



Calgary Branch Board Meeting
 Date: 2022 March 21
 Place: Zoom

MINUTES of MEETING

Chair: Beth Olver **Recorder:** Maryellen Pankratz, Administrator

Members: Beth Olver, Nathene Arthur, Frances Ewington, Barb Robertson, Denisha Teichroeb, Lorna Sewell, Carolyn Steeves
 Late arrivals: Carolyn 9:40
 Early departures: Denisha, Barb 11:28
Guests: Laura Whitehead 10:12 to 10:30
Regrets: Rachel McLellan, Lisa Kiernan, Mary Jane Vandekerkhove

ITEM	NOTES	Action
1. Welcome Introduction of conveners:	<ul style="list-style-type: none"> Meeting called to order at 9:32 am. 	
2. Approval of Agenda Approval – your top 3 items	<ul style="list-style-type: none"> Barb: budget, ACRA, Morning Musicale Nathene: poster-video competitions Nathene moved to approve the amended agenda. Barb seconded the motion. Motion carried. 	
3. Approval of Minutes: 2022 Feb 14	<ul style="list-style-type: none"> Attachment Lorna moved to approve the February 14 meeting minutes. Frances seconded the motion. Motion carried. 	
4. Approval of Consent Agenda 4.1 Correspondence – ACRA recital 4.2 Impromptu – Rachel McLellan 4.3 New Members – Melodie Archer 4.4 Outstanding Student Recital – Ron Proctor	<ul style="list-style-type: none"> Reports below 4.1 separated attachment 4.5 MOTION: Frances moved that the ARMTA board send a congratulation letter to teachers and accompanists of winners and runners-up (ARMTA members and non ARMTA members) 	Nathene will write the congratulation letters

<p>4.5 Rotary C3 – Barbara Robertson 4.6 AMENDMENT (moved from 6.1) Microsoft for teachers - Maryellen</p> <p>Nothing new to report: Sponsorship – Jackie Law, Workshops Events- Looi Tan; Catering – Nadia Khlynosvskay; Social Media – Rachel McLellan; ACRA – Tanya Foster;</p>	<p>and ask that they forward copies of the letters to their students. Lorna seconded. Motion carried.</p> <ul style="list-style-type: none"> 4.6 Per Barb: Provincial ARMTA is looking into Microsoft 365 for members 	
<p>5. Announcements</p>	<ul style="list-style-type: none"> 	
<p>6. Reports for Discussion</p>		
<p>6.1 AMENDED</p>	<ul style="list-style-type: none"> Moved to 4.6 	
<p>6.2 Treasurer report – Maryellen, Denisha</p>		
<p>6.2a Award concert tickets to each year’s top volunteer(s)</p>	<ul style="list-style-type: none"> Results of the budget survey indicate that this warrants a discussion TABLED TO APRIL 	
<p>6.3 Volunteer plan – Lorna, Beth</p>	<ul style="list-style-type: none"> It wouldn't be right to expect the entire membership to volunteer, but it would be reasonable to ask the members who register their students for an event to be called upon to volunteer. Lorna asked the ACRA and OSR conveners to assist the new conveners. 	<p>Lorna will be the volunteer program convener</p>
<p>6.4 Music Marathon – Laura Whitehead</p>	<ul style="list-style-type: none"> The event will be just outside of Heritage Park so we won't be required to pay the park's entry fee. The prize tickets from CPO are <u>donated</u> from them. Barb suggested that the Calgary Civic Symphony might also donate Maryellen emailed the answers to Laura’s two financial questions to her on March 20. 	
<p>6.5 planning May AGM -- need to start promoting -- Beth</p>	<ul style="list-style-type: none"> If we plan for an in-person meeting at the Church of the Nazarene, we can offer a Zoom join-in for those who are 	<p>Frances offered to bring her laptop for</p>

