

2023

ANNUAL *general* MEETING



Monday May 8, 2023 ♦ 9:30 to 11:30 am

St. David's United Church
3303 Capitol Hill Crescent NW



ALBERTA REGISTERED MUSIC
TEACHERS' ASSOCIATION

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🎵 May 8, 2023 Annual General Meeting 🎵

Part 1 ARMTA Calgary Branch

Section 1 Agenda

Location: St. David's United Church 3303 Capitol Hill Crescent NW

Chair: Beth Oliver

Zoom Operator: Frances Ewington

Recorder: Maryellen Pankratz, Administrator

Quorum: 7% of 170 members = 12 members

- 1) Welcome 9:30 AM
 - Board members
 - New members
 - Ice breaker game – Barb chairs in a circle
 - Guest Rosemarie Horne
- 2) Call to order 10:30 AM
- 3) Minutes from the previous AGM
- 4) Business arising from the minutes (none)
- 5) Officer Reports
- 6) Reports from Conveners
- 7) Financial Statement for 2022-23
- 8) Report of the Auditors
- 9) Presentation of the budget for 2023-24
- 10) Report from Nominating committee and election of Members at Large
- 11) The appointment of auditors for the ensuing year
- 12) New business
- 13) Presentations and Milestone Awards

Section 2 Meeting Minutes from AGM May 9, 2022

ARMTA Calgary Branch

Chair: Beth Oliver

Zoom Operator: Frances Ewington, Member at Large

Registration Desk: Lisa Kiernan, Member at Large

Recorders: Maryellen Pankratz, Administrator
Nathene Arthur, CFMTA Delegate

Quorum: 7% of 178 members = 13 members

Board Members Present

Nathene Arthur
Frances Ewington
Lisa Kiernan
Rachel McLellan
Beth Olver
Barb Robertson
Lorna Sewell
Carolyn Steeves
Denisha Teichroeb

General Membership Present

- Rachel Baljeu
- Katrina Fost
- Jayne Luy
- Linda Kundert
- Cathy Stephen
- Jennifer Latta
- Nadia Khlynovskaya
- Alexandra Andrievsky

General Membership Present via Zoom

- Alison Crabb
- Marissa Feria
- Karenfaye Shepherd-Carmichael
- Kaylee Read
- Antonina Cox
- Emily Ong
- Angela Frankowski
- Janice Dahlberg
- Gabriella Hsu
- Rita Thurn
- Laura Whitehead
- Guihua Sunday

Welcome

Introduction of Board Members

Meeting called to order at: 10:33 am

Motion No.1

Approval of Agenda

Alteration: Moved announcements and presentations to the end of the second meeting, the Endowment Society meeting
Lisa Kiernan moved to accept the agenda as altered.
Barbara Robertson seconded the motion.
Motion carried.

Motion No.2

Approval of Minutes from May 2021 AGM

Rachel McLellan moved to accept the minutes from the May 2021 AGM.
Lisa Kiernan seconded the motion.
Motion carried.

Business arising from the Minutes:
none

Motion No.3

Approval of Officers' Reports

Carolyn Steeves moved to accept the reports of the officers as printed.
Lisa Kiernan seconded the motion.
Motion carried.

Motion No.4

Approval of Convener Reports

Speakers from the Floor

Barb Robertson spoke about Rotary Calgary Concerto Competition ♦ Lorna Sewell spoke about the list of volunteers that she is creating. Members who wish to sign up should send her a note ♦ Laura Whitehead spoke about Music Marathon. Heritage Park has been generous to donate their facility for the event. Five hours have been filled and we have three more hours to fill in the 9:30 to 12:30 time-slot. Laura needs two more volunteers.

Carolyn Steeves moved to accept the reports of the conveners as printed.
Cathy Stephen seconded the motion.
[Motion carried.](#)

Presentation of Financial Reports

Treasurer Denisha Teichroeb presented the Profit & Loss Statement and the Balance Sheet.

Motion No.5

Approval of Financial Reports

Denisha Teichroeb moved to accept the financial reports as printed.
Linda Kundert seconded the motion.
Motion carried.

Motion No.6

Approval of Auditors' Report

No auditors were present to read the auditor's report.

Lisa moved to accept the auditor's report.
Cathy Stephen seconded the motion.

Treasurer Denisha Teichroeb presented the budget.

Motion No.7

Election of Members at Large

Carolyn Steeves and Lorna Sewell last May accepted a two-year term as members at large.

Frances Ewington, Rachel McLellan and Beth Olver have agreed to let their names stand for re-election to another two-year term.

Kaylee Read and Cindy Speelman have agreed to be let their names stand for election as members at large for the first of a two-year term.

Karenfaye Shepherd-Carmichael volunteered from the floor to serve on the board. Terms are two-years and meet approximately ten months out of the year.

The new board will meet next Monday probably at 10:30 am.

Lorna Sewell moved to declare election by acclamation for:

Frances Ewington, Rachel McLellan, Beth Olver, Kaylee Read, Cindy Speelman and Karenfaye Shepherd-Carmichael.

Rachel McLellan seconded the motion.

Motion carried.

By unanimous vote, we add three new members to our board. At their first meeting on Monday, May 16, the Board will determine a chair, a vice chair and treasurer from among the Members at Large and will report to the membership.

Appointment of Auditors for ensuing year

Pending

The board will check with the current auditors, Ilkim Tongur and Jennifer Wolsey.

Adjournment of 2022 ARMTA Calgary Branch Meeting at 11:01 am

Section 3 Officer Reports

3.1 Chair, Frances Ewington May 2022 to January 2023

In May 2022, although apprehensive due to full work and home life, Frances Ewington agreed to serve as Chair of ARMTA Calgary Branch Board, provided the responsibilities would be shared with co-chair/Vice Chair Karenfaye Shepherd-Carmichael.

The board agreed to continue meeting online rather than in person.

