main floor with room for the audience to sit at round tables to keep an informal cafe style ambiance. The room was decorated and we provided light refreshments and drinks.

Amount funded: \$500 (toward \$600 Jazz Trio fees)

Student Teacher's Advancement For the Future Group (STAFF Group) Student Recital

June 9, 2024 – St. Luke's Anglican Church, Red Deer

Student teacher members held an entire program of their students, giving them an opportunity to perform that they otherwise would not have had.

Amount funded: \$75 (for church rental)

LETHBRIDGE

Keys to Piano Workshop

March 1-2, 2024

U of L Conservatory, Casa

Clinicians: Derek Chiu and Dale Wheeler

The event is a full day of master classes, special sessions, a clinicians' concert, and lunch for piano students of all ages. A session with the clinicians for teachers will be held the night before (March 1). This is a joint project between the LRMTA and the U of L Conservatory of Music.

Amount funded: \$650 for one clinician's fee

GRANDE PRAIRIE

Music Business Workshop with Carmen Gorgichuk

February 24, 2024

Collins Recital Hall, Northwestern Polytechnic, Grande Prairie, AB

The workshop will focus on a music business lecture for participants in the morning session, suitable for aspiring musicians who are looking to do freelance work. Topics will include music copyright, contracts, song distributions and how royalties work as well as marketing oneself in the industry. In the afternoon, there will be a 2 hr piano masterclass session for all ages and levels, including piano teachers who would like to receive feedback from Carmen. We anticipate a group size of 20-30 participants.

Amount funded: \$500 (for speaker fees)

Report respectfully submitted by Deanna Oye, Continuing Education Convenor

ix. Examining Board

Chair: Judith Elliott

Board Members: Ruston Vuori, Twila Baker, Brad Parker, Roger Admiral, Bronwyn Schuman

Applicants Accepted for Full Membership:

Piano..... 16
Voice..... 9
Flute 3
Trumpet 1
Violin 1
Speech Arts 1
Composition 2
TOTAL - 33

Affiliate Applicants:

Affiliate 9 2
Affiliate 10 2
TOTAL - 4

At the date of this reporting there were no major issues that came up for discussion. Most applications were straightforward. The Board members continue to discuss at length those applicants who are non-music majors or BA/BEd and who do not submit adequate documentation to support their request for Full membership in their primary area of study and verify what their primary area of study is.

I appreciate the input of those Board Members who are familiar with post-secondary education curriculum and standards to determine these more difficult applications. We always aim to be fair and consistent to reach a final decision.

Thank you to the Board Members for their knowledge, input and time.

Judith Elliott

x. Festival Association Liaison

The Alberta Music Festival Association (AMFA) hosted the 2024 Alberta Provincial Festival Monday May 27th – Saturday June 1st. Solo, Duet and Chamber Classes were held from Monday May 27th to Thursday May 30th at Allard Hall in Grant MacEwan University in Edmonton. Choral Speech and Percussion Classes were held Virtually. Choirs could choose either a Live or Virtual Festival. The Live Choral Festival ran Thursday May 30th – Saturday June 1st at McDougall United Church in Edmonton.

AMFA sponsored two \$200 scholarships in this year's festival.

ARMTA sponsored Class 312 CELLO OR DOUBLE BASS SOLO - 15 YEARS & UNDER. The First-Place winner was Anthony Yue of Edmonton. He was awarded an Alberta Registered Music Teachers' Association Scholarship of \$200 and the Calgary Performing Arts Festival Plaque.

The second ARMTA Scholarship of \$200 was awarded to Jerry Li of Fort McMurray. He was competing in the Class 703 PIANO 1 SOLO - 15 YEARS & UNDER. He was awarded an Alberta Registered Music Teachers' Association Scholarship of \$200 and the Drayton Valley Festival Plaque.

Both Anthony and Jerry submitted photos, a short biography and a thank you to AMFA. The pictures and biography were submitted to Joel Windsor to be included in the Tempo Magazine September 2024.

I would encourage ARMTA to continue sponsoring scholarships for the Alberta Music Festival Association and for the Canada West Performing Arts Festival happening again in Alberta in 2026. Both recipients were thrilled to receive these awards and so grateful for the support! It was a pleasure to be able to congratulate each of them personally.

Respectfully submitted by *Carolyn Steeves*

xi. Media

May 29, 2024

Social Media Convenor Position Proposal

This document is regarding the appointment/hiring of a Social Media Convenor for ARMTA. It has been prepared by a committee that includes Susan Henley (Publicity Convenor), Tamara Bowie (ARMTA Admin.), board members Carmen Letourneau (Lethbridge), and Carolyn Steeves (Calgary). It consists of the rationale behind the position and a proposed **Social Media Convenor** job description that would replace the current **Media Convenor** job description in ARMTA's **Policies and Procedures**.

As a committee, we agree that the Social Media Convenor role is important to build recognition of and awareness of ARTMA as a professional organization. Social media platforms can be used to raise awareness and inform about what a Registered Music Teacher is, the benefits of membership, and to **build a sense of community** among members. Strengthening our social media presence will increase brand recognition and raise awareness among potential members and students of the value of ARMTA membership.

Recruitment

The social media convener should be a member of the ARMTA organization (a music teacher who knows the business). The job description would include three posts per week with a time commitment of approximately 3.5 hours a week; the position would be partially volunteer, with

an honorarium that recognizes the consistent time commitment as well as the expertise and experience required to fulfill such a position. The rationale behind setting an honorarium for the position is based upon expectations for similar positions in other organizations in terms of productivity and time required.

