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### **Calgary Branch Board Meeting**

Date: June 16, 2025

Place: Zoom

### **MINUTES of MEETING**

**CHAired BY:** Sandra Joy Friesen

**RECORDING SECRETARY:** Maryellen Pankratz

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

**Members Present:** Barb Robertson, Sandra Joy Friesen, Erika Gomez, Mandy Loban-Jordan, Alexandra Andrievsky, Angela Frankowski, Looi Tan, Nathene Arthur, Carolyn Steeves

**Regrets:** Marissa Feria

**Late Arrivals:** Nathene 10:36 / Carolyn 10:38

**Guests:** Babur Tongur

#### **OPEN ARMTA CALGARY MEETING**

ARMTA CALGARY meeting called to order at 10:04 am.

## **SECTION 1: MEETING MINUTES pages 1-2**

### **2. Approval of the Agenda**

Addition: 9.1 Endowment Society Project Report received late (see report below)

addition: 6.1 Babur Tongur

additions: Student recitals June 21

**MOTION:** Alexandra moved to accept the agenda as presented. Erika seconded the motion. Carried.

### **3. Approval of the Minutes of the meeting of May 26, 2024**

**MOTION:** Mandy moved to accept the May meeting minutes. Alexandra seconded the motion. Motion carried.

### **4. Approval of Consent Agenda (reports for information, no discussion required)**

**MOTION:** Barb moved to accept the consent agenda. Angela seconded the motion. Motion carried.

### **5. Follow-up/Tabled Business from May**

5.1 Wording for website from the AGM Motion #4: ARMTA Calgary recommends a minimum rate as of 2025 for private studio teachers at \$79/hour. ARMTA Calgary recognizes that teachers have different levels of education and experience and will charge accordingly.

ACTION: Maryellen will add the paragraph to the website under the "Teachers" menu.

5.2 Email Circular sign-up for parents (included in May Minutes)

MOTION: Erika moved to put the parent email circular into play. Angela seconded the motion. Carried.

ACTION: Maryellen will put a couple finishing touches on the sign-up page and then ask Barb to email the invitation from 7.2 of the May 26 meeting minutes.

5.3 Sponsorship Tiers Approval (revised attachment)

Approved

ACTION: Maryellen will put Vivace back to its original \$700, as agreed during the meeting, will post on the "Impromptu" webpage and will share with the new Sponsorship Convener, Andrea Case.

5.4 Sponsorship Convener Job Description (attachment)

Approved

ACTION: Maryellen will update the Convener Job Description document and post online.

5.5 Recital Convener/Host Job Description (attachment)

Approved

ACTION: Maryellen will update the Convener Job Description document and post online.

## **6.1 Other Business**

**ACTION:** Babur will write an email for Barb to send out asking the membership to visit our social media pages, "like" our Facebook page, and invite them to share what they find appropriate on their own websites.

## **7. Announcements**

Correction to next Board meeting - should be September 15 (not 16) at 10:00 am.

Calgary branch meeting adjourned at 10:59 am.

## SECTION 2: AGENDA pages 2-3



Calgary Branch Board Agenda      June 16, 2025, 10:00 AM

Via zoom <https://zoom.us/j/5972081431?pwd=cWRpSUo0WENhZVZjUG9SNIVOTTdHdz09>

Chair: Sandra Joy Friesen

Vice Chair: Alexandra Andrievsky

Administrator: Maryellen Pankratz

Members at Large: Barbara Robertson, Carolyn Steeves, Angela Frankowski, Sandra Joy Friesen, Erika Gomez, Mandy Loban-Jordan, Alexandra Andrievsky, Nathene Arthur, Looi Tan, Marissa Feria

Bookkeeper/Treasurer: Maryellen Pankratz

ARMTA Provincial Board Rep: Sandra Joy Friesen

Endowment Society: Nathene Arthur

Regrets: Marissa Feria

### **1. Welcome, Call to Order**

### **2. Approval of Agenda**

### **3. Approval of Minutes** from May 2025 (attachment)

#### **4. Approval of Consent Agenda** (reports for Information only)

4.1 Catering, Nadia Khlynovskaya

4.2a Music Marathon, Lorna Sewell

4.2b Music Marathon, Nadia Khlynovskaya

Kudos to the Music Marathon Team for a hugely successful event!

4.3 Social Media, Babur Tongur

4.4 Bookkeeper, Maryellen Pankratz

4.5 Chair, Sandra Joy Friesen

4.6 Young Artist Tour, Sandra Joy Friesen

4.7 Jon Kimura Parker Masterclass, Barb Robertson

### **5. Follow-up/Tabled Business from May**

5.1 Wording for website from the AGM Motion #4: ARMTA Calgary recommend a minimum rate as of 2025 for private studio teachers at \$79/hour.

