



ALBERTA REGISTERED MUSIC  
TEACHERS' ASSOCIATION

## **Calgary Branch Board**

## **MINUTES of MEETING - Revised**

Date: Jan 16, 2023 at 9:30 am Place: ZOOM

**Chair:** Frances Ewington

**Recorder:** Maryellen Pankratz

### **NAMES OF ATTENDEES AND ABSENTEES**

**MEMBERS PRESENT:** Cindy Speelman, Lorna Sewell, Rachel McLellan, Kaylee Read, Barb Robertson, Beth Olver, Frances Ewington, Carolyn Steeves

ARMTA CALGARY MEETING CALLED TO ORDER AT: 9:36 am

LATE ARRIVALS:

EARLY DEPARTURES: Kaylee at 11:32 am, Lorna at 11:36 am

**REGRETS:** Nathene Arthur

**GUESTS:** none

### **ORDERS OF BUSINESS**

#### **1. Approval of Agenda**

AMENDMENTS: Moved 8.5a and b from Endowment Society meeting to 5.7 and 5.8 of ARMTA Calgary meeting.

MOTION: Beth moved to approve the agenda as corrected. Barb seconded the motion. Motion carried.

#### **3. APPROVAL OF MINUTES** from Nov 21, 2022 meeting

MOTION: Lorna moved to approve the minutes. Cindy seconded the motion. Motion carried.

### **CONSENT AGENDA**

#### **4.1 IMPROMPTU Report (Rachel & Maryellen)**

The board would like the date of the upcoming AGM advertised, along with "stay tuned for details".

#### **4.2 ARMTA CALGARY RECITALS Report Cochrane (Nathene Arthur)**

Maryellen has answered Nathene's last two questions and will ensure that her first question is also addressed.

#### **4.3 ACRA Report (Naomi Williams)**

The board feels that printed recital programs would be better than electronic programs. Number of copies: one per family and one per teacher represented.

Rachel will order the printouts and Barb will retrieve them. Barb will help on stage except for the draping and the hand shaking, which Frances will do. Beth also offered to help on stage.

#### **4.4 OSR Report (Rachel Baljeu)**

No one from the board is able to emcee. It was suggested that Rachel ask the members who have students in the recital if they will emcee.

#### **4.6 CFMTA Report (Nathene)**

Beth will advise Nathene that Hughes Ferguson's name is actually Hugheen Ferguson.

#### **5.2 Policy on Documents Containing Personal Information Report (Beth)**

Frances- was not able to gather information on password protected cloud storage. Tabled. We can't do anything about this until we understand the cloud.

#### **5.3 Discount for Calgary branch (Frances)**

Beth moved that we offer \$25 off Calgary Branch fees starting October 1 for new members (not for returning members or late renewals). Cindy seconded the motion. Motion carried.

NOTE: After the meeting, Beth volunteered to notify Tamara Bowie of the discount.

#### **5.5 TREASURER'S REPORT (Maryellen)**

In Maryellen's report, she had asked, "Does anyone know when and where to send the following payment?": \$500.00 for 2023 Edmonton CFMTA Conference Donation

See 8.3 below. Also, Frances will send her the contact information directly from Elizabeth Rycroft of CFMTA. It was also suggested to check with Tamara Bowie or Marlene Osgood.

#### **5.6 New Signs (Lorna)**

The board would like the QR code to armta.ca's website to be included on the sign. Beth will email the QR code to Lorna.

MOTION: Beth moved to use the promotion fund to buy one retractable sign and one A-Frame sidewalk sign. Barb seconded the motion. Motion carried.

#### **5.7 The Last Word (Frances)**

Beth pointed out that the past chair job description states if no one volunteers to chair, it will fall to the past chair.

Beth will ask each board member to shadow her for each of the next few meetings.

#### **5.8a Vacant Positions Report (Frances)**

Frances offered to continue signing cheques and approving etransfers until our banking contracts change in May.