Compensation

The committee recommends that a \$3000 annual honorarium be offered for this position. If the Social Media convener fulfills an average of 3.5 hours/week for 50 weeks, the remuneration would be \$17.15/hour, which, considering the expertise required to fulfill such a position, would be a partially volunteer position. We can measure the effectiveness of the new position by comparing traffic and views year to year.

Funding

ARMTA has put significant resources into rebranding in an effort to increase brand recognition. Because ARMTA is a non-profit organization with a current financial surplus, the board has approved a deficit budget for the current year. As stated above, the explicit aim of this initiative is to build community among ARMTA members and raise awareness of ARMTA programs among music teachers and the public. It may have possible downstream effects such as increasing participation in ARMTA programs (festivals, competitions) and increasing membership.

Proposed Social Media Convener job description

Social Media Convener

TERMS OF REFERENCE:

1. The mandate of the Social Media Convener is to create and maintain ARMTA's social media presence, using strategies that improve engagement, build community, and increase awareness of ARMTA.
2. To facilitate this, 3.5 hours and 3 posts per week is estimated
3. The Social Media Convener works with the Publicity Convener, ARMTA Administrator, and Branch Representatives, in addition to creating content independently.
4. The Social Media Convener reports to (is responsible to) the ARMTA Board and is paid an agreed upon honorarium or an hourly wage at agreed upon intervals.
5. The Social Media Convener agrees that any templates or documents developed by the Convener or team in this position remain the property of ARMTA.

REQUIREMENTS

(as determined by policy convenor for convenorships that are part honorarium and part volunteer)

GENERAL DUTIES:

1. Manage and moderate all public and private ARMTA social media channels operated at the provincial level
 - With consideration toward reaching ARMTA's target audiences, initiate public social media accounts on various platforms, including but not limited to:
 - X
 - Facebook
 - instagram
 - For private ARMTA member social media accounts:
 - monitor posts for appropriate content and collegiality toward fellow ARMTA members
 - Maintain ARMTA brand standard for promotional material posted by members
2. May use budget to reach a wider audience
3. Work in tandem with Publicity Convenor to come up with appropriate advertising
4. Maintain a calendar of upcoming posts and publicity campaign schedules - includes material from Social Media , Publicity, other Convenors, and may coordinate with Branch Representatives
 - Maintain ARMTA Brand Standard for all material produced or posted
 - Use brand-controlled ARMTA shared media software (such as CanvaPro)
 - This includes adjusting or referring to Publicity Convenor any off-brand material before posting, regardless of source.

TIME AND FINANCIAL REQUIREMENTS

Estimated 3.5 hours per week

Financially: a personal credit card is needed to be able to purchase online advertisements.
Need to fill out forms for reimbursements.

Hiring process: This is within the mandate of the Past President position.

To compare the new **Social Media Convenor** job description with the current Media Convenor job description see the link below:

<https://armta.ca/prov18/wp-content/uploads/2024/03/Policy-and-Procedure-Manual-February-2024.pdf#page25> (pages 45-47)

vacant

xii. Members at Large

As a member at Large, I did not have any contact with other members at large. I attended a couple of music workshops on my own this past year. I appreciate the support for the web page and guidance, best deal ever.

Notes for discussion: How much does a member at large save by not belonging to a branch?

Answer: Branches charge different amounts. Grande Prairie \$10, Medicine Hat \$10, Lethbridge and Red Deer \$35 and Edmonton and Calgary are \$65/year for branch memberships.

Ida Edwards

xiii. Piano Competition

Our Piano Competition Convenor resigned on May 29th, 2024, and Nathene has been looking to fill the position since. Michael Lipnicki Fine Pianos in Calgary has been secured as a competition venue on January 25th, 2025. The store is offering the space gratis and has liability insurance in place for the general public. There is no judge secured yet.

There is a National Piano Competition in Montreal Quebec July 3-5, 2025. The national deadline for application is March 1st.

Vacant

xiv. Publicity

1. (ARMTA Name Recognition) Canva Teams subscription:
 - a. set up by Webmaster and Administrator, using 2024/25 Publicity budget allocated for this purpose.
 - b. For supporting rationale, please refer to the excerpt from the Publicity 2024/25 budget request, appended below.

2. Social Media Convenor Committee:
 - a. Committee recommendations to Executive on May 29th, 2024 included updated job description and recommendation for compensation.
 - b. Tabled for September Board Meeting
 - c. This committee was formed during the ARMTA Board meeting Oct. 14, 2023

*(excerpt: Motion: Strike a committee to look further into ARMTA's social media promotion
Moved: Nathene Arthur, Barbara Robertson, All in Favour, Carried 23-B10-M22)*

Members in alphabetical order - Tamara Bowie, Susan Henley, Carmen Letourneau, Sheryl Schnare, Carolyn Steeves
Chair - Carmen Letourneau

