

Minutes of Executive Meeting

March 17, 2017

Canadian Federation of Music Teachers' Associations Fédération
Canadienne des Associations de Professeurs de Musique

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CANADIAN FEDERATION OF MUSIC TEACHERS' ASSOCIATIONS
FÉDÉRATION CANADIENNE DES ASSOCIATIONS DE PROFESSEURS DE MUSIQUE

Minutes of CFMTA/FCAPM Executive Meetings March 17, 2017

Agenda Items	Executive Meeting March 17, 2017			
Call to Order	President Cynthia Taylor called the meeting to order at 9:00am			
Recording the meeting	<p>Motion 1: That today's meeting be recorded for the purpose of completing the minutes.</p> <p>Move: Tiffany Wilson Second Lynn Ewing</p> <p>Vote: Unanimous</p>			
Welcome	Cynthia Taylor welcomed the Officers, Executive Committee, and Chairpersons to the meeting. She also welcomed the new Delegates who were attending the meeting for the first time.			
Attendance	Officers			
	Cynthia Taylor Tiffany Wilson Charline Farrell Cathleen Gingrich Lois Kerr	President Vice President Past President Secretary Treasurer		
	<p>Delegates</p> <table border="0" style="width: 100%;"> <tr> <td style="width: 50%;"> Marlaine Osgood, ARMTA First Delegate Carol Schlosar, BCRMTA First Delegate Gina Wedel, MRMTA First Delegate Barbara Long, NBRMTA First Delegate Lorna Wanzel, NSRMTA First Delegate Joan Woodrow, NLRMTA First Delegate Susan Jones, ORMETA, First Delegate Stephanie Cole, PEIRMTA, Delegate Patricia Meunier, QMTA Delegate Laureen Kells, SRMTA First Delegate Annie Avery, YRMTA First Delegate </td> <td style="width: 50%;"> Beth Olver, ARMTA Second Delegate Joanne Lougheed, BCRMTA Alternate Delegate Leanne Hiebert, MRMTA Second Delegate Catherine Bartlett, NBRMTA Second Delegate Jennifer King, NSRMTA Alternate Delegate Elizabeth Tithecott, ORMETA, Second Delegate Marybelle Frappier, QMTA Second Delegate Lynn Ewing, SRMTA Second Delegate Danette Readman, YRMTA Second Delegate </td> </tr> </table> <p>Communications Coordinator: Dina Pollock</p> <p>Chairs</p> <p>Patricia Frehlich, Public Relations & Marketing, Professional Development & Research Po Yeh, Canada Music Week</p>		Marlaine Osgood, ARMTA First Delegate Carol Schlosar, BCRMTA First Delegate Gina Wedel, MRMTA First Delegate Barbara Long, NBRMTA First Delegate Lorna Wanzel, NSRMTA First Delegate Joan Woodrow, NLRMTA First Delegate Susan Jones, ORMETA, First Delegate Stephanie Cole, PEIRMTA, Delegate Patricia Meunier, QMTA Delegate Laureen Kells, SRMTA First Delegate Annie Avery, YRMTA First Delegate	Beth Olver, ARMTA Second Delegate Joanne Lougheed, BCRMTA Alternate Delegate Leanne Hiebert, MRMTA Second Delegate Catherine Bartlett, NBRMTA Second Delegate Jennifer King, NSRMTA Alternate Delegate Elizabeth Tithecott, ORMETA, Second Delegate Marybelle Frappier, QMTA Second Delegate Lynn Ewing, SRMTA Second Delegate Danette Readman, YRMTA Second Delegate
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Acceptance of Agenda	<p>Amendments to the Agenda:</p> <p>Add Report from the Vice President</p> <p>Add Communications Coordinator in place of CMT report, which also includes the Webmaster.</p> <p>Switch order of Update from the Personal and Piano Competition prize sponsorship.</p> <p>Secretary Position</p> <p>Branching Out is moved to Discussion Topics</p> <p>Motion 2: To accept the Agenda as amended.</p> <p>Move: Lorna Wanzel Second: Annie Avery</p> <p>Vote: Unanimous</p>			