We were in need of more Student Recital conveners so to fill the void board members Karenfaye Shepherd-Carmichael, Kaylee Read, and Nathene Arthur volunteered to each organize a recital. Due to phishing attacks on Board Members' published email addresses, as of June 25, 2022, the "contact us" page on the public side of our website only receives messages which are received by the Administrator and re-directed to board members or conveners. The member area still has contact information for board members.

During the summer, the administrator had difficulty getting cheques signed, so the Policy (17.4 of Policies & Procedures) was revised to allow any two of the four authorized signing officers to sign. In October, Vice Chair Karenfaye Shepherd-Carmichael resigned from the Board and other commitments (Social Media, Recitals).

Nathene Arthur, Barb Robertson and Carolyn Steeves offered to create a project for CFMTA Branching Out initiative (shared performance with other arts communities) but time was short and the project has been shelved.

The Branch has had difficulty filling convener positions this past year. There are members who would volunteer but not to take on large projects. So, Lorna Sewell offered to become a volunteer coordinator. When in January 2023 Frances also gave notice of her resignation, the Branch Board, developed a plan to engage our members in conversation about what the Branch does and what the opportunities for volunteering are.

3.2 Past Chair, Beth Olver

As Past Chair of ARMTA Calgary Branch I was hopeful that I was passing the baton on to the next generation of leaders. Our Chair Frances Ewington with new member and Vice Chair Karenfaye Shepherd-Carmichael had such vision for what our Branch could become. But life happened and both found they had to leave the board for family reasons. So, the Board and you have been stuck with me once again. A summary of Past Chair activity:

- Met with new Chair and Vice Chair to pass on information, share ideas, and offer advice and support.
- Chaired board meetings since February.
- March Madness – the board determined that we should be proactive in engaging with our members. Presented the board with ideas gleaned from the members that came to March Madness.
- The past Chair reviews job descriptions with the conveners and the board. Brilliant adjustments were made to Student Recitals, a new position – Volunteer coordinator was described, nominating committee description was updated to ensure potential volunteers received job descriptions, and the administrator description was updated to reflect current practice.
- Participated in Budget preparation
- Lead the nominating committee.

- Developed a policy for handling documents with personal information, mostly applications for recitals and permissions for audio and video use.
- Reviewed the content on our Website ARMTA-calgary.com.

March Madness Report

March Madness was an initiative to engage with Branch members and provide information about our Branch. Two in person and two online parties were held: 13 members attended in person and 8 attended online. It was a valuable experience for those who attended and the Board should consider doing something similar again, likely in March as we start to look for new volunteers for the next year. The Board will determine how to follow up on what was discussed by the members who came.

Most Branch members received a personal email or phone call inviting them to attend a March Madness Party. Beth prepared scripts for the callers. Beth Oliver, Laura Whitehead, Ilkim Tongur, Jennifer Wolsey, Carolyn Steeves, Kaylee Read, Cindy Speelman, Jackie Law, and Rita Thurn made 15-20 contacts each. Barb Robertson sent out reminders to register.

Maryellen Pankratz managed the Jotform registration and set up Zoom meetings. Beth Oliver facilitated the meetings. Lorna, Kaylee and Rachel took notes from discussions. Some gleanings from the meetings:

- There is a desire to see and meet other members, catch up with friends and meet new colleagues
- more social events – reminded about past events: composer showcase, Chinese New Year with silent auction and performances
- more professional development
 - o online chats around a given topic, or video
 - o teachers with expertise sharing with other members, use expertise within the branch
 - o smaller groups, discipline specific
 - o rotate through the disciplines (speech arts, wind & brass, voice piano, theory)
 - o record sessions and have available on the website for a period of time
 - o bring in outside guests online
 - o more informal “coffee” gatherings wherein member teachers offer to share their ideas about various teaching topics: teachers teaching teachers in an intimate gathering similar to house party. Learning from each other as well as socializing.
- Lending library for teacher and student resources
- Repertoire classes and masterclasses for student development
 - o April, November ahead of festivals or exams
 - o Focus on developing skills, works in progress over polished performance
 - o Maybe between 2 studios – each teacher works with the other’s students
 - o Offer online pre-adjudication (evaluation of student’s recorded playing ahead of a festival or exam)
- Whiteboard or platform online for teachers to connect with each other:
 - o Sharing studios to give our students experiences with other teachers and share teaching styles.
 - o Collaborative pianist listing
 - o Students seeking collaborative experience
 - o Teachers sharing ideas
 - o Can we set up a way to help people carpool to Branch gatherings?
 - o Connecting students for collaborative music experience – voice teacher looking for senior piano students to accompany students
- optimize website so that it is a top result when googling for music teachers in Calgary suggested

- o google ads?
- o maybe a provincial initiative
- Mentoring for beginning teachers – invitation to sit in with experienced teachers as they teach in their studio
- Online options remain important
- o encouraged to have online option for AGM and other in person events and classes
- o Recordings of professional development, master classes, discussion groups
- o Need to find the expertise for recording and livestreaming
- Discussion about where and how often to have studio recitals – venues (senior care facilities, churches, festivals, use of recital opportunities offered by the branch)
- Start a book club for members --- any kind of literature
- Positive comments about Impromptu
- Positive comments about adult student recital -- have more opportunities for adult students
- Learned about youth and adult string opportunities

3.3 Administrator, Maryellen Pankratz

Work Hours The slowest work months are July and October through December, while the busiest are the first five months of the year. Last year, I charged an average of 18.75 hours per month. I probably work between 22 to 25 because I don't record all of my time. The break-down of hours is as follows:

Bookkeeper: 5.50 per month

Secretary: 5.50 per month

Webmaster: 2.25 per month

Desktop Publisher: 3.50 per month

Endowment Society Projects: 1.75 per month

Assistance to Conveners I assist most conveners to some degree, but the majority of this has been for Impromptu, Endowment Society Projects, Music Marathon and ACRA.