3. Branding and Publicity for Strings Competition

- a. Strings:
 - i. Website updated in conjunction with the strings committee, and Carolyn Garritano and Tamara Bowie.
 - ii. Awareness - ARMTA newsletters, emails to members, private, public, and sponsored social media posts (currently running - a series of 8 pre-and post- application deadline, targeted at 7-10 day intervals between August and November)
 - iii. The first sponsored (Paid through publicity budget) strings post was posted by ARMTA Admin on the weekend of August 11.
 - iv. This first post reached 11,569 targeted accounts, and had 134 clicks (which links to the ARMTA competition page, at a cost of \$50)
 - v. *The remainder of the series will be delayed here and there due to time constraints and schedule conflicts. (publicity convenor, web master, and administrator are fitting this work into their schedules as they are able.)*

For Discussion:

ARMTA Name Recognition - a policy and procedure update to require the use of the Canva Teams subscription for promotional material:

On name recognition in general - this is the component of brand recognition that governs appearance. For practical application, everything that contributes to name recognition is detailed in ARMTA's brand guidelines. I am advised that a well-recognized organization uses their set of brand standards to govern the appearance of everything that anyone sees from that organization. I'm talking about organizations with universally recognized branding - IBM, BMW for instance.

There is no deviation from a brand standard, or the viewing public gets confused, and the visual recognition factor is diluted. Both are undesirable given there is no downside to brand adherence.

Visual recognition links to reputational recognition. In logo, colour, font, an organization uses visual appearance to support the reputation they WANT to have with members and the public.

In ARMTA's case that translates to "professional", "credible", "educational", "supportive", "accessible" (from original Brand Renewal project interviews)

- *Obviously, reputation is enhanced or diminished by an organization's actual activity - their programs and their way of producing and promoting them (for example: clear communication, sensible application procedures/entrance requirements for scholarships and competitions, treatment of applicants and adjudicators).*

ARMTA is not too small to benefit from the universal principles of brand recognition, thus the brand re-fresh project which we completed in spring 2023. These principles are reflected in the

ARMTA Brand Guidelines, available from the member section of the website along with all logo permutations.

It is unrealistic though, to think that everyone who needs to create something will have the time to scan the brand guidelines and find the colour formulas and note the fonts and everything else, for their Instagram post or their branch banner.

The shared Canva teams subscription lets ARMTA pre-set the brand standards within Canva so members don't have to figure all that out. Additionally, ARMTA already has professionally designed templates which can be transferred into Canva teams along with anything designed in future, so everyone has easy access.

To start - we purchased the minimum subscription for Canva Teams - a few IDs will be shared by ARMTA Web master, ARMTA Admin, future social media convenor, graphic designer, Branches. As we go along, we can expand the subscription to meet the need.

Action:

1. Brand Adherence - Policy and procedure recommendation:
. Promotional material of any kind (provincial, branch, member level) will be created within the ARMTA Canva Teams subscription. Branches, convenors, etc. will have access. Subscription is funded through Publicity Convenor.

For reference - excerpt from 2024/25 Publicity Budget rationale

ARMTA Name Recognition resumed for 2024/25 (assumes appointment of a Social Media Convenor):

The 2024/25 publicity plan is to increase participation in ARMTA events, and increase provincial membership numbers, by publicizing our events and our benefits of membership, and generally creating greater awareness of the ARMTA brand. We piloted this during 2022, with branded promotional posters for Violin, Voice, Piano, and Student Composer competitions plus paid facebook and instagram promotional campaigns.

- People have to recognise ARMTA branding for any of this to be effective, and branding has to be extremely consistent across our programs. For this reason, all promotional material should be designed through Publicity.
- Optimally, the Publicity budget will continue to cover promotional material for ARMTA competitions and scholarships.
-
- On occasion, usually on a social media site, something shows up in contravention of brand standard. If necessary, I'll use funds from the sundry budget to support corrections.

- I suggest that we continue our arrangement with Carol Kemp Creative Direction, for branded designs, and also streamline and economize by entering into a team subscription to a design software so that Carol can share templates with us.
 - the budget for design software is intended for creating streamlined, brand-protected material shared between Carol Kemp or any other graphic designer, the future social media convenor, ARMTA Admin, and ARMTA Webmaster. The budgeted amount aligns with current share costs through Canva Pro.

Submitted by *Susan Henley*

xv. Recognition Fund

The balance of the Recognition Fund is \$59,327.47. The Rusconi donation from the Edmonton Community Foundation arrived on May 1, 2024 and was \$20,312.00. An updated copy of the spreadsheet will be sent quarterly to the Administrator for ARMTA records. I have a USB containing Recognition Fund activity since 2015.

After working on the Recognition Fund for the past year, I have learned a lot, and received a lot of guidance from Judith. Also, Lois Kerr from CFMTA is very helpful and I so appreciate her and everything she does to assist with the Recognition Fund.

Since Sept 2023- the Recognition Fund has supported the following:

- Needs-based Bursaries
- Newcomer Bursaries
- Branch Awards
- Edmonton Contemporary Showcase
- Calgary Contemporary Showcase
- CASSA Calgary 2023
- 2024 Student Composer Competition

Respectfully, Lorrie Wittke

xvi. Scholarship

As the scholarship convenor, I bumbled the ball in different ways. It was difficult to find a good day to meet in June for the committee. The committee members sent notes and cross-referenced information sent in against the application requirements. The committee met in early July via zoom. It was a lively discussion regarding the amazing applications. One note to consider is creating a checklist for the scholarship applicants so that all the required materials can be organized. I found the information very dense for each scholarship and was very grateful for an experienced committee that understood the application's requirements. The list of recipients was sent out and I rested. In late July, I was reminded of one more task which was to send out award letters and a tax information form. Sadly, I sent the notifications to the recipients in mid

August. My sincerest apologies for my mistake in missing the job description sent in January. Overall, the workload was fairly manageable but individual time conflicts made getting the committee together difficult in June. I appreciate the support of our administration and Lorrie who guided me back to the beaten path several times.