It was suggested that the board hold Q&A sessions for the general membership to provide an introduction to what is involved in serving as a board member.

Frances advised exploring the following website: <https://donorbox.org/nonprofit-blog/how-to-attract-the-best-volunteers-and-keep-them>

Beth will form a committee to further discuss the lack of volunteers.

#### **5.8b Calgary Branch Board Meeting** revises Jan 23 meeting minutes

Date: Jan 29, 2023 Place: EMAIL

**Past chair transitioning to active chair:** Beth Olver  
**Recorder:** Maryellen Pankratz

**NAMES of PARTICIPATING MEMBERS**

Cindy Speelman, Lorna Sewell, Rachel McLellan, Kaylee Read, Barb Robertson, Beth Olver, Carolyn Steeves, Nathene Arthur

**REGRETS:** none  
**GUESTS:** none

**ORDERS OF BUSINESS**

Member engagement

**COMMITTEE MEMBERS:** Beth, Lorna, Cindy, Barb. See copy of the plan in section 5.8b of the agenda.

**MOTION**

Barb moved to proceed with the plan to engage ARMTA Calgary branch members. Carolyn seconded the motion. Motion carried.

**ADJOURN ARMTA CALGARY MEETING - OPEN ENDOWMENT SOCIETY MEETING**

ARMTA CALGARY MEETING ADJOURNED AT: 11:35 am

ENDOWMENT SOCIETY MEETING CALLED TO ORDER AT: 11:35 am

**6. APPROVAL OF ENDOWMENT SOCIETY MINUTES & AGENDA** from Nov 21, 2022 meeting

MOTION FOR AGENDA:

MOTION FOR MINUTES:

**8.2 Joan Bell Scholarship (Beth)**

Beth will email the following parameters to Naomi:

- A piano student (not necessarily female)
- Select from Advanced piano (Level 9, 10) the student whose combined total mark for practical (piano) and theory (History and Harmony) is the highest.

Invite Joan Bell to be present and at her discretion present the award.

**8.3 CFMTA National Conference (Frances)**

The board agreed to the requested \$500 sponsorship and is already in this year's budget.

**8.5 Sharon Omura Music Collection Report (Frances)**

Barb will contact Sharon Omura at [sharmusica@gmail.com](mailto:sharmusica@gmail.com).

**ADJOURN ENDOWMENT SOCIETY MEETING**

ENDOWMENT SOCIETY MEETING ADJOURNED AT: 11:59 am.

**NEXT MEETINGS**

Feb 27, March 20, April 17, AGM May 8, May 15.



## Calgary Branch Board

Date: Jan 16, 2023 at 9:30 am Place: ZOOM

## AGENDA

### 4. REPORTS FOR INFORMATION No Discussion/Action Necessary

#### 4.1 IMPROMPTU – Report - Rachel & Maryellen

Deadline for submissions was December 31st and the next issue will be out early February.

#### 4.2 ARMTA CALGARY RECITALS Report - Alice (North), Kaylee (Adult), Cochrane (Nathene)

North Student Recital - May 13 @ 2pm - St. David's United Church - Forms may be submitted starting April 22nd, three weeks prior to the recital date. Please note the registration deadline is Wednesday May 3rd, 2023. The programme will be forwarded to teachers no later than May 8th. Please use this link to register: <https://form.jotform.com/220335203839249>  
For more information or inquiries, contact Alice Monson.

Adult Student Recital at Asylum for Art Sunday, February 12th @ 2pm. 'Songs of Love' is the theme since it will be so close to Valentine's Day. - Kaylee

#### Cochrane Student Recital - Nathene

I am happy to report that I have booked a location for our Calgary ARMTA Spring Recital (think of it as far NW Calgary) in Cochrane.

LOCATION: Canadian Baptist Theological Seminary & College, 200 Seminary View, Cochrane, Alberta T4C 2G1. They have a beautiful large Chapel Room with a well maintained grand piano and a whole wall of windows facing the Rocky Mountains.