	<p>uncomfortable attending in person.</p> <ul style="list-style-type: none"> • Apparently, a lot of facilities are no longer requiring masks • Request RSVPs and use the chat box to take attendance • Having a speaker could be a draw for members to attend. 45 minutes max for speaker, but more likely 30 minutes. Beth has a lead (someone who works with people with learning differences) • Budgeting for a speaker would come out of Teacher Workshops (not Meetings/Social Gatherings) 	<p>the benefit of members who attend online via Zoom.</p> <p>Beth will follow-up with getting a speaker.</p>
6.6 Affiliate grant, Conference grant – Barb, Nathene, Beth	<ul style="list-style-type: none"> • Proposed applications attached separately <p>AFFILIATE GRANT:</p> <ul style="list-style-type: none"> • Frances says that Trinity is another Conservatory (speech arts) • \$500 for the Affiliate Grant. We’ll reimburse the exam fee. <p>CONFERENCE GRANT:</p> <ul style="list-style-type: none"> • \$1000 for the Conference Grant. We will give \$200 to a maximum of five members. • Barb mentioned that CFMTA is only every other year. We want to keep it as simple as possible, so are sending that question back to the committee. 	<p>the committee is going to review how the conference application outlines the distribution of funds (\$1000) between MCA only years CFMTA years and bring it back to April meeting</p>
7. Reports for action		
7.1 policy on supporting festivals - Beth	<ul style="list-style-type: none"> • Barb has requested from Provincial from Recognition fund. Rotary C3 • Frances: what does sponsoring look like? We give them money in exchange for them acknowledging us on their websites? • If supporting expenses for that festival, it should come out of our general account. • MOTION: Frances moved that ARMTA Calgary donate \$100 each to support AMFA festivals at Strathmore, Airdrie, Bow Valley and Highwood. Carolyn seconded. Motion carried. • Strathmore Performing Arts Festival • Airdrie Rotary Festival of Performing Arts 	

	<ul style="list-style-type: none"> • Bow Valley Music Festival • Highwood Lions Festival 	
7.2 review & approval of proposed 2022-23 budget - Maryellen, Denisha	<ul style="list-style-type: none"> • Inflation rate https://www150.statcan.gc.ca/n1/daily-quotidien/220119/dq220119b-eng.htm • Deleted line 23 Volunteer Incentives (NEW) • Set aside lines 48 and 49 of the general account until we can ask Sharon Carne • The budgets for general funds and Endowment Society funds were reviewed. With the exception of items related to Music Marathon and ACRA expenses in both budgets, agreement was reached. These will be reviewed and approved at the April meeting. 	<p>Beth plans to ask Sharon why ACRA and Music Marathon expenses are donated from the general account to Endowment Society and then paid out of Endowment Society.</p>
7.2a Extension of Executive Member Rebate	<ul style="list-style-type: none"> • MOTION: Nathene moved that each board member receive a 50% rebate of branch fees on condition that they participate in Board meetings as described in the Policies and Procedures for Members at Large. Carolyn seconded. • Our job description for Members at Large point 6 says, “An Officer or Board Member may be removed from their position under the following circumstances: <ul style="list-style-type: none"> a. Not fulfilling their duties for six months as outlined in the Policies and Procedures Manual. b. Has engaged in unethical behaviour according to the Calgary Branch of the Alberta Registered Music Teachers Association (1982) code of conduct. • Explanation: Currently the executive officers receive a rebate of their branch fees in recognition of their service. The motion asks to extend some benefit to all Members at Large (Board Members) with conditions. • 4 in favour, 2 opposed • Motion carried 	
7.2b Increase Administrator Pay	<ul style="list-style-type: none"> • Suggestion: increase the current administrator’s hourly pay 	