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<p>Executive Meeting Minutes - July 2016</p>	<p>Suggestion: Previous year’s minutes be circulated with the reports.</p> <p>Motion 3: That the minutes from CFMTA/FCAPM meeting 2016 be adopted as circulated.</p> <p>Move: Lorna Wanzel Second: Laureen Kells</p> <p>Vote: Unanimous</p>
<p>Correspondence</p>	<p>Cathleen Gingrich gave a short update regarding the communications that have been received at the office of the CFMTA/FCAPM. Mail received included a Christmas card from the Governor General of Canada.</p>
<p>Report from the President</p> <p>Report from the Office of CFMTA/FCAPM</p> <p>Report from the Treasurer</p> <p>Report from the Vice-President</p>	<p>Recommendation was made that when the officers include motions in their report a date should be noted.</p> <p>Cathleen Gingrich spoke about the work that went into creating the meeting and travel information made by all the officers, and at the officer level.</p> <p>Lois Kerr spoke about the challenges with address changes.</p> <p>Tiffany Wilson thanked the chairs on her two committees: Finance, Baltimore - for their hard work and dedication throughout the year.</p> <p>Motion 4: To accept the Officer’s Reports as circulated.</p> <p>Move: Barbara Long Second: Joan Woodrow</p> <p>Vote: Unanimous</p>
<p>CFMTA Funds Report</p> <p>Financial Statements to November 30, 2016</p>	<p>Lois presented the CFMTA/FCAPM Funds report she had circulated. She did this in order to clarify the different funds, as they are not represented clearly on the yearly Financial Statements and Audit.</p> <p>Lois clarified that our “Trust” accounts are not in fact trusts, yet we refer to them as such as we just administer these funds.</p> <p>Restricted Funds were outlined and questions were answered. She pointed out that the Awards and Competitions Fund is used for the Piano Competition expenses.</p> <p>She made reference to the low interest rates we are currently experiencing, 0.6% is what we are receiving on our Endowment Funds.</p> <p>Lorna Wanzel noted that our 2017 meeting and conference with MTNA is an unconventional convention and that is why the Restricted Conventions fund is not used this year.</p> <p>Lois reviewed the Balance Sheet as circulated. Questions were answered as they arose.</p> <p>Lois reviewed the Profit & Loss Statement as circulated. Questions were answered as they arose.</p>

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	<p>Motion 5: To accept the Financial Statements to November 30, 2016.</p> <p>Move: Carol Schlosar Second: Lynn Ewing</p> <p>Vote: Unanimous</p>
<p>Payment of Accounts</p> <p>Finance Chair Report</p>	<p>Motion 6: That all accounts be paid up to the end of our CFMTA/FCAPM fiscal year 2017.</p> <p>Move: Lorna Wanzel Second: Gina Wedel</p> <p>Vote: Unanimous</p> <p>Tiffany Wilson reminded the delegates about the change in CFMTA/FCAPM fees that were increased to \$30 per member, which was approved at the July 2016 meetings and would be taking effect for the 2017 fiscal year.</p> <p>Tiffany also requested of all the delegates that when sending Expenses to Lois that they please use their credit cards in Baltimore and then wait for their statements to arrive, and to send these to Lois when submitting receipts.</p> <p>Tiffany gave an update about the change of the financial year-end. Lois and Christene Scrimgeour are still working to change this. This will be hopefully all applied for by May 2017 and to take affect by 2018.</p> <p>Motion 7: That a cap of \$75 per diem on meal expenses reimbursed during our annual meeting /conventions for officers and chairs, commencing June 1, 2017.</p> <p>Move: Lorna Wanzel Second: Barb Long</p> <p>Vote: Unanimous</p> <p>Tiffany Wilson adds her thanks to the Officers for all their work this year. A special mention to Charline Farrell and Cynthia Taylor was made for their patience and wonderful mentorship over the last year.</p> <p>Motion 8: To accept the report of the Finance Committee Chair as circulated.</p> <p>Move: Tiffany Wilson Second: Charline Farrell</p> <p>Vote: Unanimous</p>

