



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

Officer's Annual Reports

2013 – 2014

Mississauga, ON

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President's Report

2013 - 2014 has been a busy year for everyone on the CFMTA Executive Committee.

You will see by the reports that much time and effort has been spent by many people on new and continued projects. Thank you to everyone for your dedication to this Association.

The MTNA Conference in Chicago in March was filled with many interesting workshops, poster presentations and performances.

The Yukon Delegates kindly invited me to attend their Music Festival in April. I enjoyed warm hospitality and wonderful festival performances, and met many of the teachers. I came away understanding how one might go to Yukon for a visit, and stay forever. It is a beautiful part of this wonderful country.

As we approach our meetings in Toronto this July, it might be helpful to consider the original objects of CFMTA when it became an Association on March 9, 1961.

Here is the quote from the original Letters Patent.

The objects of the Federation shall be:

(a) to encourage and assist all movements designed to improve standards of music education and the training of teachers of music, to encourage and assist in the organization of music teachers' associations in the provinces of Canada and to stimulate the acquisition of all-round musicianship and wide general culture among those who intend to qualify as teachers;

(b) to encourage and promote the knowledge and appreciation of music among music teachers and in the general public and in the schools and universities of Canada, and to encourage a definite ethical standard of professional conduct among teachers of music;

(c) to promote the extension of music credits in the schools and universities of Canada: and

(d) to promote and maintain the status of professional music teachers in the community.

Such objects are to continue to be carried out in more than one province on Canada.

As we continue the important work/projects of CFMTA, we might refer back to these original objects.

Questions to consider:

- * Is this following the objects of CFMTA?
- * Will this be helpful and/or supportive to the provinces/territories?
- * Is this the best use of the fees from our members?
- * Can we justify this expense to our members?
- * Does this assist in the professional development of teachers?
- * Does this promote the status of music teachers in the community?
- * Will this project assist our Music Teachers' Associations?
- * Are we setting an example of high ethical standards among our members?

Let us all approach the meeting on July 5th with open minds, a willingness to compromise, anticipation of working with our teaching peers, a generosity of spirit towards each other, the intention of participating with enthusiasm and grace, and maybe....just maybe.....an opportunity to have some fun with our fellow Canadian friends.

Submitted by

Charline Farrell
President
CFMTA/FCAPM

Vice President's Report

The Finance Committee has worked diligently throughout the year spending many hours each month overseeing the financial affairs of CFMTA. Bernadette (CFMTA Secretary/Treasurer) prepares and sends out the Profit & Loss Previous Year Comparison, the Profit & Loss Budget vs Actuals, Bank Reconciliation Detail, and Reconciliation Summary, and Bank Transaction History, documents to the Finance Committee monthly to check over. We are presently working through the CFMTA Balance Sheet Detail - through to May 2014 – and are working to prepare the budget, which you will receive prior to the July 2014 meeting.

In the fall an email vote was presented to the Executive (delegates) with a motion to approve the audited statements from the July 2013 meeting. An email from Bernadette was sent Oct. 28th confirming that the motion was passed. As new Chair of the Finance Committee it took some time to get familiar with the process of reading and clarifying parts of the Financials therefore the first Quarterly Financials were sent out later than the expected deadline date.

In November we received the CFMTA: Halifax 2013 Financials which finalized the wonderful conference that Remi Lefebvre and his Nova Scotia committee presented in July.

The Finance Committee, in January, discussed and approved that CFMTA enroll in the new Adobe Software program that will allow Bernadette to access upgrades to 16 software titles for a monthly fee of \$29.99.

The Finance Committee had a request from ORMETA inviting a representative from CFMTA to set up a table at the ORMETA O Canada Convention. After much discussion we decided to decline the invitation because there would already be CFMTA presence at the convention.

An email attachment of the 2015 “Pathways” Conference Budget was sent to us in January from the Conference Chair, Joanne Lougheed. Once the budget was approved the \$10,000.00 loan from CFMTA was sent to the Conference Treasurer.

In January Carol Schlosar very sadly had to resign from the Finance Committee, due to medical issues, after serving many years as a vital and knowledgeable member of this committee. She is going to be greatly missed. Our thoughts and well wishes are with Carol as she goes through her treatments and recovery.