	<p>rate by 2.00 upon renewal of the employment contract.</p> <ul style="list-style-type: none"> • Explanation: The amount is based on the results of the anonymous budget survey taken by all nine board members and is the average of the amounts that were “voted on”. • Beth says we should have a process based on inflation rate. • Frances and Barb will form a committee to create a process for determining increases. • When we started the position, it was for a certain number hours, but that number of hours has increased. Maryellen to send the original contract to Barb, Beth and Frances. • MOTION: Nathene moved that we increase the current administrator’s hourly pay rate to 21.20 upon renewal of the employment contract on June 15, 2022. Lorna seconded. Motion carried. 	
<p>7.3 approval of proposed changes to job descriptions -- Beth</p> <ul style="list-style-type: none"> • ACRA • Music Marathon • Endowment projects 	<ul style="list-style-type: none"> • Separate document attached: Job descriptions revised 2022 • TABLED TO APRIL 	
<p>7.4 promoting our scholarships – Barb re call about Morning musicale scholarship Barb, Beth</p>	<ul style="list-style-type: none"> • Motion: that in future all our scholarships, grants and student awards/prizes be publicized on a dedicated page of our website and listed in Impromptu • TABLED TO APRIL 	
<p>Adjourn Board meeting open Endowment Society meeting</p>	<ul style="list-style-type: none"> • ARMTA Calgary board meeting adjourned at 11:39 am • ENDOWMENT SOCIETY MEETING TABLED TO APRIL 	
<p>8.1 Approval of minutes from Feb 14</p>	<ul style="list-style-type: none"> • TABLED TO APRIL 	
<p>8.2 Report on current projects – consent agenda -- Nathene, Carolyn, Laura, Denisha</p>	<ul style="list-style-type: none"> • TABLED TO APRIL 	
<p>8.3 review job description for endowment society student projects see 7.3 -- Beth</p>	<ul style="list-style-type: none"> • TABLED TO APRIL 	

8.4 review & approval of proposed 2022-23 budget – Maryellen, Denisha	<ul style="list-style-type: none"> • TABLED TO APRIL 	
8.5 Policy on Endowment Society Investments	<ul style="list-style-type: none"> • TABLED TO APRIL: • Motion: that 50% of the interest from Endowment Fund investments be reinvested along with the principle and the other 50% be included as revenue in the Endowment Society general fund. The Peter Turner GIC is excluded from this principal. • Explanation: The current donor for the Peter Turner Scholarship (ACRA) intended that the donation from Peter Turner’s estate be allowed to grow until she is no longer able to support that scholarship. 	
9. Next Meeting	Apr 18 (Easter Monday), AGM May 9, New board May 16	

4. **Consent agenda:**

4.2 Impromptu CONVENER REPORT 2022 03 14 Rachel McLellan, Barb Robertson, Maryellen Pankratz

REPORT:

Impromptu was sent to the publishers February 14th, packed and labelled by Rachel, and then mailed out February 23rd. We are planning on another issue this September.

4.3 NEW MEMBER CONVENER REPORT 2022/03/21 Melodie Archer

We have had 3 new members join the Calgary Branch in the last month.

- Lisa Fernandes (March 2022) Registered subject is Voice, also teaches piano and theory.
- Karenfaye Shephard-Carmichael (April 2022) Registered Subject: Piano. Subjects Taught: Piano, Voice, Guitar, Ukulele, Violin, Viola, Cello, Music History, Theory, Composition
- Xing Zhao (April 2022) Registered Subject: Piano

The last two will become official in April.

I have sent them welcome email and letters as well as asking a member of the executive to call and welcome them personally.

I am including a suggestion to join our volunteers my introductory email.

Respectfully submitted by: Melodie Archer New Member Convener

4.4 Outstanding Student Recital (OSR) March 2022 Ron Proctor, Convener

The Outstanding Student Recital video was launched February 28.
I am pleased to announce the 2022 OSR Scholarship winners:

Wilbert Liu, piano
Jackson Xu, piano
Lavindu Senadbeera, piano
Sherry Xu, piano

Annalina McDouall, voice
Jocelyn Ruark, piano
Shaela Rideout, voice
Michael McHugh, piano

The scholarships will be delivered to the associated teachers, together with the certificates of participation.
With warm congratulations.

The jury members for the 2022 OSR were Mary-Ann Podgorski, Helve Sastok, and Ron Proctor

4.5 Rotary C3 Convener Report 2022, 03-21 Barbara Robertson

INFORMATION for the Board

ACTION you would like the board to take

JURORS:

[Genevieve Micheletti](#)

[Jani Parsons](#)

[Rolf Bertsch](#)

at Michael Lipnicki Fine Pianos

Saturday March 12 9:00-6:00

Sunday March 13 9:00-5:45

Live streamed by John Robertson, (volunteered time to set up, record, and then make copies available for each performer), with equipment and live stream account from the Calgary Folk club.

I was there all day Saturday and Sunday. Cathy Stephen also volunteered Saturday all day.