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<p>Standing Committee Reports</p> <p>Awards and Competitions</p>	<p>Sue Jones presented the Delegates with a program for the Piano Competition.</p> <p>Motion 9: That piano competition random selection be done after the Competition deadline.</p> <p>Move: Sue Jones Second: Joan Woodrow</p> <p>Vote: Unanimous</p> <p>Motion 10: That all competition applications be an on-line process with payment accepted by e-transfer, PayPal or cheque commencing May 15, 2017.</p> <p>Move: Barbara Long Second: Beth Olver</p> <p>Vote: Unanimous</p> <p>The motion was discussed with opinions from various delegates and chairs. The Essay competition would be the first competition to use this form of application.</p> <p>Sue thanked Cathleen Gingrich for obtaining donated prizes for the competitors from the Canadian Music Centre in BC.</p> <p>Sue also asked for a new member of her committee. Annie Avery has joined the committee. She concluded by asking all of the delegates to please attend the competition.</p>
<p>BREAK</p>	
<p>Standing Committee Reports (continued)</p> <p>Bylaws and P & P</p> <p>Canada Music Week</p>	<p>Lorna Wanzel reminded the executive about the changes to the P&P and how to do so. The date at the end of her report should read 2016 and not 2017.</p> <p>Motion 11: That all files created by CFMTA/FCAPM officers, contracted positions, chairs, and volunteers for CFMTA/FCAPM and shall be forwarded to successors of positions and the national office effective immediately.</p> <p>Move: Barbara Long Second: Elizabeth Tithecott</p> <p>Vote: Unanimous</p> <p>Po Yeh reviewed the 4 programs that are in her portfolio. Composition Competition, Essay Competition, William Andrews Award and the Call for Compositions.</p> <p>She thanked Lorna Wanzel for her continued support of the Essay Competition.</p>

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<p>Nominations Report</p> <p>Professional Development and Research</p> <p>Public Relations and Marketing</p>	<p>Po thanked Carol Schlosar for her suggestion for the Call for Compositions for the Canada 150 year. She also thanked Cindy Taylor and Dina Pollock for the work they have both done to create the finished document.</p> <p>Po presented the completed Call for Compositions digital book. She reviewed the format and outlined how to download the scores. Accompanying digital content including videos and mp3s of the individual pieces are also available.</p> <p>Cindy Taylor thanked Po Yeh for her work, her creativity and her initiative on this project.</p> <p>Charline Farrell replied to questions about when the elections today will take effect: after the completion of the minutes of the July 2017 electronic meeting.</p> <p>Pat Frehlich outlined what she will be speaking about on Monday afternoon as a presenter of the MTNA conference.</p> <p>Brochure has not been changed except for the photo inside.</p> <p>Discussion regarding the disbursement of information from CFMTA/FCAPM to all branches across Canada.</p> <p>More discussion followed regarding recruitment.</p> <p>Motion 12: That in order to improve communication from CFMTA/FCAPM to provincial members, we move towards a national database with branch and delegate contact information. Provinces will be given the option to opt out.</p> <p>Move: Barbara Long Second: Joan Woodrow</p> <p>Vote: Unanimous</p>
<p>Advertising Sub-Committee</p> <p>Communications Coordinator</p>	<p>Dina Pollock has a picture that she will develop into a 4X6 postcard for Provinces or branch's to use for the Young Artist Series. These will be developed and will be available for the next tour.</p> <p>Website: Dina profiled the website and how she plans on expanding and populating the website, including YA information, former posters, photos, and memorabilia.</p> <p>CMT: App is available 3 different ways: browser, iTunes app, and Google play app. Digital Magazine costs \$99 US to host on the server Magloft, located in Singapore. Dina has had good experience with this company, as they are very helpful.</p> <p>A presentation of Dina's research on printing hard copies of the magazines while still keeping the costs down.</p> <p>Discussion about going only digital vs. keeping paper exclusively. Various ideas were discussed about how to phase them out, and a variety of opinions were expressed.</p>

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Ideas include:

- One physical copy per year, the rest digital
- Four physical copies with announcements counting down to only digital copy
- A poster and ad campaign within the provinces/territory
- Running a full year campaign with both digital and hard copy and then creating a survey

Dina concluded her presentation by outlining the positives that the digital magazine allows us additional advertising revenue, options to produce additional editions and unlimited pages.

Motion 13: that the Canadian Music Teacher Magazine be produced in both digital and paper format for one year with decision on format to be made in July 2018.

Move: Joanne Loughheed **Second:** Lynn Ewing

Vote: Unanimous

Motion 14: that \$99 US/month be allocated for the CMT app.

Move: Carol Schlosar **Second:** Barbara Long

Vote: Unanimous

Directive: That Dina Pollock create a survey about Digital vs Paper options for the CMT to be distributed by provinces in April 2017 and again in April 2018.

Archive website: Dina has created an archive website that will represent the history of the CFMTA/FCAPM.

Discussion surrounding reinstating the position of Archivist. The Officers outlined a plan they had created to clear out the storage area in Toronto, and to digitize what is pertinent and to eliminate what is no longer needed.