Notes for discussion:

An Onboarding review of tasks in January in order to prepare for March mail outs, review of the scholarship awards before receiving applicants and a guide for how the applications are shared.

What does the committee think of Simple check list of highlights to help guide the evaluation process?

Submitted by *Ida Edwards*

xvii. Sponsorship

Sponsorship Report

This year we have received \$1900 in sponsorship funds. Our donors are

Steinway Piano	\$500
Yamaha	\$500
Long and McQuade	\$500
Burman University	\$250
Augustana Campus	\$150

All donors will receive benefits depending on their level of donation. They all received appropriately placed ads for their donations in the Tempo Magazine. They will be listed on our website with a link to the sponsor's website and will be advertised at Music Conference Alberta and ARMTA Sponsored events and in programs.

We value our sponsors so please consider using them for any of your business needs.

Respectfully submitted by *Rosemarie Horne*

xviii. String Competition

Our ARMTA Strings Committee is excited to report that we have our two-level Competition scheduled for November 2nd, 2024, in Red Deer, Alberta. Everything is in place: 1st Round Judge (video), Final Round Judge (in-person), website is up and ready to receive applications, and the publicity and social media is doing a great job. We also have a Plan B to move the competition to the spring of 2025 should we have insufficient numbers of entries by October 1st.

Basically, there are two competitions: the Inaugural Junior Strings Competition (violin, cello) which is open to all junior strings players aged 15 and under in Alberta; and then the Senior Strings Competition (violin, cello, viola/bass) which is open to students aged 23 and under who study with an ARMTA Provincial teacher. There is over \$4,500 in prize money.

For all details, you can check online at our provincial website or just google “ARMTA Strings Competition”. <https://armta.ca/provincial-strings-competition/> We appreciate our ARMTA Strings teachers and all that they do to “Bring Out the Brilliance” in their studios and other places of music education.

Our committee is ready to let this Competition showcase our young Alberta strings players. Please enter. Please support. Please come to the in-person Competition.

On behalf of the ARMTA Strings Competition Committee,
Nathene Arthur, Chrysanthema Nikol (Convenor) and Marlaine Osgood

xix. Student Composer Competition

This year there were 44 entries submitted from 19 teachers. All entries were submitted online this year. There were 24 entries from previous participants. Adjudicator Jesse Plessis (composer, pianist, and teacher from Montreal) awarded seven first place prizes in Preparatory P1, Preparatory P2, A1, A2, B1, C and D Categories which were entered in the CFMTA National Competition. All 7 ARMTA students received recognition at the national CFMTA level.

ARMTA Provincial Winners	Composition	Teacher
Preparatory P1 (8 years and under) *Davin Chan	<i>The Crime Guys</i>	Linda Kundert (Calgary)
Preparatory P2 (8 years and under) Saylee Mori	<i>Save My Life</i>	Jamie Deibert (Medicine Hat)
Category A1 (11 years and under) Mason Green	<i>Upsurge</i>	Marissa Fera (Calgary)
Category A2 (11 years and under) Sara Dietrich	<i>The Sea</i>	Jamie Deibert (Medicine Hat)
Category B1 (15 years and under) *Mark Rico-Lam	<i>Fiesta de Verano</i>	Rhonda McEachen (Edmonton)
Category C (19 years and under) *Charlie Eaton	<i>Ruminate</i>	Bradley Parker (Lethbridge)
Category D (Open) *Krithika Venkataramadas	<i>Aurora</i>	Heather Hindman (Edmonton)

*denotes previous participant

CFMTA Alberta Winners

Preparatory Level – 8 years and under, Class 1, composition for solo instrument

Second place Davin Chan *The Crime Guys*

Preparatory Level – 8 years and under, Class 2, composition for voice

First place	Saylee Mori	<i>Save My Life</i>
Category A – 11 years and under, Class 1 , composition for solo instrument		
Second place	Mason Green	<i>Upsurge</i>
Category A – 11 years and under, Class 2 , composition for voice		
First place	Sara Dietrich	<i>The Sea</i>
Category B – 15 years and under, Class 1 , composition for solo instrument		
First place	Mark Rico-Lam	<i>Fiesta de Verano</i>
Category C – 19 years and under		
First place	Charlie Eaton	<i>Ruminate</i>
Category D – Open		
First place	Krithika Venkataramadas	<i>Aurora</i>

Financial Summary

Income	Total entry fees	\$990.00	(44 entries)
	Total Income	\$990.00	
Expenses	Adjudication Fees	\$1380.00	paid to Jesse Plessis, adjudicator
	Award Money	\$525.00	paid to 7 – 1 st place winners (from ARMTA Recognition Fund)
	Convenor Expenses	\$112.35	postage, printing, envelopes
	CFMTA Entry fees	<u>\$190.00</u>	CFMTA Student Composer Competition Entries
	Total Expenses	\$2207.35	

Respectfully submitted,
Christine Rogers, ARMTA Student Composer Convenor

xx. Tempo Content

Content for the Tempo 2024 Magazine has been successfully collected and sent to the Tempo Editor by July 15, 2024. Similar to previous editions, this includes original articles, with a particular emphasis on early childhood musical learning, branch reports, ARMTA awards and milestones, student compositions, and ads.