42 participants ... 11 more than last year.

2 cello
2 double bass
1 flute
21 piano
16 violin

Winners to play with the Civic Symphony June 5, 2:30

Riley Ngo, student of ARMTA member Colleen Athparia
Piano Concerto #5 F major, Saint-Saens

Alexa Brianna Manzano, student of ARMTA member Allen Reiser
Piano Concerto #2 c minor Op 18, Rachmaninoff

Chanan Ngo, student of ARMTA member Fiona Carnie
Violin Concerto d minor Op 46, Khachaturian

Jinghui Bie, student of Jiajia Li
Flute Concerto e minor, Benda

Runner Ups, to play a solo at a pre symphony concert in June

Matthew Craig, student of ARMTA member Beth Root-Sandvoss
Cello, Variations on a Rococo Theme, Tchaikovsky

Serafina Oliva, student of Anita Oliva
Violin Concerto #1 g minor Op26, Bruch

Charlotte Giraudeau, student of Kathy Dornian
Piano Concerto #23 A major, K488 by Mozart

Nicholas Ressi, student of Linh Nguyen, (former ARMTA member???)
Piano Concerto #2 f minor, Chopin

9 teachers of 21 performers are ARMTA members

7 accompanists of 18 performers are ARMTA members

ACTION:

I suggest that the ARMTA board send a congratulation letter to teachers and accompanists of winners and runner ups, (ARMTA members and non ARMTA members), and ask that they forward a copy of the letter to their students.

6.2 TREASURER REPORT submitted by Maryellen 2022, March 21 Denisha Teichroeb, Treasurer & Maryellen Pankratz, Bookkeeper

Our current bank balances are as follows as of March 14:

\$43,694.81 ARMTA Calgary Branch

\$12,699.77 Endowment Society

Our current GICs are as follows:

- 5000.00 Morning Musicale Scholarship matures May 17, 2022
- 11,000.00 Can. Bank Market Smart GIC matures Nov. 23, 2023
- 5000.00 Can. Bank Market Smart GIC matures Nov. 23, 2024
- 3570.00 Peter Turner Scholarship matures Nov. 20, 2025

DAILY TRANSACTION LIMITS: The treasurer has confirmed that she has instructed the bank to lower our daily transaction limits as per the January 17 meeting minutes.

DISCUSSION and ACTION for the board

BUDGET SURVEY:

Based on the results of the budget survey, it would be recommended to vote on the following changes:

- Award concert tickets to each year's top volunteers
- Increase administrator's pay rate by 2.00
- Extend the executive membership fee rebate of half the amount paid to all branch board members with the condition that they participate and attend the majority of meetings.

The average response to these two questions are "MAYBE":

- Instead of an honorarium, should the sponsorship convener receive a percentage of the revenue they bring in?
- Instead of donating directly to local organizations, should we hold contests for students of ARMTA teachers and pay to send the winners to a class or workshop of their choice?

ARMTA GENERAL BUDGET MEETING: On March 7, the following board members were present for the ARMTA General budget meeting: Beth Olver, Rachel McLellan, Denisha Teichroeb, Maryellen Pankratz, Barb Robertson, Nathene Arthur and Carolyn Steeves.

In-Person Meetings: It was suggested that we could have two in-person board meetings per year in addition to the AGM. According to the budget survey, most prefer online meetings:

- 5 prefer online
- 3 prefer both
- 1 prefers in-person

Branching Out: it was suggested that if we budget for Branching Out, we should only plan for one single event.

Community Sponsorships and Scholarships We were on budget until we added in this category, then we ended up projecting a loss of over \$3800. We could not come to a consensus. The arguments were:

We can justify a large loss because we have a very healthy bank account. We have a history of donating \$1000 a year each to Cassa and Rotary C3 and \$500 to Contemporary Showcase, so we should careful not to lower them. Cassa and Concerto Competition were largely started by ARMTA members, so we should continue to support them.

Some feel that we should give to surrounding organizations and festivals, but we shouldn't take funds from our current donations to do this.

The other side is that we shouldn't present a projected loss to the general membership. We need to make the right decisions about where we spend their money. Perhaps we should readdress exactly what it means to support the musical community. And are we doing enough to help our teachers and why are there members who have not been renewing their local fees?