Free and easy to use parking.

DATE AND TIME: Saturday May 27th, 2-3pm.

BUDGET: Their charge is \$150 and that leaves me \$50 for the Programs.

#### **QUESTION:**

-I will submit the paper receipts to ARMTA Calgary after the event for reimbursement, correct?

- I am hoping that MaryEllen can guide me through how to receive the entries as they come in?
- Do they contact me directly by email or is this done online?

#### **4.3 ACRA - Report - Naomi Williams [armtahonoursrecital@gmail.com](mailto:armtahonoursrecital@gmail.com)**

Frances has the ACRA cheques and will bring them to the recital.

She also has 2 Harold Saklofske Scholarships (\$250 each) cheques.

ACRA Report:

- cheques have been received from Judith at ARMTA in Edmonton
- Frances has the ARMTA Calgary cheques
- spoke to Brent Saklofske Jan 9 to explain why teachers have to be ARMTA members to win his award. He is going to get back to me with another name. When he does I'll get him the final details for his attendance at the event.
- Maryellen is working on the programs. I have supplied everything she needs except program order, the name of Brent's other pick, and the names of anyone participating in the Graduate Ceremony. I will edit the program, as well. I was not planning on printing any hard copies - I wanted to have QR codes and would also have the link to the program on the website, and emailed out to the participants the night before. This gives us flexibility to add volunteer names, fix typos, make program changes, etc, right up to the very last minute. If the board does not like that idea, please make arrangements to have the programs printed, picked up and delivered to the Temple at 3pm on Jan 28. If you want them printed, Maryellen will have the program completed by Jan 20.
- I have received 3 videos for the YouTube recital - the deadline for submissions is the 16th - we will premiered the online recital as a teaser for the live event via email and on the website on Jan 23
- Medals have been ordered. I am waiting for an ETD, and an invoice.
- I have to draft up and print letters to stuff along with cheques for our scholarship winners
- I plan to visit the Temple to get an idea of seating plan/setup/if we should/should not have food (is it covered in our insurance - if someone eats something and has an allergic reaction?)/power, hopefully by the end of this week. I am waiting for a reply from them.
- I plan to provide the PA from my studio equipment. We just require a small monitor, sound board and a couple mics/mic stands, and I can supply that. If the board does not like the idea, please make arrangements to rent a PA from somewhere, picked up and delivered to the Temple at 3pm on Jan 28, and then returned on Jan 29
- I will be emailing teachers who volunteered to help me after I meet with Danny at the Temple and know what kind of help I need. Hopefully I will have all my helpers lined up by Jan 23.
- I had always assumed I would be the general MC for this event , but is there someone from the board who will be in attendance, and wants to thank advertisers, scholarship sponsors, make speeches about the donors, etc? Is it appropriate for my name not to be listed as a volunteer on the program, but as the ACRA Chair/Convenor? There is also another name listed next to mine...who is that person? Can I give them some of this work?
- I emailed Frances all kinds of summaries at the end of December around scholarship budgets, program length, etc.

Here is the email I sent to Barb last week to be sent to membership re: the Graduation Ceremony. I don't think it was ever sent on (or if it was, I didn't see it when the other ARMTA Calgary emails went out earlier this week).

At this point, I need the board to decide if we can this portion of the event, or if we just don't have the graduates listed in the program if you want it printed. If you decide you are okay with the digital version/QR code, then Barb can send the email out this week and just adjust the dates.

At the very least, it would be good to know who is graduating, so we can send them an email or a formal letter inviting them to join the chapter.

To be sent to membership:

Teachers of students who graduated from RCM, CC, LCM, etc. between Sep 1, 2021 and Aug 31, 2022 may submit to have their students be honoured as part of the ARMTA Calgary Recital and Awards event on Saturday, January 28, 2023 @ 4pm in Calgary at the Temple B'Nai Tikvah (900 47th Ave SW). For your student to be eligible, you must be a current ARMTA Calgary member, as well as an ARMTA Calgary member during the eligible time period mentioned above.