The total physical copies required are yet to be determined but estimated to be similar to previous years.

For discussion:

Whether snippets of the Tempo Magazine can be shared on the ARMTA social media (such as Instagram and Facebook), to increase accessibility to content. Quotes from the original articles for instance, may be of interest, and putting the online access in the link tree for ARMTA members to easily find to read the full piece. This would be possible in collaboration with the social media convenor.

Rose He
Tempo Content Convenor

xxi. Tempo Layout and Design

xxii. Voice Competition

Due to the small number of voice applicants in the 2023 provincial voice competition, I would like to open the competition up to musical theatre as well as classical voice. I would like to canvass members of the CFMTA 2023 Voice committee for their feedback, as well as other registered voice teachers in the province. As of this writing, this has not been completed. I am still aiming to have a provincial competition in 2025, even though voice will not be represented in the CFMTA competition in 2025. This will give us an opportunity to see if a change in the guidelines brings in more competitors.

Mireille Rijavec
Voice Competition Convenor

xxiii. Webmaster

1. ARMTA Provincial Website & Maintenance:

We use WordPress for our content management system. The last redesign was in Spring 2022. Our current theme is called "Sinatra". Edmonton, Calgary, Red Deer, Grande Prairie & Medicine Hat branch websites are using the same theme. Images & layouts are different to give each branch their own identity while still maintaining a unified look across the province using our new logo & brand colours.

Lethbridge Branch has not switched to the new website theme or logos yet.

I continue to offer website technical assistance to all branches when requested.

I have been making changes & updates to the events & information posted on our website as instructed by the administrator & event coordinators.

2. Public Member Profiles:

Add your photo & update your profile information for our Find A Teacher directory.

Send your logo or photo to web@armta.ca to be added beside your name on our Find A Teacher directory page. We currently have 23 member photos or logos in our directory.

Members are encouraged to add information (text and/or photos) into their member profiles in the Find a Teacher directory so they will be found in more searches on our website & on Google search. Click the "Profile" tab when logged into "Manage Account" section of the member's area. (You can edit the Profile Gallery & Profile Description)

3. 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 \$15-\$25 per year).

Local branches hosted under ARMTA's account:

Edmonton Branch www.armtaedmonton.ab.ca

Lethbridge Branch www.lrmta.com

Calgary Branch www.armta-calgary.com

Red Deer Branch www.armtareddeer.org

Local branches hosted under ARMTA's account with a sub-domain:

No name registration fee required for a sub-domain (yournamehere.armta.ca)

Grande Prairie grandeprairie.armta.ca

Medicine Hat Branches medicinehat.armta.ca

4. Member Custom Websites Hosted under ARMTA Provincial (shared hosting):

Members have access to our shared hosting for a \$50 per year fee so they can have a custom website. The first year is \$25. (Details in Feb 12/27, 2022 minutes). This brings in some income to help cover the cost of our provincial hosting expense. Members would be responsible for their domain name registration fee (usually \$15-\$25 per year).

We are currently hosting 6 member's websites (2 more since last report). 4 paid \$50 with 2024 renewal.

I help the members get their websites up & running and am available for assistance in future editing as requested.

Full details are located in the member's area of our website: armta.ca/member-websites

5. Google Workspace (formerly G Suite) for nonprofits:

We have a Google Workspace since Feb 2020. Contact me if you want access to use Workspace features.

Currently Edmonton Branch is using it for a shared Google drive for their Executive members. Executive members can easily organize, access & edit agendas/minutes & other documents.

6. Website traffic stats:

View our website traffic stats anytime by visiting the link below (also found in the member's only area of our website). At first, it will show you data for the last 30 days. Select the date range you would like to view.

Sessions: the number of times someone visited our site.