Branch Board and Convener Directories Due to excessive phishing attacks, our directories were moved last year from the public <https://armta-calgary.com/> website to the member website. It seems that scammers were searching our directories and sending emails to the administrator and other officers, often posing as the chair or the treasurer. All phishing emails were deleted and blocked, usually by manual means.

Jotform Last year, we began taking greater advantage of our subscription with Jotform. As a non-profit, we pay \$125 per year, which is half-price. Although there are a few bugs, this software has been a great help not only in my position, but also for recital conveners, who use it for the registration process. We have also begun using it for RSVPs and event registrations, competitions for Endowment Society Projects and grant applications.

CFMTA Conference Grant This grant was established last May in the amount of \$350 each for three members. Four members applied for this grant for attendance to the CFMTA National Conference in Edmonton this July.

MCA Conference Grant This grant was also established last May. Up to \$1000 is available for five members and we had two members apply. Music Conference Alberta took place in Edmonton in October and was reviewed by these two members in the last issue of Impromptu.

“Call to Order” is a book of rules and procedures designed for meetings of non-profit organizations. Last year, we purchased two additional books, bringing us to a total of four. These books are distributed each May to help orientate new board members on how non-profit board meetings are run.

Chair Registration for CFMTA Conference Our branch has paid the registration fee for the next chair to attend the full conference from July 5th to 7th in Edmonton. We will also reimburse up to 500.00 of their expenses. The chair is chosen from the group of branch members who volunteer to serve on the next board from May 9, 2023 to May 13, 2024.

3.4a Bookkeeper, Maryellen Pankratz

Bank balances as of April 14, 2023:

\$45,505.31 ARMTA Calgary Branch
\$10,733.74 Endowment Society

Endowment Society GICs

Name1	Name2	Amount	Purchased	Matures
GIC4	Cdn Bank Market Smart	\$11,000	Nov 23, 2018	Nov 23, 2023
GIC2	Cdn Bank Market Smart	\$5,750	Nov 26, 2021	Nov 26, 2024
GIC1	Peter Turner Scholarship	\$3,570	Nov 20, 2020	Nov 20, 2025
GIC3	Morning Musicale Scholarship	\$5,000	Nov 28, 2022	Nov 28, 2025
		\$25,320		

Budget Shortly after our fiscal year end on February 28, the board met to plan and review our budgets. ARMTA Calgary has budgeted for a loss this year of (492.50) and Endowment Society projects a loss of (3800.00). The healthy balance in the ARMTA Calgary bank account can support these deficits and we are prepared to make a donation from ARMTA Calgary to Endowment Society if necessary.

Impromptu brought in \$2780 and corresponding expenses were \$1790, leaving a profit of \$990.

Investments We had a \$5000 GIC mature in May and rolled it over for another 6 months until November. Total interest received was \$800, which we kept to be used for scholarships. The principal \$5000 was reinvested in a 3-year GIC.

String/Voice Competitions Last year, we agreed to sponsor \$100 per year to provincial string and voice competitions, which will alternate year after year. We issued a \$100 cheque to violin student Chanan Ngo in November, who responded in kind with a heartfelt thank you card.

Music Marathon June 2022 received 4467.11 in donations and paid 901.78 in expenses and awards for a net profit of 3565.33

ACRA January 2023 received 1364.65 in donations and paid 4867.75 in expenses and awards for a net loss of (3503.10). The amount of donations received exceeded last year by nearly 550.00. ACRA awards are largely comprised of donations received from Music Marathon.

Sponsorship For the first time, we sponsored four surrounding music festivals: Airdrie, Bow Valley, Highwood and Strathmore for 100.00 each. This brought our community sponsorship donations to 3400.00. We received a nice thank-you email from the award recipient of the Highwood Lions Music Festival. We also donated 500.00 to the upcoming CFMTA National Conference to be held in Edmonton in July.

3.4b Treasurer, Lorna Sewell

As this was my first year as Treasurer, there was a steep learning curve. Before I could take on my first tasks, I met with Sharon Carne and Maryellen Pankratz to get some understanding of the position within ARMTA Calgary Branch. These two people were very helpful and generous with their time to help me. The books are kept very competently by our Administrator/Bookkeeper, so my role has been to assist and be a second set of eyes on the books.

The specific tasks I did were:

- completed the CRA return for the Endowment Society as well as signed and mailed the Alberta Registries return.
- Since there had not been someone on site at the event to write receipts, I wrote and mailed charitable receipts for 30 donations received at Music Marathon 2022. All receipts on hand were used up so I ordered new charitable receipt books.
- I was a second signatory on payments made for ARMTA Calgary branch and Endowment Society business. Made payments to the Administrator/Bookkeeper for her wages.
- Participated in two meeting for the fiscal year-end budget review and budget projections for the upcoming year.
- Assisted in the re-writing of the Treasurer job description.
- Initiated the year-end audit of the books.

3.5 ARMTA Board (Provincial) Representatives, Barbara Robertson & Carolyn Steeves

Provincial Board meetings continued to be virtual. There were 2 Board meetings.

The ARMTA AGM was during Music Conference Alberta in October in Edmonton.

During the year, there were several e-mail discussions and votes as well as several requests for approval for “leave of absences”.

Tamara Bowie has settled in very well as administrator and is terrific at responding to questions and concerns.

There are now special milestone awards for membership of 55, 60, and 65 years, with certificates for each non award year after 60.

Vulnerable sector checks are needed by all members, except retired members.

Congratulations to Erich Herchen, student of Colleen Athparia at the 2023 ARMTA Piano Competition.

Erich Herchen will represent Alberta at the CFMTA Piano Competition in July 2023 in Edmonton.

Congratulations to Chanan Ngo, student of Fiona Carnie, winner of the inaugural 2022 ARMTA String Competition in violin. Chanan studies piano with Colleen Athparia.

Congratulations to Zoe McCormick, winner of the 2023 ARMTA Voice Competition. Zoe will represent Alberta at the CFMTA Voice Competition in July 2023 in Edmonton.