5.2 Motion for Email Circular sign-up for parents (included in May Minutes)

- 5.3 Sponsorship Tiers Approval (revised attachment)
- 5.4 Sponsorship Convener Job Description Approval (attachment)
- 5.5 Recital Convener/Host Job Description Approval (attachment)

## **6. Other Business**

## **7. Announcements**

Next Board meeting September 16, 2025; 10:00 am  
Adjourn Branch Board meeting  
Student Recital June 21, 2025 (announcement added during meeting)

## **9. Endowment Society Meeting**

9.1 Endowment Projects, Nathene Arthur

## **SECTION 3: REPORTS pages 4-9**

### **4.1 Catering, Nadia Khlynovskaya**

Food expenses for the GM on May 12th, 2025, amounted to \$90.46. The number of attendees is 32.

### **4.2a Music Marathon, Lorna Sewell**

Music Marathon 2025 was a huge success. Sunridge Mall was very happy to work with us and is looking forward to partnering with us again next year. Performers, family members, mall patrons and teachers all offered positive feedback. Thank-you to all the volunteers who brought Music Marathon 2025 to fruition. The team of co-conveners consisted of Sandra Narvaez, Nadia Khlynovskaya, and Lorna Sewell. At the event, Sandra Joy Friesen joined Nadia and Lorna for the entire day. Sandra Narvaez was unable to attend due to a previous commitment. April Leung volunteered all morning as a “floater/photographer” and Mary Martell volunteered from 1:30pm for a part of the afternoon.

Scott McNamara, the Marketing Manager, provided the chairs, tables and back-drop to create a sense of stage and seating area in the Center Court. He had this set up for us by the time I arrived at 8:30am. Scott also provided tables and table cloths for our performer check-in area.

Nadia Khlynovskaya’s husband, Russ, again very generously took care of arranging, delivering, setting up, and monitoring the sound equipment rental from Long & McQuade for the entire event.

As in years past, Steinway Piano Gallery provided at no charge, their Boston GP 217, 7ft Grand Piano. We were only obligated to pay for the delivery, in the amount of \$700. Their intention was to deliver a sandwich board to advertise their business but they neglected to send it with the piano. It’s a good idea so we will encourage them to send that next year. Nadia met the piano movers when they delivered the piano to Sunridge Mall at 8:00 am on May 24<sup>th</sup>; they returned to the venue to pick up the piano at 5:00pm.

Insurance certificates were required for the event. Marsh Canada Limited continues to be the insurance provider for ARMTA. The only cost for this is for the floater to cover the grand piano in the amount of \$150.

The check-in flow was as follows: Sandra Joy checked students in and ensured that the photo/video consent forms were signed for each performer and directed the flow of people toward Lorna who collected and recorded donations as well as wrote receipts as requested. Nadia was responsible for ensuring that each performer received a special 10<sup>th</sup> Anniversary music bag. Sandra Joy skillfully took on the role of master of ceremonies throughout the day between studio groups. She also kept the piano singing to fill gaps that occurred due to a few students arriving late or canceling last minute.

The total number of performers who were scheduled to perform was 86. The number who actually performed was 74. Each student who participated was given a special music bag that was printed with the ARMTA logo and Music Marathon 10<sup>th</sup> Anniversary encircling the logo. This was well received. The remaining bags at the end of the day will be offered to participating teachers. The extra expense for these bags was \$354.48. While we had hoped to decorate the area to draw attention to the 10<sup>th</sup> Anniversary of Music Marathon, the co-conveners decided to forgo this due to the cost.

Donations collected at the event:

Cash donations	\$1567 (actual cash; the recorded cash donations were \$1577)
Cheque donations	\$ 150
Canada Helps donations	\$1851
TOTAL	\$3,568

NOTE: an additional \$100 was a corporate matched online \$donation for Christian Bracho)

Prizes awarded:

#1 fundraiser	Tia Podesky	Amount raised: \$625	Karen Gerelus' student
	Studio Bell annual family membership		
#2 fundraiser	Maragaret Chen	Amount raised: \$300	Sandra Joy Friesen's student
	Studio Bell one visit, up to 4 admissions		
#3 fundraiser	Christian Bracho	Amount raised: \$200	Nadia Khlynovskaya's student
	Studio Bell one visit, up to 4 admissions		
	*Michael McGuire	Amount raised: \$200	Amanda Kinnear's student
	Stage West tickets (2)		
Random draw #1	Tania Li	Student of Nadia K	One pair of CPO tickets
Random draw #2	Iris Zheng	Student of Nadia K	\$30 cash from ARMTA Calgary
Random draw #3	Darius Atkinson	Student of Lorna S	\$30 cash from ARMTA Calgary

NEW this year: Studio Spirit Award

This goes to the teacher whose studio collected the most total donations for the 2025 Music Marathon. This was awarded to Nadia K. The prize is a pair of tickets to Stage West Dinner Theatre. Nadia's studio contributed \$1821.44 to this year's fund-raiser. Congratulations to Nadia! Due to the tied 3<sup>rd</sup> place fund-raiser, Nadia has kindly donated her prize to \*Michael McGuire.