The Finance Committee guidelines state that there needs to be three members on the committee. After spending some time searching for our third person we are happy to welcome BCRMETA treasurer, Lois Kerr onto our team. Lois brings experience in financial knowledge and will be a wonderful asset to the CFMTA Finance Committee.

CFMTA continues to be financially stable. This year there have been a few challenges with income below the expected budget. However, expenses have mostly stayed within or have been considerably lower than budgeted for. It has been an extremely busy year for the Finance Committee and we have all learned a great deal about the workings of the financial affairs of our Organization. I am grateful to have such wonderful people on this committee and it has been a pleasure working and getting to know them.

Thank – you Carol, Judith and Lois for the many hours that you have dedicated to pouring over the financial statements throughout the past year.

Submitted by,

Cynthia Taylor
Vice President CFMTA
Finance Committee Chair

Report from the Office of CFMTA/FCAPM

This will be my final report regarding the activities of the Office of CFMTA/FCAPM. I wish to thank all of my present and former officers for their support over the years. It has been a great learning curve and I have enjoyed all of the challenges that have been presented to me. When I first came to this position, there was no computer data and the finances of CFMTA/FCAPM were in need of repair, I believe I have achieved much over the years as the finances are in a good place and the entire association has become computerized.

Grant Proposal for Translation

This project was very successful as we received \$2000.00 from Heritage Canada which enabled the association to have an English and a French portal on our website. Heritage Canada has indicated that you will be able to submit grant proposals again as all of their guidelines were fulfilled for this grant.

Charitable Donations

A total of \$16,570 in donations were received and receipts were issued to all donors. These donations included the Alberta Recognition Fund, Canada Music Week, the Lorna Wanzel Essay Writing Competition and the 2013 Convention.

Mailing Lists

Mailing lists were updated three times using the new dates as per the minutes of last year's meeting. Many of the provinces still need to be contacted several times before the information is received. I have compiled the following list using an average number of members over the last year based on the updates

| | | | |
|------------------|------|-----------------------|-----|
| Ontario | 1153 | Quebec | 144 |
| British Columbia | 956 | Nova Scotia | 99 |
| Alberta | 398 | New Brunswick | 75 |
| Manitoba | 222 | Newfoundland/Labrador | 42 |
| Saskatchewan | 203 | Prince Edward Island | 32 |
| Yukon | 18 | | |

Investments

This year, all of CFMTA/FCAPM's investments were put into one GIC to gain a better rate of return. There will be a spreadsheet available to the next Secretary/Treasurer to show the percentages for each project's interest.

Issue Date August 13th, 2013 \$175,446.50 Current Value as of May 26th, 2014 \$177,494.18

Website

In January, the Advertising and Marketing Committee contacted the Officers and proposed that Media Smart take over the website to ensure the English and French side were the same and it was felt that only one person should work on the site. The Officers were kind enough to allow me to be paid for being Webmaster during this transition. Media Smart still is the only one working on the site at present however I will be taking it back very soon.

Archives

As most of the archives are computerized files, this portion of the Secretary/Treasurer's job is redundant. At present, the archives is magazines from the provinces and not all provinces send them.

Bookkeeping

There were 186 cheques issued for the fiscal year. 52 invoices were issued. At the present time, there is a problem with receiving our HST refund as the government seems to have deleted our account. They are claiming we have not filed in 15 years which is completely incorrect. The accountant Christene Scrimgeour is working on this matter and will have it straightened out soon.

Certificates

I have issued many certificates this year. These include 14 Professional Development Certificates and the certificates for Canada Music Week and the National Competitions.

Correspondence

I have sent approximately 2500 replies to received emails. There were many phone calls.

Transition Period

My letter of resignation states that I am leaving CFMTA/FCAPM on July 6th. This was done to ensure that a replacement could be named at the upcoming meeting. A transitional period will be required to ensure a smooth transfer to the new Secretary/Treasurer. This includes the shipping of all physical items to the new head office. I will continue working with compensation until July 25th with the new Secretary/Treasurer. Beginning on July 26th, he/she will be the only contact for CFMTA/FCAPM as all future emails will be received at the new head office.

Again, I would like to thank the Officers and Delegates for this opportunity. I wish CFMTA/FCAPM much success in all future endeavors.

Submitted by,

Bernadette Bullock