CFMTA conference is July 5-7 in Edmonton. Members can use the code “ARMTA100” to save \$100 for in person registrations.

There is \$400 that each branch can apply for continuing ed.

ARMTA Calgary can access \$1500 for scholarships for students at ACRA, etc.

Calgary Branch is investigating accessing \$1500 from the ARMTA Recognition Fund for scholarships for the Rotary Calgary Concerto Competition and Alberta Music Festival Association scholarships.

There are also scholarships available for teachers and students to apply for. Please check the provincial website. <https://armta.ca/scholarships/>

Bursaries are available for students in need from the ARMTA Recognition Fund.

Members are reminded to read the monthly ARMTA provincial emails.

ARMTA provincial is continually looking for volunteers to fill positions.

Section 4: Convener Reports

4.1 ACRA (ARMTA Calgary Recitals and Awards), Naomi Williams

The ACRA event was offered as a hybrid this year - Bronze winners were asked to submit a video, and those who were unable to attend also submitted pre-recorded performances. The levels were streamlined to better reflect changes that have been made to the RCM syllabus.

The application process was completely digitized using jotform. I made sure to include several email reminders about applications to membership, and I think that was successful. No one tried to enroll a student past the deadline.

The in-person event was a success - it did not run long, the medal presentations and performances were interspersed so that it wasn't one large chunk of performing, and another large chunk of presentations. It made the 2+ hour event (with no intermission) run quickly. Thanks to all the ARMTA Calgary teachers who volunteered their time on the day to help - it couldn't have happened without you! The venue/piano was more than adequate and has been reserved again for next year. Thank you to all the teachers who also donated funds to create more scholarships this year.

I recommend the event be run by a committee with the Convener acting as overseer. The event needs 3 separate managers:

- Applications
- Scholarships
- Event Management (in-person)

4.2 Archives, Sara Gobrail

I have boxes of archives all organized and labeled here at home, as the new archives specialist at Glenbow asked me to hold onto them until the spring. I will attempt to make the transfer again this spring!

4.3 Catering, Nadia Khlynovskaya

There was only one event in 2022, with total expenses of \$81 for breakfast provided to the GM based on a budget of \$2.5 per person.

I would like to bring to your attention the rising food costs due to the current inflation rate. I recommend that the Board increase the catering budget by 30% for all future events to ensure that we can continue providing quality services that meet everyone's expectations..

4.4 Communications, Barbara Robertson

I continue to send e-mails to our members about ARMTA events, local and provincial, as well as community events, musical instruments for sale, and other information that might be of benefit to our members and their students.

I forward questions, queries, comments, etc. that I receive, to the appropriate local or provincial representative if I cannot respond.

I send out cards to members or their families in times of illness, death, etc.

4.5 Impromptu Editor, Rachel McLellan

COMMITTEE MEMBERS: Barb Robertson, Rachel McLellan, Maryellen Pankratz

We had two issues of Impromptu published this year.

September 2022's issue was published online on September 6th and hard copies were mailed September 9th. February 2023's was published online February 3rd and hard copies were mailed out on February 7th. During our board meeting in March, we decided that priority for articles will go to Calgary ARMTA members, then ARMTA members, then CFMTA members, then others.

Issues are planned for next September and February. Those interested in submitting articles can do so to the Impromptu email address impromptu@armta.ca, or directly to me at RmcLellanMusic@gmail.com

4.6 Music Marathon, Laura Whitehead

Music Marathon 2022 took place at Heritage Park Town Square on June 4, 2022. The event was largely a success. 15 different teachers registered for 7.25 of the 8 available performance hours. This is our major fundraising effort for the Endowment Society fund which is the source of scholarships and grants for students.

The disciplines represented were piano, violin, voice, guitar, and speech arts, with the majority of performances on the piano. The level of music varied from beginner to ARCT. Most of the seated audience were there to support the performers, but we did have park visitors stopping to listen. One gentleman sat with his dog for a couple of hours. Afterwards, he stopped by the tent and asked how he could donate. We also had a few park visitors asking about ARMTA and how to find an ARMTA teacher.

Heritage Park was wonderful. They provided a tent, tables, chairs, and audio equipment at no charge. They also had staff to assist throughout the day with the setup and monitoring of the sound system. As the weather conditions and performance types changed throughout the day, they were able to adjust microphone and speaker settings for us. The provision of audio equipment was a life saver. It not only saved ARMTA money, but it prevented me from having to pick-up, setup, and drop-off audio equipment. At the end of the day, the staff said our event was a wonderful addition to the park and that they would be happy to host us again.

Steinway Gallery was also fantastic, giving us a discount on the rental and arranging for the piano delivery and pickup. RPM piano movers worked outside of their regular hours.

Calgary Philharmonic has been extremely generous by providing three pairs of concert tickets for the top three fundraisers.

We raised \$4455.25. \$2185.25 in cash/cheque donations and \$2281.86 online. Approximately 25% of our donations were collected by one performer.

Addendum: For 2023 a small committee assembled by the volunteer coordinator Lorna Sewell is preparing to hold Music Marathon in June.

4.7 New Members, Melodie Archer

I continue to welcome new members as I receive them from Provincial. I assign someone from the board to call and personally invite them to a meeting or event. We have had 13 new members over the last fiscal year, some are notable in the music community.