Recent graduates can walk the stage to receive a certificate and a letter of invitation to join ARMTA, and have their culmination of music studies acknowledged in front of an audience.

If your student is interested in participating, please have them email Naomi Williams, ACRA Convenor, at armtahonoursrecital@gmail.com by THIS Monday, January 16. Have them attach a copy of the diploma earned to the email, and make sure to mention the name of their ARMTA teacher in the email.

#### **4.3b Harold Saklofske Scholarships - Report - Barb**

There are two \$150 scholarships up for grabs this year, to be awarded at the ACRA event on Saturday, January 28, 2023 @ 4pm at the Temple B'Nai Tikvah (900 47th Ave SW).

Also, related to scholarships & ACRA - Brent Saklofske is only going to award the one scholarship this year for \$250 to Avery. He didn't think the other candidates were up to snuff (except for the young guitarist who wasn't the student of an ARMTA member). He and I had a good chat about it on the phone, he didn't seem (to me) upset, just confused, as he remembered a time when one of his students won an award at the Honours recital, but he has never been an ARMTA Calgary member. He understands why we are holding to that rule.

#### **4.4 OSR - Report - Rachel Baljeu**

I am organizing volunteers for the Outstanding Student Recital that will take place on Feb. 11 from 4-6. Being MC is my personally least favourite (and most terrifying) thing I could do, I am looking for a volunteer for this role.

#### **QUESTION:**

Is anyone from the Board willing to do this?

#### **4.5 PROVINCIAL REPORT - Barb**

Provincial report: We have a meeting in early March....Renewal information will be out soon.

#### **4.6 CFMTA Report - Nathene**

CFMTA Representative - Nathene Arthur

The CFMTA has been busy and you should have all received our January 1, 2023 Email "Of Note" with news of our 2022 accomplishments, Young Artist Tours, upcoming events (including Branching Out), deadline dates for Composition Competition, National Essay Competition, Hughes Ferguson Distinguished Teacher Award, and the Memorial Pedagogy Award. Among others. There was further news about the CFMTA National Conference "Our Rhythm Runs Through It" being held in Edmonton July 5 to 7, 2023. The Winter edition of the Canadian Music Teacher Magazine is now online also. And the monthly "Connecting Canada" one-hour Zoom meetings are really fun, drop in sometime - or check the website for the "notes" from past meetings. The next session is Friday January 20th and the topic will be "Tax Tips for Teachers".

On a different note, I am Co-Chair of the CFMTA “Program Funding and Grant Committee” and CFMTA has recently purchased a 16 month online “Grant Advance” membership. There is a lot of money out there, but we found that only going for government or large corporations was a waste of our volunteer time. This new method will help us to do some serious fundraising and establish longer term relationships with smaller foundations. I am looking forward to being part of this new direction.

I took part in the “CFMTA President’s Roundtable” meeting in the absence of our new ARMTA President Rosemarie Horne who was out of the country. So I am caught up on all the subjects that the different provinces are creating and doing well in (as well as struggling with). It is inspiring to see what the other provinces are doing.

I am also on the CFMTA 2023 National Conference Committee and busy with preparing for the National Voice Competition. Busy times. It will be great.

## **5. REPORTS FOR DISCUSSION / ACTION**

### **5.1 ROTARY C3 - Report Barb**

Rotary C3 -Registration is now open at: <https://www.rotaryc3.com/>  
-Deadline for applications is January 31 for the March 4 & 5 competition.

#### **DISCUSSION:**

Preamble: There has been a request for a Medicine Hat student who has a Calgary teacher, to compete in the Calgary competition. Medicine Hat is outside of the regular competition boundaries. There seems to be one performer each year who wants to compete in Calgary. I have just given my personal opinion but have asked for more time to get board input. I have read the letter from the parent who has very valid reasoning and as she mentions, there has been precedent. Here is my part of my response to Rotary C3 steering committee.