Recommendations/Considerations for 2026:

1. Recruit an additional volunteer for the convener team
2. Clarify minimum donation on all materials
3. Create studio fund-raising challenges; come up with ideas for teachers to use to this end.
4. Can we start earlier next year? Possibly when the mall doors are open?
5. Sunridge Mall (Scott McNamara) was fantastic to us. We should continue with them for the near future. Perhaps in the more distant future we can explore other quadrants of the city for different venues
6. If students wish to use a music stand, we need to make it clear that they are responsible for arranging that.
7. Talk to Scott about the idea of tenants of the mall offering gift cards for shoppers who stop to donate a minimum of \$20.
8. Tentative date for Music Marathon 2026 is Saturday, May 30, 2026.

#### **4.2b Music Marathon, Nadia Khlynovskaya**

The expenses for sound equipment rental for the Music Marathon on May 24th, 2025, totaled \$86.10.

The costs for gifts in celebration of the 10th anniversary (100 tote bags) amounted to \$354.48.

#### **4.3 Social Media, Babur Tongur**

After May 12, 2025 I accessed ARMTA Calgary Facebook and Instagram Accounts. For these previous social media convener Miss Nadia Khlynovskaya, Dr Ilkim Tongur and our Chair Sandra Joy Friesen helped me. Since then I posted the following on ARMTA Calgary Facebook page:

9. 2025 ARMTA Calgary Young Artist Tour,
10. ARMTA Calgary Connecting students with music teachers,
11. Scholarships 2025 ARMTA,
12. ARMTA Calgary Student Recitals for all instruments June 21 2025,
13. ARMTA Calgary Jon Kimura Parker Master Class June 1 2025,
14. ARMTA Community Service Award,
15. ARMTA 2025 Provincial Piano Competition, winner Jaydon Zhuang,
16. ARMTA Calgary 2025 Alberta Music Festival Association First Place Anna Yin Class 320.

If you would like to share content related to ARMTA on ARMTA's social media pages, you can email me at [baburtongur@gmail.com](mailto:baburtongur@gmail.com).

In the process I discovered that we are not able to share links in instagram page. If you send me your posts as a link, I can share them on the ARMTA Calgary Facebook page. If you send them as pictures or videos, I can post them on both the ARMTA Calgary Instagram and Facebook pages. I am constantly updating the posts so that our social media news can be widespread. It would also be very useful for our members to visit our Facebook and Instagram pages as much as possible and share what they find appropriate on their own pages. It would be helpful if we could increase the engagement.

Although I have many years of experience with computers, the internet, media, and public relations for associations, I am still new to my role as the ARMTA Calgary social media convener. Because of this, your reminders and feedback are very important to me during my first year.

Please don't hesitate to let me know if you have any comments or suggestions about my work.

#### 4.4 Bookkeeper, Maryellen Pankratz

**Bank balances** as of June 10, 2025:

\$34,439.52 ARMTA Calgary Branch

\$11,013.33 Endowment Society

#### ARMTA Calgary GICs

Name1	Name2	Amount	Purchased	Matures
GIC1	Cdn Bank Market Smart	\$8,000	Nov 17, 2023	Nov 17, 2025
GIC2	Cdn Bank Market Smart	\$16,000	Nov 17, 2023	Nov 17, 2028
		<b>\$24,000</b>		

#### Endowment Society GICs

Name1	Name2	Amount	Purchased	Matures
GIC1	Peter Turner Scholarship	\$3,570	Nov 20, 2020	Nov 20, 2025
GIC3	Morning Musicales Scholarship	\$5,000	Nov 28, 2022	Nov 28, 2025
GIC4	Cdn Bank Market Smart	\$11,000	Dec 1, 2023	Dec 1, 2026
GIC2	Cdn Bank Market Smart	\$5,000	Nov 22, 2024	Nov 22, 2027
		<b>\$24,570</b>		