Note from Bookkeeper: Last year, we projected a large loss, but because we ended up with no in-person meeting or recital expenses, we had money left over to contribute our usual donations to Cassa, Rotary C3 and Concerto Competition.

Here is what was said in the budget survey on the subject: If we go over budget, should we cut donations, in-person meetings, administrator, or a combination?

5. 1 prefers to cut donations
6. 3 prefer to cut in-person meetings
7. 3 prefer to cut a combination of donations and in-person meetings
8. 2 prefer to keep them all

6.3 Volunteer Proposal from Lorna Sewell and Beth Olver

Problem: Not enough volunteers available when needed. Most of the work falls on the shoulders of one person. When contacting members, it was also noted that a number of people didn't previously know how to get involved.

Solution: Develop a database of volunteers and maintain it. Conveners and Helpers are needed for pre-event tasks. There are also volunteers required on the day of the event and post-event tasks.

Volunteer Coordinator (VC) tasks:

1. The Board Chair will determine who is returning in their current roles as Conveners and Board Members and pass this on to the VC
2. Programming marked below with * will have a requirement for teachers submitting students to be available to volunteer. Registration forms will include name of teacher, contact information for the teacher and/or a designate to volunteer where the convener needs. (numbers need to be determined by conveners)
 - a.i. *ACRA: need 2-4 people
 - a.ii. *OSR: need 1 person (help ACRA convener with initial work?)
 - a.iii. *Music Marathon: 2 people
 - a.iv. *Student Recitals (N/S): 2 people
 - a.v. Workshops/events: 1 person
 - a.vi. Impromptu editor: 1 person
 - a.vii. Endowment Society Projects: 2 people
 - a.viii. PPG advisor: 1 person
 - a.ix. Board member at large: need depends upon vacancies left each year at AGM
3. VC will contact all members of ARMTA Calgary regarding interest in volunteering. (use list of members provided by board chair)
4. VC and 1 or 2 others will follow-up and recruit Conveners for performance events as well as volunteers to assist them

5. Communicate with conveners to find out how many volunteers they need and what skills might be most helpful; match volunteers from volunteer pool with appropriate event. Search for more volunteers as necessary.
 - a. Maintain a volunteer list for on-site at events
 - b. Maintain a volunteer list for conveners and convener helpers
6. Collect volunteer job description from each convener to help guide the volunteer recruiting
7. Endeavor to recruit volunteers for positions listed above “v” through “ix”
8. VC will maintain a spreadsheet of members interested in volunteering.
 - a.i. Collect teacher information from registration forms/student applications for the recitals (*as above).
 - a.ii. Follow-up with volunteers for events
 - a.iii. If an event requires fewer volunteers than those available, those persons’ contact information will be kept for another event in the year (VC and convener f/u)
 - a.iv. Connect volunteers with special talents they wish to share (ie. Program design, etc.) with conveners who may need their help

6.4 **Music Marathon** CONVENER REPORT 2022/03/12 Laura Whitehead

REPORT:

- Shortly after the last board meeting, I was informed by my contact at The CORE that they could no longer provide a space for us on weekends. I was asked if we could move our event to a weekday, which does not work for us. It would be hard to find enough participants on a weekday.
- I left multiple messages with the Marketing Coordinators at Chinook and Market Mall. No one returned my calls.
- I contacted the City of Calgary about using one of their public green spaces, but the fees are very high. As soon as we use a tent, it becomes an official event with event fees that well exceed the budget. We could use a city field for a low cost, but would need to arrange for a tent rental ourselves (which would exceed our budget).
- The only venue that has replied to my request, and who can provide a space at no charge, is Heritage Park. They will provide an outdoor space with a 20’ x 20’ tent on Saturday June 4th. They will not charge us for the tent, which is very generous.
- My contact at Heritage Park has stated; however, that the tent setup is “weather dependent.” I’ve asked him to clarify what that means, as it would be extremely inconvenient to have the event cancelled at short notice.
- Steinway Gallery is able to change our piano loan to June 4th. They are offering 20% off the moving and tuning costs, which should make the cost of the piano to \$648 plus GST (\$680), unless the movers charge an additional fee for the same-day delivery and pickup. They will be sending me a rental agreement.
- Once I have confirmed that the tent will be setup regardless of weather, I will arrange for the additional items – COI, speakers, microphone, etc.

