



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

Providing leadership in music education across Canada
Chef de file de l'éducation musicale au Canada

2012 – 2013

OFFICER'S ANNUAL REPORTS

Halifax, NS

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PRESIDENT'S REPORT

First I would like to thank the delegates for giving me the privilege of being the CFMTA President. It has truly been an honour. It is hard to believe the past two years have gone by so quickly. These have been some of the most satisfying years of my professional life.

It has been exciting to see the changes that have come in the last year or so. Never before in the history of CFMTA have we had so many volunteers working on this many ad hoc committees and standing committees. My thanks go out to each of you who have given many hours of your time to work in these important areas. You will read about their work in the reports.

Darlene Brigidear our Past President has done an excellent job in updating the Young Artist Tour documents and information. Charline Farrell our Vice President and Chair of the Finance Committee along with Bernadette Bullock our Treasurer, have done an amazing job of keeping our finances in check. I was recently reading some of our history and discovered that in 1937 the dues from each member was \$10, today it is \$26. I think our Vice Presidents have done exceptionally well over the years to keep the price down, especially considering the increase in the cost of living over that period of time. CFMTA continues to strive to serve you well.

Bernadette along with Charline, have managed to bring our members a group health/dental insurance, should they chose to join. Those of you who have difficulty getting a private plan due to 'pre-existing' health issues will be especially delighted to hear this.

Rémi Lefebvre, Chair of the 2013 Biennial Conference "Music Inspires" has been working tirelessly with his committee to bring you the best conference possible and provide a very warm Nova Scotia welcome. They are thrilled with the registration numbers.

This is the first year for our new National CFMTA Essay Competition. Po will report on this. She was pleased with the response, especially since it was this competition's first year.

This past year I visited, BCRMTA, ARMTA and MRMTA. It was a delight to bring greetings from CFMTA, meet these dedicated teachers and participate in their activities.

As President and a researcher, I was particularly pleased to see the Research Committee form an Editorial Board and International Advisory Board. Ongoing professional development is one of CFMTA's mandates and this will now provide our members with access to current research and findings. Dina Pollock has done an exceptional job in publishing some of these in our Canadian Music Teacher magazine and continues to find new and very interesting articles for us. The Research Committee also ably assisted the 2013 Convention Committee in their Call for Papers and this has resulted in an excellent line up of presenters at the Convention.

My deepest thanks to each of you for all you have done for CFMTA and for keeping the ideas and suggestions flowing. My job would have been impossible without all of you.

Submitted by,

Lorna Wanzel (Dr.)
President

VICE PRESIDENT & FINANCE CHAIR REPORT

The following requests concerning CFMTA finances from the June 2012 CFMTA/FCAPM Executive meeting have been completed as follows:

***Motion 7**

I move CFMTA/FCAPM restructure their investment Portfolio with input and approval from the Finance Committee as recommended by Alex Geadah of BMO.

Moved by Charline Farrell, Seconded by Sue Jones

The CFMTA Secretary/Treasurer and the Finance Chair have consulted with Alex Geadah of BMO on several occasions and have come up with some possibilities for the CFMTA/FCAPM Investment Portfolio. This will be presented to the delegates at the July 2013 Executive meeting so that a final decision can be made on how to proceed.

***Directive 1**

CFMTA/FCAPM, through the Finance Committee and the Executive Officers, explore ways to bring more clarity to our year-end Financial Statements.
Recorded by Carol Schlosar

This has been discussed with our Accountant, Christene Scrimgeour.

The CFMTA Audited Statement is not in any way meant to be compared to the **CFMTA Financial Statements** prepared by our Secretary/Treasurer. This Audited Statement is a legal requirement at the present time and is prepared for the protection of our Association, providing assurance to the Federal Government that our finances are in order. The statements prepared by our Secretary/Treasurer give us the information we need to assure ourselves that we are always in line with our yearly budget.

Accrual Accounting is neither necessary, nor useful, for CFMTA. The cash method now used is the best option. The accounts presently record cash transactions- that is, money in, bills paid immediately, money out. Every transaction is completed within the fiscal year so accrual accounting is unnecessary.