#### 2025 Music Marathon tally to-date:

##### Donations

1717.00 cash and cheque

1938.93 via Canada Helps

**3655.93 Total Received**

##### Expenses

86.10 audio equipment

60.00 random draws

66.08 volunteer lunches

354.48 10th anniv. student tote bags/gifts

150.00 piano insurance

735.00 piano moving

**1451.66 Total Expenses**

#### 4.5 Chair, Sandra Joy Friesen

#### 2025 Music Marathon Net Income

3655.93 Donations

1451.66 less Expenses

**2204.27 Net Income**

#### Year-by-Year Donation Comparison

2025 \$3655.93 (Sunridge Mall Sat. May 24th)

2024 \$4320.55 (Chinook Centre Sat. May 25th)

2023 \$3394.72 (Heritage Park Sat. June 10th)

2022 \$4467.11 (Heritage Park Sat. June 4th)

2021 no marathon

2020 no marathon

Followed up with Nominating Committee to recruit more volunteers for the future

Discussion with Sponsorship Convener Jackie Law to thank her for her past involvement and kindly ask her to step aside and let someone with better technical and communicative skills to take over the position.

Discussion with Promotions Convener Rita Thurn on more pro-active involvement to events

Volunteered for the day at Music Marathon

Sponsorship Tiers: working with Maryellen and Barbara to get this information updated

Facilitated Young Artist Tour Concert, following up with a report to CFMTA

Requesting scholarship funding from Provincial for RC3 2026

Continue general correspondence as necessary (teachers approaching with music and ARMTA-related questions)

Correspondence with other ARMTA teachers (John Burge/ON and Carmen Letourneau/Lethbridge) for 2025-26 workshops/masterclasses

5 Milestone Gifts will be delivered in person to those recipients through July

#### **4.6 Young Artist Tour, Sandra Joy Friesen**

Concert held June 1, 2025, at 5:30 pm, at the Steinway Piano Gallery in Calgary.

Pianist Zijia (Jaydon) Zhuang performed  
Free Admission

#### **Expenses**

Program printing \$24.78

Venue fee \$150.00

One night hotel \$300.94 (submitted by the mother Yvonne)

Mileage for travel from Edmonton (mileage km can be provided by Yvonne)

Steinway actually charged us for using their venue for this concert. It is recital season and they provide their venue (just like Lipnicki Gallery) free of charge to teachers for recitals, but Ian wasn't prepared to provide this for us. For next time in 2027, I hope to get a free evening date at Lipnicki's, like we did in 2023. This year, we just couldn't find an available date that worked for the pianist.

#### **4.7 Jon Kimura Parker Masterclass, Barb Robertson**

Jon Kimura Parker was awesome. He is kind and patient with superb musical and technical advice. Best of all, he met the kids at the age and level they were playing at. They all improved on the spot.

Here are some future recommendations.



- We need more time to organize, advertise and run events. This event needed more time to get performers.
- We need contact info for performers to verify that they are actually going to play.
- This event was for ARMTA students. We had non ARMTA students playing. We are trying to promote ARMTA by having special opportunities for our teachers and their students. One past ARMTA teacher asked me why she did not know about the event. I explained that it was for ARMTA students. She then said, but 2 non ARMTA teachers have students playing.. How did they get permission to play?
- Attendance by teachers and other students was poor. There should have been more advanced advertising. Also during prime Friday teaching time, many teachers were unable to go. And, it was already a very busy weekend for our volunteers.
- ARMTA teachers should be allowed a limited number of students to perform, but because of the short time line to register, not many teachers were able to take advantage of the situation.
- Parking at Mount Royal is very expensive...
- We should have made sure that Honens knew our maximum financial commitment - we were to rent the space and provide some food. If we had St. David's the rent would have been cheaper and the \$300 would have covered both.
- The space and pianos were awesome.

Jon Kimura Parker will be back at future dates. We should try to organize this again.

### **9.1 Endowment Projects, Nathene Arthur** (9.1 added during meeting)

The Calgary Endowment Projects Committee has four projects this year.

Our inaugural Story Competition has started well. We had entries in all three school-grade categories. We awarded 1st, 2nd and 3rd cash prizes in each category. There were a total of 16 entries. We re-arranged the school grade categories so that we had a better balance of entries in each of the three classes. We are looking forward to reading those stories in the fall. Many thanks to our ARMTA volunteer judges Angela Frankowski, Bronwyn Schumann, and Donna Holstine Vander Valk.

Our 2025 Poster Competition has a new registration deadline of July 2, 2025.

Our 2025 Video Competition has a new deadline of September 14, 2025, so it is not so near in date with the Poster Competition.

And our 2025 DETSA Competition deadline is Sunday, November 30th.