- To protect the piano while the legs are being attached, and to protect the legs of the bench, I will need to bring a large tarp and a good floor mat. I should have appropriate items I can bring from home.
- I will also send a Music Marathon update to members, informing them of the possible change in venue and date, but that the event is still being planned. Hopefully that will go out before the board meeting.
- Maryellen has offered to assist me with the registration process through either jotform or CanadaHelps.
- I have prepared drafts of the pledge form and registration instructions. Once the date/venue is finalized and registration forms/process is ready, I'll send an announcement to ARMTA members.
- On the Music Marathon announcement, I'd like to add the amount of draws available. To encourage larger pledge collections, I'd also like to offer a bigger prize to students who raise over ## dollars, in addition to the CPO tickets for the student who collects the most pledges.

BACKGROUND:

- If Heritage Park can't guarantee the tent setup regardless of weather, do we want to consider booking a venue with a piano and running the event like an 8-hour concert this year? It wouldn't be in a public space, but at least it would be something. I'd hate for students to go to the trouble of raising pledges, then have the event cancelled. I have already spoken to Scarboro United Church. They have availability in late May and early June.
- What is the minimum amount of a cash/cheque donation, in order to issue a donation receipt?
- How do I get endowment funds to purchase the gift certificates? Is it a reimbursement system?
- What is the address/contact that should go on the rental agreement (from Steinway), and who can sign the agreement?
- If the event is outdoors, some additional supplies may be required:
 - Folding chairs for performers, teachers and volunteers
 - Registration table
 - Heaters (in case it is cold)
 - Tarp
 - Waterproof mat for under bench
 - Additional pop-up tent for registration area – can be rented for less than \$100/weekend
 - Extension cords
- I can bring some items from my house, but the other items will need to be borrowed from other members, or rented

RECOMMENDATION:

- If Heritage Park can guarantee the setup of the tent, regardless of weather, we go ahead with the event on June 4th at Heritage Park.

- If Heritage Park can't guarantee the setup of the tent, I suggest that we book a private venue and run the event like a concert this year.
- I would like us to do something for Heritage Park. They are being so generous by providing both the space and the tent at no charge. I'm not sure what we could offer.
- We should also thank Kevin at Steinway Gallery.
- For draw prizes, I'd like to offer 2 draws for \$25 gift certificates for all students who participate. Then students who raise more than \$25 dollars would be entered into a draw for \$50 (cash). The student who raises the most would get the CPO tickets (or a larger prize).

7.1 policy on supporting festivals, community groups, etc.

Background:

- Cassa, Contemporary Showcase, Rotary C3 are all entities that our branch had a role in starting and we have continued to support
- We have long history of supporting Calgary Performing Arts Festival (Kiwanis) with a \$200 scholarship and many of our members enter students. Our membership extends beyond Calgary and members send student to other festivals and programs. We have been asked to consider supporting others including
 - AMFA festivals in Airdrie (Rotary Festival of the Performing Arts), Bow Valley (Music Festival), Highwood (Lions Festival), Strathmore (Performing Arts Festival)
 - Other groups include Alicia Romero (Music for Everyone has not been used but has been in in endowment budget)) Amici strings, el systema,
- Should our branch consider supporting other festivals, etc?
- In order to support others, should we consider reducing the amounts given to Cassa, Contemporary Showcase, Rotary C3? (\$2500 has been our annual support for these 3 for several years: that's about 7.5% of the budget planning or 10% of actual spending in past 2 or 3 years)
- Should we determine a percentage of the budget to go to community groups, and then determine how to divide that amount up?

7.4 Promoting Scholarships

Barb emailed:

just had a phone call from a member who is wondering why we never gave out or mentioned the Morning musicale scholarship at ACRA...I said that the infor was there on the web site and that teachers have to apply, but in that no one signed up for the grad

ceremony...not sure how that would have been done online....maybe no one graduated. I also noticed that no one got the Peter Turner scholarship.