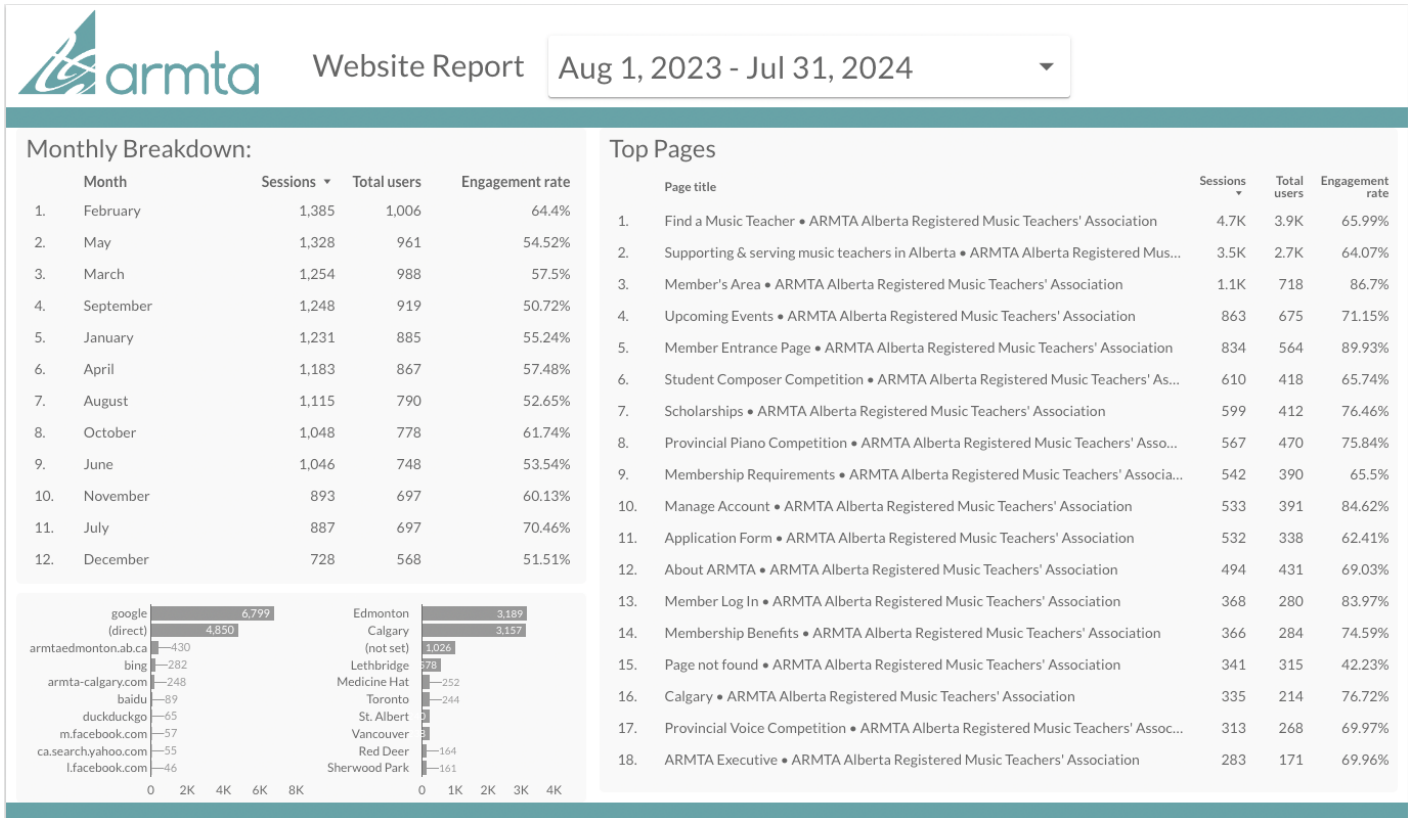
Total users: the number of users visiting our site 1 or more times.

Engaged sessions: sessions that last at least 10 seconds or include 2 or more pageviews.

Scroll down the top pages section to see the top 500 pages viewed.

<https://datastudio.google.com/reporting/f28b09fa-6dd0-4b63-b9a1-872907942adb/page/S33B>

Here are the traffic stats for the past year: Aug 1, 2023 – July 31, 2024



Submitted by: *Carolyn Garritano*

ARMTA Provincial Database Report – SEPTEMBER 2024

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 \$1140 USD / year (\$95 per month) starting January 2024.

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.

I have assisted the administrator with customization & issues that arise with our Membership Works account.

Reminder: only members with a current VS check will be included in our public Find-a-Teacher directory page.

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 & Calgary make use of this feature regularly. Lethbridge & Red Deer post their events occasionally but not in the past year.

Contact web@armta.ca if you would like to start using this feature.

Submitted by: *Carolyn Garritano*

xxiv. Wellness

Nothing to report

Esther Bing

xxv. Young Artist Tour

No news to report from the provincial side of the Young Artist Tour. As the National Chair, there are some changes to bylaws that have been approved that will affect the next Alberta Young Artist Tour.

Louisa Lu

3. f) BRANCH REPORTS

i. Calgary

It has been a very busy year in the ARMTA Calgary Branch! Our board continues to work hard to deliver programs for ARMTA Calgary teachers and students as well as reaching out through our magazine “Impromptu” edited by Rachel McLellan.

Our amazing Events Convener, Kaylee Read, has been very busy with events and student recitals taking place throughout the year. A Virtual Student Recital was held November 19th coordinated by Gloria Chu and January 27th saw another Student Recital in SE Calgary coordinated by Marissa Feria. "Songs of Love" a Valentine's Day themed Recital for students over 18 was held February 11th at the Asylum for Art and was coordinated by Kaylee Read. On March 2nd a Piano Masterclass was held for students Grade 5 – ARCT with master teacher Kathy Dornian. On June 8th Gloria Chu offered a Masterclass for elementary and intermediate students in Piano, Voice and Violin and on June 9th a Student Recital was held in SW Calgary with a \$25 cash draw at the end.

On November 17th Nita Pelletier and Joyce Janzen presented a 75 min "Introduction to Keyboard Harmony Workshop" that worked through Keyboard Harmony concepts corresponding with the requirements for Level 9 practical exams.

On November 23rd ARMTA Calgary partnered with Contemporary Showcase to present two one-hour teacher workshops. Rebekah Jordan-Miller presented "Practicing to Perform" and ARMTA Calgary President Sandra Joy Friesen presented a session celebrating "Canadian Female Composers."

On January 7th Laura Hynes, ARMTA Calgary member, University of Calgary voice teacher and Alexander Technique teacher-in-training presented a workshop "Teaching with Your Whole Self" for music teachers looking to improve their skills of body/mind awareness in a way that translates to teaching.