Lisa Fernandes (*March 2022*)

Registered subject: Voice

Subjects taught: piano, theory

Kimberley Yim (*March 2022*)

Registered Subject: Piano

Subjects taught: 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

Tracy Taylor (*April 2022*)

Registered Subject: Piano

Subjects taught: Theory, Montessori music

Katherine White (*April 2022*)

Registered Subject: Piano

Stephanie Orr (*September 2022*)

Registered Subject: Voice

Subjects Taught: Piano, Theory Rudiments

Jani Parsons (*October 2022*)

Registered Subjects: Piano, Pedagogy

Gaétan Rouette (*October 2022*)

Registered Subject: Piano

Kathy Dornian (*October 2022*)

Registered Subject: Piano

Teaches at Mount Royal University

Linda Wolstencroft (*November 2022*)

Affiliate Grade 10

Subjects Taught: Piano

Alis Yu An (*December 2022*)

Registered Subject: Piano

Subjects Taught: Piano, collaborative piano, chamber music

Crystal Yang (*January 2023*)

Registered Subject: Flute
Subjects Taught: Flute, Piano, Theory: Rudiments

4.8 OSR (Outstanding Student Recitals), Rachel Baljeu

The 2023 Outstanding Student Recital (OSR) was successfully held on Feb. 11 at St. David's United Church. We had 35! performers, and the recital portion of the event lasted from 4:00-5:30pm. The event lasted another 20 minutes while the jury members chose the scholarship winners and awards were handed out. Following the event, Maryellen sent out the eight scholarships by e-transfer to the recipients, and I also provided teachers with participating students access to the photos taken during the event. I also decided post-event that the seven students who were invited to the event but were not able to attend should still get awarded a certificate (that says congratulations on being accepted to play in the OSR). These were delivered by email to the teachers, and a couple were mailed out.

This year we implemented a two-step process for applying to the OSR. Eligible students applied in September/October to ACRA, and then I received a list of students eligible for the OSR from the ACRA convener. Then in late November another request for information was made for piece selection and recital attendance confirmation.

Prior to this year's recital, I also created and mailed out the scholarship certificates to the winners from the 2022 recital.

4.9 Promotions, Rita Thurn

I will be in contact with a marketing rep who will be advising me on media advertising.

Volunteer Coordinator Lorna Sewell purchased two new sign from Staples. These replaced our signs with the former ARMTA logo. ARMTA Provincial will reimburse our branch up to \$500.

4.10 Rotary C3 (Calgary Concerto Competition), Barbara Robertson

42 young musicians, (age 6-18) provided 2 full days of a variety of concerti on piano, flute, violin and cello. Performance standards were outstanding.

4 winners from the Rotary C3 2023 competition will perform with the Civic Symphony, Sunday June 4. The runners up will perform in a pre-concert in the foyer.

WINNERS:

Jacob Cai, Grieg Piano concerto in A minor, Opus 16, 1st Mvt

Laec Lorentzen, Dvorak Cello Concerto in B minor, 1st Mvt

Robert Mulchrone, Mendelssohn Violin Concerto in E minor, Opus 64 1st Mvt

Sofia Fakeley, Popper Hungarian Rhapsody

RUNNERS UP:

1. Oscar Hanqi Zhang, Mozart Piano Concerto in D minor, Opus 466, 1st Mvt
2. Tessa Nysetvold, DVORAK Cello Concerto in B Minor, opus 104, 1st Mvt
3. Josephine Wen, Mendelssohn Violin Concerto in E minor, Opus 64 1st Mvt
4. Sacha Jorba-Wu, Mozart Violin Concerto No. 5 in A Major, K219, 1st Mvt

ARMTA participation:

9 ARMTA Teachers had 15 competitors
8 ARMTA teachers accompanied 18 competitors
Cathy Stephen and I volunteered during the competition.

The Calgary Folk Club supplied equipment and my husband, John Robertson, livestreamed all performances.

JURY: Lana Henschell, Karl Hirzer, Rolf Bertsch

STEERING COMMITTEE: Manon Mitchell, Barb Robertson, Michael Lipnicki, Nicole Lipnicki, Natalia Molochnikov, Dale Jackson, John Chik

4.11 Sponsorship, Jackie Law

In 2022, we had 9 sponsors for our newsletter Impromptu, bringing in a total of \$2,580. These 9 sponsors are:

Bearspaw School of Music and Arts: \$120	Hafermehl Piano Services: \$300
Music for Young Children: \$180	V.A. Hill Fine Strings: \$300
Ambrose University: \$180	Michael Lipnicki Fine Pianos: \$400
Long & McQuade Musical Instruments: \$300	Yamaha Canada Music Inc.: \$500
Music Makers Calgary: \$300	

4.12 Student Recitals, Alice Monson and Kaylee Read

We did not have a second student recital convener, so several Members at large volunteered to organize recitals.

NORTH RECITAL, Alice Monson

The North Calgary Student Recital was held on November 26th, 2022 at St. David's United Church. There were 15 performers of voice, violin, piano and speech arts with 5 ARMTA teachers sending in students.

ADULT RECITAL, Kaylee Read

The first ever Calgary Branch Adult Student Recital took place at Asylum for Art in Mardaloop on Sunday, February 12th @ 2pm. The theme was "Songs of Love" leading us into Valentine's Day.

The deadline was originally February 2nd, however I extended it to February 8th to account for a few more performers to join. I also allowed for one performer to add an extra piece in dedication

to her previous instructor, since we had time available.

We had 13 students (voice, piano, cello, and violin) from ten different studios register for the recital. The repertoire was from a variety of genres and levels. There was a full house in cafe seating with wonderful servers offering a coffee, drinks, brunch menu, etc. The casual setting created a fun and comfortable atmosphere that helped calm the nerves of the adults performing. We started performances at 2:15pm, after getting everyone settled with their orders. The recital ran until 3:15pm. There were musicians and guests socializing until 4pm. The response from the performers and guests was extremely positive and many people asked when the next adult recital would be!

The \$25 random draw was awarded to Steven Song, a pianist from Wei Chi's studio.

UPCOMING RECITALS:

The next North Calgary Student Recital will be held on May 13th, 2023 at St. David's United Church. A recital is planned for **Cochrane** on May 27, convened by Nathene Arthur

4.13 Volunteer Coordinator, Lorna Sewell

My intention with this position of Volunteer Coordinator was to: facilitate the matching of volunteers with events as required by communicating with the event conveners. It is up to the conveners to identify the jobs to be done for their event and communicate with the volunteer program convener to assist with finding volunteers to do these jobs.