This member would like the scholarship promoted more.....like in Impromptu.... anyway, I promised that we would discuss it at the next meeting!!!!

Motion that in future all our scholarships, grants and student awards/prizes be publicized on a dedicated page of our website and listed in Impromptu.

Follow up: identify a board member each year (or a convener) to ensure the page is updated and is coordinated with ACRA and other conveners who have scholarships, grants or awards/prizes. As far as possible list most recent recipients.

8.2 Calgary ARMTA Endowment Projects Committee members:

ARMTA POSTER COMPETITION PHASE TWO. March 2 to April 30, 2022

Carolyn Steeves, Mary Ellen Pankratz and Nathene Arthur met at 9pm Thursday March 3rd, 2022 via zoom. We are now into the second phase of our competition. We have 33 total entries: 24 in the 12 and under, 9 in the 13 and over. There were a total of nine teachers who had students enter in this inaugural year. The quality was high and many students reported really loving this competition and thinking about their songs in a new way.

At our meeting tonight, we discussed the following next steps:

- 1 Nathene will call a few teachers she knows who have not entered students in this competition to see if they will serve as First Round Judge(s). We have Mary Ellen already for sure, and we will look for one or two more. Nathene will get this/these new Judge(s) in contact with Mary Ellen so she can send the google docs Link with the Posters and the Judging Rubric to them.
- 2 Each Judge will look at all 33 entries using the Rubric we designed, and assign a total mark for each entry. They will list their SIX highest entries in each category, based upon the Rubric. If there are ties, the Judge will need to still choose their six "best" entries. As these may well be duplicates on each list, we do not need to fear huge numbers going into the final round.
- 3 Once the First Round is done, the top entries will be sent to the Final Round Judge with a fresh slate (no Rubric marks included). The Final Round Judge will then select the 1st and 2nd place winner from each of the two categories.
- 4 We suggest that next year, cash prizes be made to the top five entries in each class as the quality is so high this year.
- 5 Carolyn will contact Lisa Kiernan re her internet program for choosing names in a Random Draw. We will use that process to select the three (\$50 each) Random draw names from each category.

- 6 Mary Ellen will let Barb Robertson know the names of the 1st, 2nd and Random Draw winners to announce to our membership via email.
- 7 Mary Ellen will write the cheques and mail them to the 5 winners in each category.
- 8 Mary Ellen will send Impromptu all the Poster Entry drawings to be incorporated into the Fall Impromptu edition. The 1st and 2nd place in each category will have a larger picture with the name of the student, their placement (1st or 2nd) and their category. The other pictures will be included in a two page spread in smaller sizes.
- 9 What should be sent to the Archives: The FOIP consent forms? All the entries? The Rubric tally sheets used by the Judges for each entry? (are those kept for one year?)
- 10 Carolyn will make up an ARMTA Email which will go to every competitor as a bcc and send it out before May 1st. It will thank them for entering, list the names of the 1st and 2nd place Prize winners, as well as the six \$50 Random Draw winners. It will mention that those receiving cheques will receive them in May. That way everyone knows and is contacted about the status of their entry.
- 11 We would like to consider mailing a hard copy of Impromptu to each of the entries (all thirty-three of them) so they can see their art celebrated in our magazine. We will need to ask ARMTA Calgary for more funds to do this.
- 12 NEXT STEP. We should plan another Calgary ARMTA Endowment Committee Zoom meeting around the end of March to begin to publicize the Video Competition.

Thank you again, this was a total success. Once the other teachers see the results in the Impromptu and on the announcement emails, this competition will definitely grow in the years ahead.

Till later,
Nathene Arthur

8.4 ENDOWMENT SOCIETY BUDGET MEETING: On March 14, the following board members were present for the Endowment Society budget meeting: Beth Olver, Rachel McLellan, Denisha Tiechroeb, Maryellen Pankratz, Barb Robertson and Nathene Arthur.

GICs: Recommendation to the board: With the exception of Peter Turner, reinvest only half of the interest received on matured GICs and use the other half. We should vote on this now, as the Morning Musicale GIC will mature in a couple months.

Endowment Society Projects: We'd like to add another project in the fall and plan for three events per year with a total annual budget of \$3000.