ACRA, ARMTA Calgary's Recital and Awards was held on January 27th. Students received certificates, medals, and/or scholarships for outstanding marks in practical exams of all disciplines and advanced theory exams. The Outstanding Student Recital (OSR), a recital for applicants to ACRA who did not win a scholarship, but their high level of achievement was deserving of recognition, was held in February.

On April 8th Sandra Joy Friesen facilitated a presentation for the University of Calgary Piano Pedagogy Class on the importance of professional music and teaching organizations in their careers moving forward.

On April 8th APRIL in ACTION was held, an informal coffee/tea party, a time for members to discover what ARMTA Calgary can do for teachers and students and for teachers to discover what they can give back to their ARMTA Calgary Branch.

On May 25 ARMTA Calgary once again hosted Music Marathon, this year partnering with CF Chinook Centre. It was a huge success! 97 students performed raising \$4,293.00 in pledges with more online donations received through Canada Helps. 5 Grand Prizes were awarded to the students raising the most money and 3 Random Draws were held. An incredible organizing team, teachers, volunteers and sponsors helped make this event such a huge success!

On May 6th ARMTA Calgary had a great turn out for its Annual General Meeting, a time to reflect on the year that was and an opportunity to **brainstorm and dream** the vision for ARMTA Calgary's future.

On June 1st a Teacher Potluck with Guest Presentation "Teaching in June with September in Mind" featured Merlin B. Thompson. Merlin shared his valuable strategies on how to effectively wrap up the current academic year while laying the groundwork for a successful September.

On June 2nd, four Rotary Calgary Concerto Competition Winners performed with the Calgary Civic Symphony in Jack Singer Concert Hall, with four Runner Ups performing in the foyer prior to the concert. Calgary ARMTA is proud to have been a sponsor of this competition for many years.

Karen Gerelus presented "Essential Summer Strategies for Successful Student Musicians" on June 17th for Elementary students, June 19th for Intermediate students and June 20th for Advanced students. Don't let all the hard work and momentum your child has gained throughout the year languish this summer!

On September 8th "Spoken Arts: A Beginner's Workshop" is being facilitated by Dr. Donna Holstine Vander Valk and Frances Ewington. The workshop will take the participants through some of the basics of the discipline; give an orientation to the type of students they work with; and demonstrate how they do the work we do as they work with texts, situations, and real-live students across multiple developmental stages, genres, and pedagogical approaches.

The ARMTA Calgary Endowment Society announced its 3rd Annual Poster and Video Competitions in 2024. Students of ARMTA Calgary teachers were invited to submit an original creative poster or video that visually portrayed a piece of music or speech arts selection that they were studying. The Endowment Society also announced its inaugural DETSA Competition. There are two categories, #1, an award for students who demonstrate a high level of accomplishment in an ARMTA discipline (music/speech arts), as well as a subject area that falls outside of ARMTA instruction and #2, an award for students who demonstrate a high level of accomplishment in two ARMTA disciplines (music/speech arts). Students have been awarded cash prizes in both the Poster and Video Competitions with the DETSA competitions deadline set for October 15th.

ARMTA Calgary is looking forward to hosting **Piano Heist**, a super fun piano (and other instruments) duo from British Columbia, on February 16th, 2025, at Brentwood Baptist Church in Calgary. It will be a fun fundraising event for the entire family!

Special thanks to ARMTA Past President and Calgary Board member Nathene Arthur for her tireless work recruiting ARMTA Calgary members to join the ARMTA team in convenor positions.

Carolyn Steeves

ii. Edmonton

Edmonton Branch had a busy year with Continuing Ed, Awards Ceremony, Social Media, Pedagogy, Northern Alberta Concerto Competition, Clementi Project, Membership Appreciation Event among other activities.

The past year also saw the development and appointment of Social Media Convenor, which helped to open up our presence on a different platform.

Advertising and Sponsorship underwent an overhaul and we are looking forward to more community support with this new approach.

The Masterclass event was successfully held on Saturday October 28, 2023. with Dr. Danielle Lisboa, Associate Professor from Concordia University, as our clinician. It was hosted by Rosemarie Horne, providing her home and refreshments for the event. There were 5 students who performed and were well prepared. Danielle Lisboa did a fabulous job and was able to help all the students improve.

Our Awards Ceremony, held in early December 2023 had 144 entries. We were able to award \$4175. The ARMTA Recognition Fund supplied \$1500 for these awards and Edmonton Branch supplied award amount of \$2675. Various disciplines were represented such as piano, voice, strings, woodwinds and theories. There were 17 performances with a great variety of instruments but all well prepared.

The NACC was held for strings and woodwind instrument soloists which culminated in a performance with the EYO (Edmonton Youth Orchestra) on Winspear's main stage. The Clementi project was also very successful.

At our 2024 Annual General Meeting, we were also able to award our Further Education Scholarship for Studio Teachers (FESST) to Edmonton piano teacher Ka Yuk Yam, whom we know as Rose. Rose is working on her doctorate at the University of Alberta.

Even with the success of all these events, there are still some concerns. It has become increasingly difficult to find willing volunteers. Recognizing that this is not an isolated case that affects only Edmonton branch, it is still a significant issue for volunteer-based organizations and the programming that is offered. There has been an overhaul of Policies and Procedures from our past president, Heather McGuire aided by secretary, Naomi Chan. They have consolidated and updated the portfolios to reflect current times.