Since last spring's volunteer recruiting, I kept a list of volunteers who were willing to help out with events and followed up when volunteer needs were presented to me. This is a new process and the conveners for events that ran this year mostly found their own volunteers out of teachers who had students participating in their event. Unfortunately, most teachers who expressed interest in helping but very few expressed interest in leading.

For the Music Marathon in June 2023, since it is a fund-raising event, I put out another call to the members in March to try to get it up and running - no one had stepped forward to take on the convenership during the year. I found 6 individuals interested in co-leading/working as a team and of those 6, 3 have committed. It is yet to be seen how successful this is but so far it seems that all team members are invested.

Since there is a team under the leadership of the past-chair that functions as a Nominations committee in the spring prior to the AGM, I'd like to propose that the Volunteer Coordinator initiate additional volunteer recruitment in the fall when there are potentially new members with the start of a new teaching year. The Volunteer Coordinator would then keep a record of members interested in volunteering and work with the event convenerships to help secure volunteers to help with their events.

4.14 Workshops and Events

There is still no convener, but several members have offered to share their expertise for workshops and master classes in 2023-24.

Section 5: Financials

5.1 Financial Statement



ARMTA LOCAL CALGARY BRANCH For the year (03/01/2022) to (02/28/2023)

Assets

Cash-Bank Account	\$47,218.25
Investments	\$ 0.00

Total Assets	\$47,218.25
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Liabilities

\$ 0.00

Total Liabilities	\$0.00
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Income

Membership Fees	\$10,804.11
Sponsorship	\$ 2,630.00
Grants	\$ 0.00

Total Income	\$13,434.11
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Disbursements

Administration	\$ 4,384.13
Communication	\$1,455.78
Programs & Scholarships	\$ 965.60
Community Sponsorship	\$3,400.00

Total Disbursements	\$10,205.51
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This financial statement has been reviewed and approved by:

Ilkim Tongur April 13, 2023 and Jennifer Wolsey April 14, 2023

**THE SIGNED AUDIT IS IN THE POSSESSION
OF THE TREASURER / BOOKKEEPER**

5.2 Auditors' Report



AUDITOR'S REPORT for YEAR-END FEBRUARY 28, 2023

Report on the Financial Statements

Having reviewed the bank accounts and audited the accompanying financial statements, we believe these statements to be accurate to the best of our knowledge.

ARMTA Calgary Local Branch:

Profit & Loss Statement March 1, 2022 to February 28, 2023 – Net Profit 3228.60

Balance Sheet as at February 28, 2023 – Total Cash and Bank 47,218.25

Endowment Society of the Calgary Registered Music Teachers:

Profit & Loss Statement March 1, 2022 to February 28, 2023 – Net Loss (2072.53)

Balance Sheet as at February 28, 2023 – Total Cash and Bank 36,675.99

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit assessment.

In our opinion, the cash flows and financial statements present to be an accurate representation of both organizations' current financial position.

Submitted by:

Ilkim Tongur

April 13, 2023

Jennifer Wolsey

April 14, 2023

**THE SIGNED AUDIT IS IN THE POSSESSION
OF THE TREASURER / BOOKKEEPER**

5.3 Budget

ARMTA CALGARY BRANCH Budget March 1, 2023 to February 28, 2024

Approved at March 20, 2023	Projected	Actual	Variance	Projected
Branch Board Meeting	Budget	Cost		Budget
REVENUE	2022-2023	2022-2023	2022-2023	2023-2024
Membership Fees	12,220.00	10,804.11	(1,415.89)	11,000.00
Sales (Sponsorship)	2,780.00	2,630.00	(150.00)	3,000.00
Branching Out Grant	0.00	0.00	0.00	100.00
Teacher Workshops/Recitals	0.00	0.00	0.00	0.00
Young Artist (CFMTA Competition)	0.00	0.00	0.00	0.00
Misc. Revenue (Student Workshop/Recitals)	0.00	0.00	0.00	0.00
TOTAL REVENUE	15,000.00	13,434.11	(1,565.89)	14,100.00
EXPENSES				
Administration				
Office supplies, photocopies, postage	100.00	137.33	37.33	340.00
Software & Online Services	261.08	293.80	32.72	300.00
Board Member Honorarium	260.00	0.00	(260.00)	292.50
Bank Fees and Business Cheque Printing	70.00	97.70	27.70	260.00
Branch Chair Biannual Expense	400.00	0.00	(400.00)	945.00
Archives (donation to Glenbow Museum)	80.00	0.00	(80.00)	80.00
Contractor Pay: Administrator	4,472.00	3,455.30	(1,016.70)	3,825.00
Treasurer Honorarium – DISCONTINUED 2023-24	400.00	400.00	0.00	0.00
Subtotal	6,043.08	4,384.13	(1,658.95)	6,042.50
Communication				
Member Care (cards, gifts, chair's expenses)	340.00	120.38	(219.62)	200.00
Promotion	300.00	472.50	172.50	300.00
Newsletter Distribution – Postage and Envelopes	230.00	141.86	(88.14)	200.00
Newsletter Printing	640.00	421.04	(218.96)	500.00
Sponsorship Honorarium	300.00	300.00	0.00	300.00
Subtotal	1,810.00	1,455.78	(354.22)	1,500.00
Programs and Grants:				
Branch - Member and Student Programs				
General Meetings/Social gatherings	600.00	375.60	(224.40)	700.00
Teacher Workshop/Honorarium	650.00	121.96	(528.04)	650.00
Mini Professional Development Gatherings NEW	0.00	0.00	0.00	300.00
Conference Grant (MCA and CFMTA)	1,000.00	368.04	(631.96)	1,050.00
Affiliate Grant	500.00	0.00	(500.00)	500.00

Honoured Teacher ACRA Scholarship (Joan Bell 2022-23 only)	100.00	100.00	0.00	0.00
SOCAN License Fees	150.00	0.00	(150.00)	150.00
Subtotal	4,400.00	965.60	(3,434.40)	3,350.00