- As the Calgary branch is the one supporting C3, it is great to support a Calgary area student and teacher and even better if it is an ARMTA teacher.
- It is unfortunate that the student does not live in our area, BUT, did live here previously.
- The student is supporting a Calgary teacher, although, is John a resident here, or in the states. (I know one of the teachers is often teaching in the states.)
- It is unfortunate that John is not a member of ARMTA provincial, or Calgary.
- Although we like to support our members and their students, it is also important to us to reach out to other students and teachers.

If the Calgary branch is not in favour, I will also ask if we can access provincial funds for this competition.

Communication Report;

I advise teachers to contact the person involved to find out more info....

**5.2 POLICY ON DOCUMENTS CONTAINING PERSONAL INFO** Report - Beth, Frances  
Policy on documents containing personal information was tabled. Beth has made an addition to the document to reflect a motion made at the Sept 19 2022 meeting. There is a huge logistics implication to this that needs to be solved. Report was sent out in September by Beth at Proposed policy on documents containing personal information. First is there anything I need to follow up on from my report on retaining/destroying documents? I also note from the Oct

minutes that Frances was going to pick her husband's brain for information about password protected cloud storage.

### **5.3 Discount for Calgary branch - Frances**

#### **QUESTION:**

Do we want to create a new discount code for the remainder of the year?

Tamara Bowie

Right now membership is \$135 after October 1: use discount code: half year

You do not have to belong to the Calgary branch to be a member.

Thanks for the info, I will delete those codes. Something to consider; after January 15th, memberships are pre-approved to start April 1st so we don't get many this time of year. Perhaps a policy for future years could be similar to provincial, we offer a discount of \$50 (off \$185) after Oct. 1st for new applicants. Other branches do not offer these discounts, and you are welcome to charge full price if your branch chooses to do that. The only branch that offers discounts on membership is Lethbridge has first year free. Calgary and Edmonton Branch both offer retired memberships for half price.

Membership Discount - Frances / Tamara

Today, there was another application for Calgary Branch. I'm happy to still be receiving applications for membership this time of year.

I want to bring to your attention that when someone applies now in provincial they receive a \$50 discount because there are only 4 months left in the year. However, they are asked to pay the full fee for Calgary branch of \$65. No one has said anything, and if they really want to join, they pay it, however, it may be something to consider.

MOTION: BETH MOVES that we auth prov admin that we offer \$25 off membership portion of branch fees starting October 1<sup>st</sup>. On first new memberships only (not someone renewing late).

Motion:

USE THIS MOTION: Beth moved that we offer a \$25 off Calgary Branch starting October 1 of the the year on new members only not return members. Cindy seconded the motion. Motion carried.

My re-wording: Beth moved that we offer \$25 off Calgary Branch fees starting October 1 for new members (not for returning members or late renewals).

### **5.4 Report for Branching Out: Nathene & Barb**

Committee Members: Carolyn Steeves, Barbara Robertson and Nathene Arthur

Our Committee met on December 13, 2022. We had a discussion of possible venues, events and dates. The theme is "Collaborating with the Arts & Beyond". We have come up with a Plan A, Plan B and if all else fails Plan C.

The Date will be: Sunday March 12, 2023, 7-8pm, with an ARMTA Social to follow. Barbara will check out the availability of the St Thomas United Church in Hawkwood.

PLAN A:



Baroque Dance lessons for teachers and students. Barb and Carolyn are contacting a few dance instructors. Barb would get an announcement in the Impromptu about "Branching Out event happening Sunday March 12th, 2023 - details TBA."

If the Baroque Dance lessons don't work out, we have our Plan B.

PLAN B:

Similar to above but with "Ballroom Dancing" instead of Baroque dancing.

If that also proves too difficult, we have our Plan C.