Submitted by *Esther Madsen*

iii. Grande Prairie

At our October meeting, we voted in our branch officers.

President - Elizabeth Peters

Vice-President - Ashley Clayton

Treasurer - Esther Ling

Secretary - Vacant

We held meetings monthly, alternating between business meetings and social times every other month.

Our first continuing education workshop was held February 24, 2024. It was titled "The Dollars and Sense of the Music Business" and given by Carmen Gorgichuk, one of our own members. We had a lecture in the morning, followed by lunch and then a piano masterclass in the

afternoon. There were about 15 attendees for the lecture and 3 participants for the master class. We enjoyed meeting some other members of the community who attended.

On May 26, 2024, we held our second continuing education workshop, a vocal workshop given by Tina Alexander-Luna. We had 19 attendees for the lecture and 3 participants for the vocal Master Class. Again, we had several members of the community join us.

The ARMTA Recognition fund money given to our branch was awarded to:

Rafael Malik, Macey McKechnie and Stella Hartford – students of Elizabeth Peters
Matthew Charlong – student of Joyce Smith

In June we had a wrap up meeting for the teaching year.

Report submitted by *Elizabeth Peters*, President of the Grande Prairie Branch

iv. Lethbridge

At our AGM on May 2, 2024 the Lethbridge branch of ARMTA approved the current executive with a new President, Brad Parker. Past president, Brenda Lockmuller, was acclaimed as Vice-President; Christine Rogers continues to serve as Secretary and treasurer. The Corresponding Secretary is Mary Lee Voort and ARMTA Representative is Carmen Letourneau

We have several new members, bringing our local number to almost 30 members.

The Lethbridge branch continues to hold regular workshops and performance opportunities for students and teachers. Our Branch presented a Valentine themed recital as part of CFMTA's "Branching Out" event on Saturday, February 10th at St. Michael's Health Centre. The Centre's residents appreciated the "Random Acts of Music" performed by nineteen local students. At the end of the program, branch member Lavinia Kell Parker led a sing-along for residents accompanied on the piano by member, Lorrie Wittke, while students passed around Valentines for the residents.

Our annual Keys to Piano workshop took place March 1-2, 2024, at Casa, with Calgary-based clinicians Derek Chiu and Dale Wheeler. The workshops for teachers on Friday night included "The Secret Life of the Left Hand," by Dale Wheeler and "Unlocking Performance Potential," by Derek Chiu. Saturday's events included performances, masterclasses and workshops for students.

A voice workshop and masterclass was held on Saturday, April 27th at the Lethbridge Public Library. Janet Youngdahl, voice professor from the University of Lethbridge gave a brief presentation on breathing before working with students in a masterclass setting. Our final general recital took place Saturday, May 25th in the University of Lethbridge Recital Hall.

After consultation with members, our branch is preparing to vote on the adoption of the brand at our September meeting. If the motion to align ourselves with the ARMTA brand guidelines is

passed, we will gratefully accept the generous offer of help from ARMTA's Web Convener to update our website.

Submitted by *Carmen Letourneau*

v. **Medicine Hat**

No report at this time.

Submitted by: *Sheryl Schnare* (President, Medicine Hat branch)

vi. **Red Deer**

Executive:

- President - Estelle Carpenter
- Vice President - Dara Fensky
- Personal Assistant/Secretary - Amanda Michel
- Treasurer - Teresa Allred
- Provincial Representative - Anita Kennedy Roberge

Convenors:

- Student Awards Convenor - Estelle Carpenter
- Communication Convenor - Jeran Giles
- Website - Anita Kennedy Roberge

Committee:

- All that Jazz/Pop Rock & Blues: Anita Kennedy Roberge, Angela Siemens, Teresa Allred, Dara Fensky

Information:

Meetings for the 2024/2025 year are: Monday Sept 16th, Jan 13th & AGM May 26th.

Staff Group (STUDENT TEACHERS ADVANCEMENT FOR THE FUTURE) after much thought, decided to retire the program. It was organized by Annette Bradley and Ted Isenor. Participation and commitment from 7 students had been getting less and less throughout the year and only 4 students would show up regularly. Discussion at September's meeting was in regards to an ARMTA teacher mentorship for the 4 remaining students. The money would be split up between the teachers who volunteer to mentor those students. Will be discussed more at September's meeting.

RDSO (RED DEER SYMPHONY ORCHESTRA), SEATS FOR STUDENTS, was successful for the second year in a row and Jeran Giles will continue to coordinate season 2024-2025

Scholarship increase was discussed and voted on alongside a discretionary amount.

EVENTS:

“All that Jazz” Cafe in March was a huge success and raised \$1938.90 for the branch. The members would like to see it organized again in 2025. The Parkland Trio (piano, bass & drums) accompanied the students' piece or song with each ARMTA teacher having a 15 minute time slot within a 3 hour time frame. It was a come and go atmosphere with various drinks and snack items to purchase while the trio entertained with a few songs of their own. At the AGM meeting it was discussed and teachers wanted the event organized again this year. The new executive discussed it and the committee agreed to host it again as “Pop Rock & Blues” March 28, 2025.

Junior Masterclass (grades 2-6) with Teresa Allred in May was a huge success. The students loved working with Teresa.

Music-a-thon - market fundraiser is a play-a-thon which will be discussed at September's meeting.

Submitted by *Anita Kennedy Roberge*