Community Sponsorship

Calgary Performing Arts Foundation Scholarship	200.00	0.00	(200.00)	0.00
Cassa Musical Arts Scholarship Donation	1,000.00	1,000.00	0.00	1,000.00
Rotary Calgary Concerto Competition Donation	1,000.00	1,000.00	0.00	1,000.00
Calgary Contemporary Showcase Donation	500.00	500.00	0.00	1,000.00
Strathmore Performing Arts Festival	100.00	100.00	0.00	100.00
Airdrie Rotary Festival of Performing Arts	100.00	100.00	0.00	100.00
Bow Valley Music Festival	100.00	100.00	0.00	100.00
Highwood Lions Festival	100.00	100.00	0.00	100.00
Branching Out	250.00	0.00	(250.00)	300.00
CFMTA Conference Donation	500.00	500.00	0.00	
Subtotal	3,850.00	3,400.00	(450.00)	3,700.00

TOTAL EXPENSES	\$16,103.08	\$10,205.51	(5,897.57)	\$14,592.50
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Income Statement (Profit or Loss)	(1,103.08)	\$3,228.60		(492.50)
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Section 6: Election of Members at Large

6.1 Nominations Committee: Beth Olver, Lorna Sewell and Lisa Kiernan

Members at Large: up to 9 total, nominate 6 for 2-year terms – need 2 more

Beth Olver, Kaylee Read, Cindy Speelman have one year remaining in their 2-year terms

Lorna Sewell let her name stand for election for new 2-year terms

Barb Robertson

Angela Frankowski

Sandra Joy Friesen

ARMTA Board Members: need 1 more

Carolyn Steeves is coming to end of first 2-year term and may be appointed again.

Conveners confirmed to continue: Archives -Sara Gobrail, Catering - Nadia Khlynovskaya, Communications - Barb Robertson, Impromptu - Rachel McLellan, New Members- Melodie Archer, Promotion – Rita Thurn, Outstanding Student recital – Rachel Baljeu, Rotary Calgary concerto Competition (RC3) – Barb Robertson, Sponsorship - Jacqueline Law, volunteer coordinator – Lorna Sewell, Endowment Society Projects - Nathene Arthur

Convener vacancies: In addition to seeking leaders to convene, volunteers to assist have been noted.
ARMTA Calgary Recital and Awards (ACRA)

- Seek 4-6 volunteers to assist ACRA/OSR:

- *Barb Robertson*
- *Amelia Farahbakhsh*
- *Looi Tan*
- *Crystal Yang*
- *Kathy Dornian*
- *Sarah Irwin*

Music Marathon

- 4-6 volunteers to assist
 - *Looi Tan*
 - *Crystal Yang*
 - *Sarah Irwin*
 - *Monique Fournier*

Social Media

Student Recitals - Member at Large to coordinate with volunteers who will do at least one recital each

- *Marissa Fera (south)*
- *Kaylee Read (adult recital)*
- *Alice Monson*
- _____
- Assist on day of
 - *Crystal Yang*
 - *Kathy Dornian*
 - *Sarah Irwin*
 - *Margaret Brentnall*

Workshops & Events

- seek 2 – 4 volunteers to each arrange/host one professional development event
 - *Melodie Archer*
 - _____
- seek 2 – 4 volunteers to share expertise at a small gathering
 - *Looi Tan*
 - *Kathy Dornian*
 - *Jani Parsons*
 - *Yang Gao*
 - *Jennifer Latta*
 - *Gloria Chu*
 - *Ilkim Tongur*
 - *Plamen Paskalev*

Adjourn 2023 ARMTA Calgary Branch Meeting

Part 2: Endowment Society of the Calgary Registered Music Teachers

Section 7: Agenda

1. Call to Order
 2. Approval of Agenda
 3. Approval of Minutes from May 2022 AGM
 4. Business Arising from the Minutes (none)
 5. Reports from Conveners
 6. Financial Statements for the Previous Year
 7. Presentation of 2023-24 Budget
 8. New business
 9. Adjournment of Endowment Society Meeting
-

Section 8: Meeting Minutes from AGM May 9, 2022

Endowment Society of the Calgary Registered Music Teachers

Meeting called to order at: 11:01 am

Motion No.1

Approval of Agenda

Rachel McLellan moved to accept the agenda as altered.

Lisa Kiernan seconded the motion.

Motion carried.

Motion No.2

Approval of Minutes from May 2021 AGM

Rachel McLellan moved to accept the minutes.

Nathene Arthur seconded the motion.

Motion carried.

Motion No.3

Approval of Convener Report

Lisa Kiernan moved to accept the minutes.

Lorna Sewell seconded the motion.

Motion carried.

Presentation of Financial Reports

Treasurer Denisha Teichroeb presented the Profit & Loss Statement and the Balance Sheet.

Motion No.4

Approval of Financial Statements

Denisha Teichroeb moved to accept the financials.

Lisa Kiernan seconded the motion.

Motion carried.

Motion No.5

Approval of Auditors' Report

Denisha Teichroeb moved to accept the financials.

Nathene Arthur seconded the motion.

Motion carried.

Treasurer Denisha Teichroeb presented the budget.