#16 Passing of Budget

The Finance Chair was requested to provide a statement of equity to the delegates.

This statement was sent out to all of the delegates on September 8, 2012. No questions or further suggestions were received.

Request for Changes in Bookkeeping Policy

The Finance Chair has received several requests to include all travel in every financial statement.

In the past, the flights were dated and recorded in a separate travel account. The reason for this was that when flights were booked, for example, in the spring of 2011 for the July CFMTA/FCAPM meetings, those were not expenses for that 2011 fiscal year. When the Accountant completes our Audited Statement, she always retrieves the travel expenses from our records and places them in the correct fiscal year in our Audited Statement. The Accountant does not use any of the information from the financial statements we publish to our members.

This is the system that was devised when the CFMTA accounting was computerized. These flight figures were always made available when travel questions arose.

When this request was received recently, our Secretary/Treasurer met with Ms. Scrimgeour and between them, they have devised a way to show the ongoing travel expenses on all of our financial statements without incurring extra time (and cost) for our Accountant.

Whenever there are concerns regarding our bookkeeping, Ms. Scrimgeour is consulted to make sure everything is within accounting guidelines.

Finance Committee Members

Cindy Taylor from British Columbia has been a member of the Finance Committee since very early in 2013. She has been Finance Chair of BCRMTA for four years, and is now Provincial President, bringing much wisdom and financial experience to the committee.

Carol Schlosar has served four years as Finance Chair of BCRMTA, and has just completed four years as Provincial President. She has agreed to remain on the Finance Committee as an advisor for at least one more year at my request. I feel that Carol has an excellent grasp of our finances, and will continue to be a strong advocate for clear and transparent financial statements.

Since this, unfortunately, will be the last meeting for **Audrey Watson** as a delegate, she will complete her term on the Finance Committee after our Executive and AGM meetings have occurred. Audrey is Provincial President of SRMTA, and as well as serving very capably on the Finance Committee, Audrey has spent the last year working on complicated Provincial matters.

In order to assure a smooth transition during Audrey's term completion, I have appointed **Judith Ammann** to the Finance Committee. Judith has been a well-respected Provincial President of ARMETA, and will bring valuable financial knowledge and experience to the table.

I have learned much about CFMTA finances during the last two years from our capable Secretary-Treasurer, **Bernadette Bullock**.

There are no New Initiatives to be presented.

It has been my pleasure to work with every person on this committee. I will miss the teamwork and the friendship.

I am satisfied that our CFMTA finances are well in hand.

A fee increase to our members is not recommended at this time.

Submitted by:

Charline Farrell
Vice President and Finance Chair
CFMTA/FCAPM

INVESTMENT REPORT

This year, as Treasurer and Finance Chair, we were given the task of consulting with the bank regarding our investment strategy and seeking a better return rate.

We consulted with The Bank of Montreal and with Christene Scrimgeour, the CFMTA accountant. We quickly discovered that there are few options for getting a higher return.

BMO has new products which we did consider, and this information is below:

Go for Growth; With security of a GIC

BMO® Blue Chip GIC



May 2013 - Series 31	
Term	1 Year
Minimum Investment	\$1000
Guaranteed Rate of Return for the Term	0.10%
Maximum Rate of Return for the Term	3.50%

100% Principal Protected

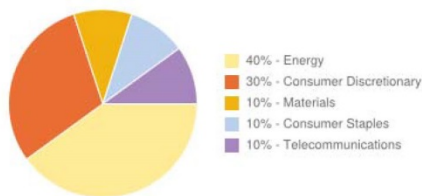
Overview

This shorter term GIC gives you exposure to some of Canada's most reliable companies with no risk to your principal investment. It offers a minimum guaranteed return plus the potential to earn additional returns based on the performance of 10 Canadian blue chip stocks.

Reference Portfolio

Company	
Aimia Inc. (AIM)	Goldcorp Inc. (G)
Telus Corp (T)	Transcanada Corp. (TRP)
Shoppers Drug Mart Corp. (SC)	Trican Well Service Ltd. (TCW)
Magna International Inc. (MG)	Pacific Rubiales Energy Corp. (PRE)
Ensign Energy Services Inc. (ESI)	Canadian Tire Corp. - Class A (CTC/A)

Reference Composition



Is this GIC right for you?