Charline Farrell will be the interim Archivist with the costs coming out of special projects. Dina Pollock will assist the Archivist with the elimination of unnecessary stored documents.

Motion 15: That Charline Farrell will be the interim Archivist with the purpose of dealing with the 31 CFMTA/FCAPM boxes stored with Blue Pencil.

Move: Laureen Kells **Second:** Lorna Wanzel

Vote: Unanimous

Motion 16: That CFMTA/FCAPM pay the cost of shipping the 31 CFMTA/FCAPM boxes from Toronto to Chatham, ON.

Move: Lynn Ewing **Second:** Carol Schlosar

Vote: Unanimous

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<p>Translation Committee</p> <p>Young Artist Tour</p>	<p>Motion 17: That CFMTA/FCAPM pay the travel costs for Dina Pollock to fly to Windsor ON to a maximum of \$1000, to help the Archivist with the storage boxes.</p> <p>Move: Lorna Wanzel Second: Annie Avery</p> <p>Vote: Unanimous</p> <p>Motion 18: That the job of Archivist be removed from the Secretary Job Description in the P&P.</p> <p>Move: Lorna Wanzel Second: Joan Woodrow</p> <p>Vote: Unanimous</p> <p>As per last years directive the committee P&P funding application will be submitted by April 1, 2017 in order to translate the entire P&P.</p> <p>A complete report will be submitted for the end of our fiscal year.</p> <p>Motion 19: To receive the Standing Committee reports as presented.</p> <p>Move: Beth Olver Second: Lynn Ewing</p> <p>Vote: Unanimous</p>
<p>Ad Hoc Committee Report</p> <p>Collaborative Conference 2017</p> <p>Community Relations</p> <p>Manitoba Conference 2019</p>	<p>A report will be produced for the July 2017 meetings.</p> <p>Lorna Wanzel thanked Pat Frehlich for the work on this collaborative conference.</p> <p>Motion 20: That the Ad Hoc Committee, Community Relations be dissolved.</p> <p>Move: Annie Avery Second: Beth Olver</p> <p>Vote: Unanimous</p> <p>The report was delivered with panache by the delegates from Manitoba!</p> <p>Motion 21: To receive the ad hoc Committee reports as presented.</p> <p>Move: Joanne Lougheed Second: Carol Schlosar</p> <p>Vote: Unanimous</p>
<p>Resolutions</p>	<p>ARMTA:</p> <p>RESOLUTION #1: That as a professional courtesy, the CFMTA encourage each branch of Registered Music Teachers' Associations to pay appropriate SOCAN fees (purchase \$35 licenses as per SOCAN tariff 4b1 http://www.socan.ca/calculator/4B) in support of composers and publishers.</p>

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Move: Beth Olver **Second:** Marlaine Osgood

For: 9 Against: 15 Abstain: 1

Defeated

Resolution #2:

That the CFMTA competition levy (currently \$2 per member) be increased in order to fully fund all the expenses associated with the competition (prizes, juror's fees and travel & expenses, competitor travel & accommodation).

Withdrawn

BCRMTA

Resolution #1: That voting on expenditures exceeding \$1000, take place by secret ballot.

Move: Carol Schlosar **Second:** Joanne Lougheed

For: 10 Against: 14 Abstain: 1

Defeated

ORMTA:

Resolution #1: BE IT RESOLVED that the CFMTA/FCAPM adopt a representation-by-population model in its voting structure to be more reflective of the number of members of each Provincial/Territorial Music Teachers' Association across Canada.

Move: Elizabeth Tithecott **Second:** Sue Jones

For: 2 Against: 18 Abstain: 5

Defeated

Resolution #4: BE IT RESOLVED THAT: CFMTA/FCAPM hire a Strategic Planner/Business Consultant for a one day planning session to be held in July 2018, on the day following the Annual General Meeting using the accompanying budget as a guideline for expenses.