New Business - none

Announcements

William Andrews Award: need a volunteer

Branching Out – Frances Ewington volunteered

Conference Grant

Affiliate Grant

Presentations and door prizes

Flowering Plants Presented as a thank you to:

Departing board members:

Lisa Kiernan, Past Chair and ACRA ♦ Denisha Teichroeb, Treasurer ♦ Mary Jane Vandekerkhove, Member at Large ♦

Departing conveners

Tanya Foster, ACRA ♦ Laura Whitehead, Music Marathon ♦ Ron Proctor, OSR ♦ Elizabeth Clarke, PPG ♦ LaDonna Ahenda, Scholarships & Grants ♦ Josee Robitaille, Frances Ewington and Han Ding, Student Recitals ♦ Looi Tan, Workshops and Events

Continuing conveners and board members:

Jacqueline Law, Sponsorship ♦ Rachel McLellan, Impromptu Editor ♦ Barb Robertson (on the board for 25+ years) RC3, Communication and Provincial Board Rep ♦ Rita Thurn, Promotions ♦ Nadia Khlynovskaya, Catering ♦ Sara Gobrail, Archives ♦ Frances Ewington, Member at Large and Branching Out ♦ Carolyn Steeves, Provincial Rep ♦ Nathene Arthur, CFMTA Delegate and Endowment Society Projects

Thank you to Outgoing Chair, Beth Olver

Presented with a coffee plant

Adjournment of 2022 Endowment Society Meeting at 11:21 am

Section 9 Convener Reports

9.1 Endowment Society Projects, Nathene Arthur

COMMITTEE MEMBERS: Nathene Arthur, Carolyn Steeves, Laura Whitehead, Denisha Teichroeb

The Endowment Society Projects Committee has worked on three projects for students this year: the Poster Competition, the Video Competition, and the new Dual Excellence Award. This is the second year for the Poster and Video Competitions. The inaugural Dual Excellence Award will launch in September for 2022-23.

In the Poster Competition there were regrettably no entries in the 13 years and older category and 18 entries in 12 and under. The committee decided to regroup the younger students so the prizes could still be awarded as planned.

Group A: 11-12 years of age

Group B: 10 & under

Judging is underway and 1st, 2nd and 3rd in each group will be awarded with the option of an Honorable Mention. The Committee is considering making the Poster Competition a 12 and under competition moving forward.

This year's Video Competition deadline is June 1, 2023. Full contest details are available on the ARMTA Calgary website.

Section 10: Financials

10.1 Financial Statement

ENDOWMENT SOCIETY OF THE CALGARY REGISTERED MUSIC TEACHERS

For the year (03/01/2022) to (02/28/2023)

Assets

Cash-Bank Account	\$11,355.99
Investments	\$25,320.00

Total Assets	\$36,375.99
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Liabilities

\$0.00

Total Liabilities	\$0.00
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Income

Donations	\$ 5,831.76
Investments	\$11,718.32

Total Income	\$17,550.08
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Disbursements

Scholarships & Programs	\$ 9,373.21
Administration	\$ 249.40
Purchase of Investments	\$10,000.00

Total Disbursements	\$19,622.61
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This financial statement has been reviewed and approved by:

Ilkim Tongur April 13, 2023 and Jennifer Wolsey April 14, 2023

**THE SIGNED AUDIT IS IN THE POSSESSION
OF THE TREASURER / BOOKKEEPER**

10.2 Auditors' Report

The audit for Endowment Society is included with the audit for ARMTA Calgary Branch. See Section 5.2.

10.3 Budget

ENDOWMENT SOCIETY OF THE CALGARY REGISTERED MUSIC TEACHERS

Budget March 1, 2023 to February 28, 2024

Approved at March 20, 2023 Branch Board Meeting	Projected Budget 2022-2023	Actual Cost 2022-2023	Variance TBD 2022-2023	Projected Budget 2023-2024
REVENUE				
Donations				
ACRA	700.00	850.00	150.00	600.00
Canada Helps - ACRA	115.80	514.65	398.85	200.00
Music Marathon	0.00	2,282.35	2,282.35	0.00
Canada Helps - Music Marathon	3,200.00	2,184.76	(1,015.24)	0.00
Canada Helps - General	0.00	0.00	0.00	480.00
Sponsorship Program	0.00	0.00	0.00	0.00
Total Donations	4,015.80	5,831.76	1,815.96	1,280.00
Investments				
Calgary Foundation Grant	765.00	919.00	154.00	925.00
5-Yr GIC (\$11,000 Redeemable Nov 23, 2023)	0.00	0.00	0.00	11,000.00
3-Yr GIC (\$5000 Redeemable Nov 23, 2024)	0.00	0.00	0.00	0.00
5-Yr GIC (\$3570 Redeemable Nov 20, 2025)	0.00	0.00	0.00	0.00
3-Yr GIC (\$5000 Redeemable Nov 28, 2025)	5,000.00	0.00	(5,000.00)	0.00
Investment - principle paid at term	0.00	10,000.00	10,000.00	0.00
Interest from GIC	700.00	799.32	99.32	1,875.00
Total Investment Income	6,465.00	11,718.32	5,253.32	13,800.00
Total Revenue:	10,480.80	17,550.08	7,069.28	15,080.00
EXPENSES				
Student Program & Grants				
ACRA Scholarship Awards	2,200.00	4,100.00	1,900.00	2,580.00
ACRA Recital Expenses	1,400.00	767.75	(632.25)	1,400.00
OSR Scholarship Awards	400.00	700.00	300.00	500.00
OSR Expenses	0.00	216.56	216.56	350.00
Music Marathon Awards	100.00	100.00	0.00	0.00
Music Marathon Expenses	1,050.00	801.78	(248.22)	1,000.00
Student Recital Awards	150.00	50.00	(100.00)	150.00
Student Recital Expenses	1,200.00	587.12	(612.88)	1,200.00
Provincial Competition Scholarships	100.00	100.00	0.00	0.00

(String/Voice)				
Endowment Society Projects	3,000.00	1,950.00	(1,050.00)	1,600.00
Total Scholarships & Programs	9,600.00	9,373.21	(226.79)	8,780.00
Administration				
Bank Fees and Business Cheque Printing	75.00	249.40	174.40	100.00
Total Administration	75.00	249.40	174.40	100.00
Purchase of Investments				
Purchase of GIC	5,000.00	10,000.00	5,000.00	11,000.00
Total Investments	5,000.00	10,000.00	5,000.00	11,000.00
Total Expenses	\$14,675.00	\$19,622.61	\$4,947.61	\$19,880.00
Income Statement (Profit or Loss)	(\$4,194.20)	(\$2,072.53)		(\$4,800.00)

Adjourn 2023 Endowment Society Meeting