This GIC may be right for you if you:

- ✓ are looking to diversify your portfolio with a shorter term investment
- ✓ would like principal protection and a guaranteed minimum return
- ✓ are willing to accept a guaranteed return that is less than the return offered on traditional GICs but have, instead, the potential to earn higher market-linked returns
- ✓ can keep your money invested until the end of the term

Key Benefits

Blue chip companies are generally large companies with a history of providing stable returns to investors over the long term. This GIC is an excellent way for you to access these returns with the security of principal protection.

- ✓ Principal protection – 100% of your original investment is returned to you at maturity
- ✓ Minimum guaranteed return
- ✓ Higher return potential based on the performance of Canadian blue chip companies
- ✓ Designed in partnership with BMO Capital Markets®, a market leader in creating innovative investment solutions
- ✓ Guaranteed by Bank of Montreal
- ✓ Eligible for Canada Deposit Insurance Corporation (CDIC) deposit insurance up to applicable limits

Growth potential of Stocks; Security of a GIC

BMO® Return Enhancing GIC



May 2013 - Series 78

Term	2 Years
Minimum Investment	\$1000
Guaranteed Rate of Return for the Term	0.70% (0.35% annually*)
Maximum Rate of Return for the Term	8.00% (4.00% annually*)

100% Principal Protected

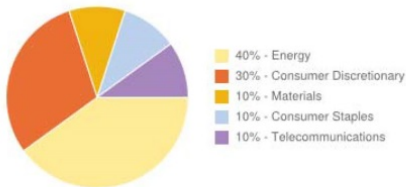
Overview

This shorter term GIC gives you exposure to some of Canada's most reliable companies with no risk to your principal investment. It offers a minimum guaranteed return plus the potential for additional returns based on the performance of 10 Canadian blue chip companies.

Reference Portfolio

Company	
Aimia Inc. (AJM)	Goldcorp Inc. (G)
Telus Corp (T)	Transcanada Corp. (TRP)
Shoppers Drug Mart Corp. (SC)	Trican Well Service Ltd. (TCW)
Magna International Inc. (MG)	Pacific Rubiales Energy Corp. (PRE)
Ensign Energy Services Inc. (ESI)	Canadian Tire Corp. - Class A (CTC/A)

Reference Composition



Is this GIC right for you?

This GIC may be right for you if you:

- ✓ are looking to diversify your portfolio with a shorter term investment
- ✓ would like principal protection and a guaranteed minimum return
- ✓ are willing to accept a guaranteed return that is less than the return offered on traditional GICs for the potential to earn higher market-linked returns
- ✓ can keep your money invested until the end of the term

Key Benefits

This GIC is an excellent way to participate in the growth potential of 10 blue chip Canadian companies with the security of principal protection.

- ✓ Principal protection – 100% of your original investment is returned to you at maturity
- ✓ Minimum guaranteed return
- ✓ Higher return potential based on the performance of 10 blue chip Canadian companies
- ✓ Designed in partnership with BMO Capital Markets®, a market leader in creating innovative investment solutions
- ✓ Guaranteed by Bank of Montreal
- ✓ Eligible for Canada Deposit Insurance Corporation (CDIC) deposit insurance up to applicable limits

BMO  Bank of Montreal
Making money make sense®

Our Accountant suggested that the CFMTA pool all our resources into one large fund with a correct percentage to be paid to each of the separate projects. This would be a way for us to receive a higher rate of return. The Bank investigated this option for us and quoted the following percentages which are effective only on May 14, 2013. They cannot predict what the market will do from day to day.

1 Year 1.40%
18 Month 1.50%
2 Year 1.55%

In conclusion, we feel that the option of pooling our funds and paying the interest percentages is the most advantageous way of investing our funds. We would invest in a traditional GIC as this is a tried and true product.