Move: Elizabeth Tithecott **Second:** Sue Jones

For: 24 Against: 0 Abstain: 1

Passed

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	<p>Resolution #2: BE IT RESOLVED that CFMTA/FCAPM hire a lawyer to create a guideline about copyright as it pertains to music educators in Canada.</p> <p>Move: Elizabeth Tithecott Second: Sue Jones</p> <p>Withdrawn</p> <p>Directive: That CFMTA/FCAPM Webmaster find and post a guideline about copyright as it pertains to music educators in Canada on the CFMTA/FCAPM website.</p> <p>Resolution #3: BE IT RESOLVED that CFMTA/FCAPM hire a lawyer to create a guideline for teachers and parents regarding use of photos and videos in social media for our music teaching and advertising.</p> <p>Move: Elizabeth Tithecott Second: Sue Jones</p> <p>Withdrawn</p> <p>Directive: that the CFMTA/FCAPM Webmaster find or create a guideline for teachers and parents regarding use of photos and videos in social media for our music teaching and advertising and post on the CFMTA/FCAPM website.</p>
<p>New Business Arising</p>	<p>Meeting Future Lunch Options: Lorna Wanzel expressed happiness with the format of luncheon done for this meeting. It was determined that the officers can make these decisions on a case by case basis in order to make it the most cost effective.</p> <p>Paid Advertising / Canadian Music Festivals: Pat read a letter from the Canadian Music Festivals, who have asked CFMTA/FCAPM to pay for an advertisement in their program, sponsorship of an award, or participate in Canada 150 Festival.</p> <p>Motion 22: That CFMTA/FCAPM offer a scholarship in CFMTA/FCAPM name to FCMF (Canadian Music Festival) for this year, to be revisited yearly, in the amount of \$1,000 to be divided among the disciplines. Funds to come from the Advertising Sub Committee budget.</p> <p>Move: Joan Woodrow Second: Jennifer King</p> <p>Vote: Carried</p> <p>Branching Out 2017: Cindy directed all delegates to the website announcement and asked that all Delegates please spread the word. http://www.cfmta.org/en/branching-out/</p> <p>Update from the Personal: Charline clarified that the Personal has not withdrawn their funding but had simply concluded their 5 year contract. This was possibly a result of the provinces decision to not share their members email and telephone information.</p> <p>Tiffany and Charline had a meeting with the new representative at the Personal. Charline shared a presentation with all the delegates. The Personal is concerned that there has been only 2 quotes for Group insurance coverage for the CFMTA/FCAPM provincial members is still in place.</p>

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	<p>Please share this information with your members.</p> <p>Piano Competition prize sponsorship: Motion 23: That \$6000 for the 1st place Piano Competition prize winner be withdrawn as required from Special Projects Fund.</p> <p>Move: Lorna Wanzel Second: Patricia Meunier</p> <p>Vote: Unanimous</p> <p>P & P:</p> <p>Directive: Insert 'host' at each point "Provincial/Territorial Association". Change title to make reference to Biennial Conference.</p> <p>Motion 24: That we pass the P&P as presented with the amendments as directed.</p> <p>Move: Lorna Wanzel Second: Joanne Lougheed</p> <p>Vote: Unanimous</p>
<p>Staffing</p>	<p>Secretary Position: Resignation Secretary Cathleen Gingrich was asked to leave the room during the discussion. Past President Charline Farrell recorded the minutes during this discussion. President Cindy Taylor informed the CFMTA/FCAPM Executive Committee that our Secretary, Cathleen Gingrich, has given the Officers her resignation, to take effect June 1, 2017. The President immediately began a search for a replacement, and has found a person who is willing to fulfill the contract, which ends in July 2018. Anita Perry, presently secretary of BCRMTA, is willing to accept this contract. President Cindy Taylor presented Anita Perry's resume to the Executive Committee to assure the Executive Committee of Anita's qualifications.</p> <p>Preamble: In response to the resignation of the CFMTA/FCAPM Secretary, Cathleen Gingrich, the Officers have researched a possible replacement. We would like to recommend Anita Perry, a current BCRMTA member who is very experienced in this line of work.</p> <p>Motion 25: That Anita Perry be offered a contract to fulfill the remaining balance of the Secretary's term.</p> <p>Move: Tiffany Wilson Second: Beth Olver</p> <p>Vote: Unanimous</p> <p>Motion 26: That a one month contract fee of \$833.00 be paid to Anita Perry during the training period of the CFMTA/FCAPM secretary position.</p> <p>Move: Tiffany Wilson Second: Marybelle Frappier</p> <p>Vote: Unanimous</p>