PLAN C:

We will hold a Schubertiad social event and invite ARMTA and non-ARMTA musicians to a social where we bring instruments, poetry/speech arts, painting, dancing etc. and generally "collaborate" with such (to be decided in advance) themes as lost love, Canadian history, duets etc. It could be quite fun.

Funding: while CFMTA will pay \$100 "after-the-fact" we are hoping to be able to access some Calgary ARMTA Workshop/Event budget money also. Our budget would be under \$300.

ACTION ITEM: To ask for a maximum of \$300 to hold this "Branching Out Event", given through our Workshop Budget.

Update from Barb - We would have to make a donation for the use of the Church - probably \$100 would be a good suggestion.

More developments from the dance studio:

-They have suggested that some of our students - maybe 5-10 could each accompany some dancers as they do some of their set work. We could also get a pianist and violinist, etc. to collaborate and play together. the dancers would get to dance with live music, and the musicians would have a chance to experience playing for dancers. (THIS is one way my daughter paid for her University - playing for dance classes.)

-The dance teachers would lead the ARMTA kids (with help of the dancers) in some steps.

- I will also ask the studio if they could do a little demo for jazz, tap, contemporary...

I would suggest that this be open to students, ( as well as teachers, and parents) to observe, with some ARMTA students doing the playing, and all ARMTA students trying the dance combo.

I will be away for most of February so am going to have to pass this on to someone else for finalizing details.

Nathene - I like the idea of having some of our students (and or teachers) take part in the dancing. Would they sign up in advance for this?

And could we get an exact number of how many such dancers we could accommodate?

We return on Jan 20th. I am unsure about watching jazz Tap or contemporary....

**5.5 TREASURER'S REPORT – Maryellen**

**PLEASE SEE ATTACHED**

It was emailed under the attachment: Jan 16, 2023 Treasurer Report

### **5.6 NEW SIGNS - Lorna**

Lorna has contacted Sure Print to get prices.

[PLEASE SEE ATTACHED](#)

It was emailed under the attachment: Jan 16 mtg report

### **5.7 The Last Word - Frances**

Frances is leaving the board. Please see resignation letter.

[PLEASE SEE ATTACHMENT](#)

It was emailed under the attachment: Impromptu Feb 2023

### **5.8a VACANT POSITIONS Report - Frances**

The following positions are vacant:

Chair, Vice Chair/Co-chair, Convener for Calgary South Recital, Workshop and Events Co-ordinator, Nominating Committee, Music Marathon Convener, Promotions, Social Media Convener

Also, CFMTA would like us to seek support the July 5th to 8th, 2023 conference. They require many volunteers over the three days, as well as sponsorship for coffee breaks, receptions, and speakers. See attached letter. Volunteers contact [volunteer@cfmta2023.ca](mailto:volunteer@cfmta2023.ca)

### **5.8b Plan to engage ARMTA Calgary Branch Members: summary of meeting 2023 Jan 23 (Beth, Lorna, Cindy, Barb)**

Brainstormed how

- Importance of personal and individual contact by phone or by email
- In person get together
- House parties
- Zoom party
- Social gathering with a speaker or performer as the draw – perhaps use March 12 Branching out event

Brainstormed what

- Acknowledge/name/ introduce conveners and board members
- Reiterate the importance of volunteers to our organization
- Name things the Branch does/ offers (recitals, awards, scholarships, support of festivals, RC3)
- Explain acronyms
- What is on the website, where to find, how to navigate
- Ask what do you want/ how can we help
- Desire for single list of events

Other

- Need better orientation for new board members at either the May or June meeting: board roles, convener roles
- Need more communication with conveners: maybe invite 2-4 to each meeting to be introduced to /board members and to talk about what they do or ask questions of the board.