REPORT FROM THE OFFICE OF CFMTA

Grant Proposal for Translation

I worked on a grant proposal to the Federal Government for translation of our documents and website. At the writing of this report is still in the process at Heritage Canada. Thank you to Rémi and Barb for their support in this endeavor.

Members Benefits

Charline and I have met with our representatives on several occasion with both Insurance companies regarding their services and how best to offer them to our members. I have prepared lists for both companies so when our members contact them, they are sure to get a response and the companies have been able to send their information to our members. Also I have followed up with these companies when I have received a request for assistance from an individual member. Due to this work with these companies, we have received \$1055.98 in administration fees.

Charitable Donations

I have processed many charitable receipts in the amount of \$20,110. This amount includes donations to the Alberta Fund, Essay Competition, Convention 2013 and donations for individual provinces. The total number of donations as of April 22, 2013 is 56 and all receipts were sent with an accompanying letter of thanks.

Mailing Lists

I have requested 3 updates for the mailing list this year and I have compiled the following list using an average number of members over the last year based on the updates

Ontario	1108	Quebec	144
British Columbia	967	Nova Scotia	102
Alberta	408	New Brunswick	72
Manitoba	241	Newfoundland/Labrador	44
Saskatchewan	204	Prince Edward Island	31
Yukon	18		

Total average number of members: 3339

Investments

Following is a list of the monies which CFMTA/FCAPM has invested in general funds and designated accounts and represents the amount indicated in the audited statement as Cash and short-term investments, end of year with the exception of the Trust account which is in constant flux due to donations. The asterisk indicates amounts which are for general operations. As you will see these most of these funds are not available for general use. The interest is sometimes rolled back in to increase the base amount and others are budgeted for use by the project it is designated. More information will be in the investment report which is after Charline's report.

Name	Date Invested	Amount as of May 14, 2013
Operating - GIC	18-May-12	\$69,717.58
Awards & Competitions - GIC	18-May-12	\$35,377.74
Lyell Gustin - Young Artist - GIC	18-May-12	\$25,000.00
Canada Music Week - GIC	18-May-12	\$5,009.94
Young Artists - GIC	18-May-12	\$34,564.89
Helen Dahlstrom Fund for CMW GIC	18-May-12	\$7087.11
Lillian Upright GIC for Alberta	18-May-12	\$8430.46
Nova Scotia Fund - Janet Leffek - GIC	11-May-13	\$16,366.00
Hugheen Ferguson Award	Daily Savings	\$7586.18
Alberta Fund	Daily Savings	\$6612.57
Convention Funds	Daily Savings	\$10,169.97
Contingency Fund*	Daily Savings	\$61,846.38
Chequeing*	Chequeing	\$32,321.20

Website

In January I gained control of the new website. There were some technical problems in the beginning which I was able to overcome by installing the site on a separate computer as the software did not work well with my Windows 8 computer. I have managed to learn the new software and will be able to make the changes requested in a timelier manner.

We have a major problem with the forum on the website. This service is being filled with automated entries. On one day alone, I had to delete over 700 entries. Most of these are done by spiders and bots. I spoke to Don at Media Smart and he has suggested we put a password on the forum. This will not completely stop this because like spam it is virtually impossible for it to be stopped completely. The only other way to stop it is if someone is monitoring it 24 hours a day and removing the posts immediately.

Archives

I have not received any submissions from the provinces for the archives this year but will be sure to collect materials at the convention. If anyone has any suggestions for reminding everyone about this, that would be great. Convention coordinators have enough to do so perhaps we can ask the delegates as part of their job they do the remittance.

Bookkeeping:

This year, 173 cheques were issued. There were 67 invoices sent to various companies and individuals. Reports were sent monthly to the finance committee. All amounts for the HST refund were recorded for all transactions so that we can apply for this added benefit.

Certificates

There were 14 PD certificates issued. There were 21 Canada Music Week certificates issued.

Correspondence

I replied to approximately 2525 emails concerning the matters of CFMTA. I have made many phone calls and received many as well.

Thank you for your continued support of me in this position. I certainly enjoy the challenges and the uniqueness of this association.

Submitted by

Bernadette Bullock
Secretary/Treasurer
CFMTA/FCAPM