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<p>Elections</p>	<p>Results</p> <p>Vice President Laureen Kells Vote: Unanimous</p> <p>President Tiffany Wilson Vote: Unanimous</p> <p>Past President Cynthia Taylor by acclamation</p> <p>Tiffany presented Cindy with a gift. Cindy thanked all in attendance and expressed great interest in the year ahead.</p> <p>Cindy presented Charline with a gift and spoke about all of Charline’s accomplishments as she has served her branch, her province and CFMTA/FCAPM throughout the years.</p> <p>Charline thanked the Officers and the Executive committee for their support.</p>
<p>Next Meetings</p>	<p>For July meeting:</p> <p>May 15 Reports due (provincial and updated committee reports) June 15 reports sent out July 7 financials sent out Email discussions July 10-14 reminder emails sent everyday July 14 Voting 24 hours (Voting will be done using the electronic voting that the Secretary will make up and send out)</p> <p>Upcoming meeting dates:</p> <p>July 7 & 8 2018 in Toronto with additional meeting</p> <p>2019 meeting and conference:</p> <p>July 2, 2019, Officers meeting July 3, 2019, Executive meeting July 4, 2019, Additional executive meeting as needed</p> <p>July 2021 Conference: Edmonton, AB, London, ON, and Ottawa, ON have been proposed by the officers.</p>
<p>Meeting Adjourned</p>	<p>5:14pm Moved: Cindy Taylor</p>

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Action List		
Executive Meeting Minutes	Suggestion: Previous year's minutes be circulated with the reports.	Secretary
Standing Committee Reports	<p>P & P Motion 11: That all files created by CFMTA/FCAPM officers, contracted positions, chairs, and volunteers for CFMTA/FCAPM shall be forwarded to successors of positions and the national office effective immediately.</p> <p>Public Relations and Marketing Motion 12: That in order to improve communication from CFMTA/FCAPM to provincial members, we move towards a national database with branch and delegate contact information. Provinces will be given the option to opt out.</p> <p>CMT Directive: That Dina Pollock create a survey about Digital vs Paper options for the CMT to be distributed by provinces in April 2017 and again in April 2018.</p> <p>Archives: Motion 15: That Charline Farrell will be the interim Archivist with the purpose of dealing with the 31 CFMTA/FCAPM boxes stored with Blue Pencil.</p> <p>Motion 18: That the job of Archivist be removed from the Secretary Job Description in the P&P.</p>	<p>Delegates/Officers/Chairs/ Volunteers/Contractors</p> <p>Secretary/Communications Coordinator</p> <p>Editor</p> <p>Charline Farrell/Dina Pollock</p> <p>Secretary/Lorna Wanzel</p>

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<p>Resolutions</p>	<p>BE IT RESOLVED THAT: CFMTA/FCAPM hire a Strategic Planner/Business Consultant for a one day planning session to be held in July 2018, on the day following the Annual General Meeting using the accompanying budget as a guideline for expenses.</p> <p>Directive: That CFMTA/FCAPM Webmaster find and post a guideline about copyright as it pertains to music educators in Canada on the CFMTA/FCAPM website.</p> <p>Directive: that the CFMTA/FCAPM Webmaster find or create a guideline for teachers and parents regarding use of photos and videos in social media for our music teaching and advertising and post on the CFMTA/FCAPM website.</p>	<p>Laureen Kells</p> <p>Dina Pollock</p> <p>Dina Pollock</p>
<p>New Business</p>	<p>Motion 22: That CFMTA/FCAPM offer a scholarship in CFMTA/FCAPM name to FCMF (Canadian Music Festival) for this year, to be revisited yearly, in the amount of \$1,000 to be divided among the disciplines. Funds to come from the Advertising Sub Committee budget.</p> <p>Branching Out 2017: Cindy directed all delegates to the website announcement and asked that all Delegates please spread the word. http://www.cfmta.org/en/branching-out/</p> <p>For July meeting: May 15 Reports due (provincial and updated committee reports) June 15 reports sent out July 7 financials sent out Email discussions July 10-14 reminder emails sent everyday July 14 Voting 24 hours (Voting will be done using the electronic voting that the Secretary will make up and send out)</p>	<p>Pat Frehlich</p> <p>Everyone</p>

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	<p>Upcoming meeting dates: July 7 & 8 2018 in Toronto with additional meeting</p> <p>2019 meeting and conference: July 2, 2019, Officers meeting July 3, 2019, Executive meeting July 4, 2019, Additional executive meeting as needed</p> <p>July 2021 Conference: Edmonton, AB, London, ON, and Ottawa, ON have been proposed by the officers.</p>	
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