Some decisions/ recommendations

- Use dates in March, aiming for one party each week-- maybe call the campaign March Madness

- Offer 4 house parties, one in each quadrant (maybe in satellite communities) and at least one online party. Expect 5 -15 (cap at 15 or let host determine maximum?) people at each party.
- Need a host (home and light snack – cost covered by branch, budget amount?) and a facilitator for each party. The number of facilitators and hosts will determine the number of parties.
- Host provides a place (their home), beverage and light snack (Board determine a \$\$ amount), contacts confirmed guests to welcome and provide address/directions, maybe do a formal welcome and introduce facilitator
- Facilitator will manage the discussion and presentation of information. Try to keep to an hour or less. Suggest facilitators be members who have multiple experiences on the branch board and maybe provincial or CFMTA -- Beth, Barb? Nathene? Lisa Kiernan? Carolyn
- Offer at least one Saturday afternoon or evening, one Sunday afternoon or evening, one weekday morning and one online
- Try to have at least 1 board member and 1 convener at each party.
- Give each party a theme: Navigating ARMTA Websites, Volunteer Opportunities – what do you need to know, What does the ARMTA Calgary Branch Do? Who's Who in the ARMTA Zoo ...
- In fact each party should be able to have the same list of objectives, but each part will come at the information from a different point of view.
- Contact every member with an invitation to find out more about Calgary Branch
- Contact conveners and board members first for commitment to attend (maybe host or facilitate) at least one party.
- Recommend an email to a group of 15 recipients first. Follow up with a phone call and one follow up phone call. (Alternately follow up with an individual email.)
- 180 members. Divide membership list by quadrant (SE SW NE NW). Could each board member make about 15 calls? 15 calls can be made in under 2 hours, and another time to make one follow up call.
- Attempt to get a commitment to attend a party.
- Be willing to talk about the Branch
- Be willing to listen to concerns and bring them back to a board meeting.

To do:

- Create a sample email
- Create a sample phone script
- Create a list of talking points/objectives for the facilitators
- Provide a time for facilitators to practice presentation.
- Head shot of board members and conveners

## **ADJOURN ARMTA CALGARY MEETING - OPEN ENDOWMENT SOCIETY MEETING**

ARMTA CALGARY MEETING ADJOURNED AT: 11:35

ENDOWMENT SOCIETY MEETING CALLED TO ORDER AT: 11:35

## **6. APPROVAL OF ENDOWMENT SOCIETY MINUTES & AGENDA** from Nov 2022 meeting

[PLEASE SEE ATTACHED from Maryellen](#)

It was emailed under the attachment: Nov 21, 2022 Meeting Minutes along with the Zoom link

MOTION FOR AGENDA:

MOTION FOR MINUTES:

## 7. REPORTS FOR INFORMATION No Discussion/Action Necessary

## 8. REPORTS FOR DISCUSSION/ACTION

### 8.1 Canada Helps Report Beth

I was just doing annual donations using Canada Helps.

I looked at ARMTA Calgary's Endowment Society Canada Helps page. Please check the "Our Impact" page which uses information from CRA to create a graph profile showing how much has been spent on fundraising, management, projects, and "gifts to qualified donees" (gifts to other registered charities). The information up to 2019 reflects what I believe we were doing. But it would appear that CRA does not have good information for 2020 and 2021.

I don't know how to rectify this, or who should look into it. But it would seem that we could be endangering the society's "charitable" status with incomplete reporting. We may need Sharon Carne's help with this to get back on track.

Lorna: "I will look into this as soon as she can. Just looking at the CRA returns from 2018-2019 to 2021-2022. All of these returns include:

Honours (ACRA) Recital scholarships; outstanding student (OSR) scholarships; endowment society projects (Music marathon, Music for everyone)

The total expenditures on programs and scholarships:

Year ending 2019: \$21,842

Year ending 2020: \$9,361

Year ending 2021: \$491

Year ending 2022: \$9,303

It seems to all track with what the returns reported and what Canada Helps shows as our expenditures and income. As Maryellen said, the 2021-2022 information likely hasn't been submitted to Canada Helps yet. I imagine that 2019-2020 and maybe even 2020-2021 was lower due to the pandemic impacting program delivery and expenses (online)

Would you like me to re-do the return for year ending 2021 to see if anything is missing as compared to the financial statements?"

### 8.2 Joan Bell Scholarship - Beth

The parameters for the scholarship in honour of Joan Bell are yet to be determined. Other than agreeing that this is a one time scholarship of \$100 from the branch. It should go to piano, maybe a senior because that was Joan's specialty. If there is nothing else, then at this late date perhaps the convener can make it "convener's choice"

Naomi - I'd like to suggest the female musician with the highest practical (or combined) mark should be the scholarship recipient. I think something like that would be appropriate, and easy to award with little politics.

### PLEASE SEE ATTACHED

It was emailed under the attachment: Joan Bell Scholarship

### **8.3 CFMTA National Conference**

CFMTA asked our branch to consider sponsoring the 2nd Place prize for the National Voice Competition, which is \$3,000. We denied this request.

Response: Thank you for presenting this option to your board. Would ARMTA Calgary Branch be interested in sponsoring a performer or coffee break at the conference instead? The requested amount would be \$500. Thank you for your assistance. Sincerely,  
Elizabeth Raycroft [raycrofte@hotmail.com](mailto:raycrofte@hotmail.com)

### **8.4 ARMTA CALGARY ENDOWMENT PROJECTS COMMITTEE.**

Members: Laura Whitehead, Carolyn Steeves, Nathene Arthur.

At our November 24, 2022 zoom meeting the committee members finalized our three Endowment Projects. We have a budget now of Poster Competition: \$700, Video Competition \$1,000, and DETSA Award of \$1,300. Laura and MaryEllen will get together to update the online Entry Forms on the website. Publicity will include emails to our Calgary ARMTA members through Barbara Robertson. The DETSA application forms will be available online by the end of January. Laura developed the poster below with all the main information which should be sent to all our teachers so they can post them in their Studios. These posters could also be handed out at ACRA, OSR etc. We will ask Lorna Sewell to ask for volunteers to be our Judges, and Nathene will also ask some of our not-so-busy (?) retired Calgary ARMTA teachers also. The official contact will be MaryEllen and Carolyn will continue on as the contact for anyone with competition questions. We are quite excited to be able to offer these competitions to our Calgary ARMTA teachers and their students.

[PLEASE SEE ATTACHMENT](#)

It was emailed under the attachment:Poster for Endowment Competitions - 2023

Note from Laura - I was supposed to make some revisions on the poster, which Nathene kindly took into her own hands.

The one area we were having trouble with clarity, and on which I was supposed to brainstorm, was the short descriptions of each category in the Dual Excellence Award.

I think I've come up with a more succinct way to describe the two categories:

- One ARMTA discipline and one secondary discipline
- Two ARMTA disciplines

Therefore, I've attached a poster with Nathene's changes, as well as those two revisions. If you like those category descriptions we can use this poster instead.

While I was making those changes, a question came to mind. In the second category (Two ARMTA disciplines), must both teachers be ARMTA teachers for a student to be eligible? Maybe that can be asked at the board meeting next week.

### **8.5 Sharon Omura Music Collection Report - Frances**

Someone from the Board needs to contact <mailto:sharmusica@gmail.com> to sort out exactly what, when, and how she would like to disperse of her music library. Frances will forward the email thread to this volunteer.

**NEXT MEETING**

Meeting dates are 9:30am the 3rd Monday of each Month  
Feb 27, March 20, April 17, AGM May 8, May 15.

**ADJOURN ENDOWMENT SOCIETY MEETING**

ENDOWMENT SOCIETY MEETING ADJOURNED AT: 11:59 am.

\*ATTACHMENT

A SEPARATE DOCUMENT (PDF) SENT ALONG WITH THIS AGENDA IN AN EMAIL