



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

**Standing & Ad Hoc
Committee Reports**

2016 – 2017

Baltimore, Maryland, USA



Reports 2017

Table of Contents

FINANCE COMMITTEE REPORT	3
NOTICE TO ALL MEMBERS OF THE CFMTA/FCAPM EXECUTIVE COMMITTEE:.....	5
AWARDS AND COMPETITIONS	6
CFMTA BYLAWS & POLICIES AND PROCEDURES	7
CANADA MUSIC WEEK	8
NOMINATIONS	9
PROFESSIONAL DEVELOPMENT AND RESEARCH.....	10
RESEARCH	10
PROFESSIONAL DEVELOPMENT.....	12
PUBLIC RELATIONS AND MARKETING.....	15
ADVERTISING AND MARKETING SUB COMMITTEE	17
THE CANADIAN MUSIC TEACHER MAGAZINE.....	18
TRANSLATION COMMITTEE.....	21
YOUNG ARTIST.....	23
WEBMASTER.....	24
AD HOC COMMITTEE REPORTS	25
COMMUNITY RELATIONS	25
MANITOBA CONFERENCE/100TH ANNIVERSARY 2019	26



Reports 2017 Finance Committee Report

Chair – Tiffany A. Wilson, Vice-President

Members

Lois Kerr - treasurer
Carol Schlosar
Laureen Kells
Joanne Lougheed

Mandate

The Finance Committee is responsible for preparing an annual balanced budget, monitoring the financial situation, overseeing all investments, reviewing audited financial statements, approval of expenditures and analyzing all proposals requiring financial support.

Meetings and Activities

Lois Kerr is doing an exceptional job in her position of treasurer. She has kept us solvent by paying the bills, making deposits, overseeing the investments and sending invoices as required by the organization. There was a lot of work to be done to change addresses and get the signing authority set up for us to. A huge sigh of relief and gratitude goes to Lois for her fine work as treasurer.

I'd like to thank Carol for her time served on this committee; I know she and I are both happy to welcome Joanne Lougheed and Laureen Kells into the fold. Everyone has been doing a wonderful job over this year and I thank them all for their eagle eyes!

The 1st quarter Financial Statement was completed and distributed in a timely fashion in November 2016. The 2nd quarter Financial Statement is being distributed as part of this financial report for the meetings in Baltimore. The 3rd and 4th quarters will come out at their usual times according to the P&P. The budget, audited financials and year end financials will be sent out electronically and a motion to accept them in an e-vote to the delegates and officers for approval in July 2017.

G.I.C.'s were redeemed in November, 2016 and reinvested in 10 separate G.I.C.'s. The interest rate is a mere .6%, but all are fully or partially redeemable at any time.

The fee increase of \$4.00 per member that was approved at the July 2016 AGM will be applied to membership fees this June, 2017. The total will be \$30. All provincial and territorial treasurers we contacted in September about the new fee.

A partial tax refund of \$8,079.08 was received from the CRA which is \$873.91 less than what we had claimed. The auditor is currently looking into the discrepancy.

Baltimore attendees (Delegates, Chairs and Officers) will be submitting receipts for reimbursement. Expenses claimed for Baltimore will be paid after March 25 since the exchange rate and caps have to be considered.

There was a concern about the registration fee to the conference for the treasurer. The officers agreed that according to the P&P, pages 58/59, that the registration fees would be the responsibility



Reports 2017

NOTICE to all members of the CFMTA/FCAPM Executive Committee:

The Officers and the Finance Committee have discussed at length whether to include a Proposed Budget, and Audited Statements on the Agenda for the March 17th Executive Committee meetings in Baltimore, Maryland.

Following are excerpts from our current Policies and Procedures and Bylaws.

CFMTA/FCAPM Policies and Procedures: Page 18, #3

An Audited Financial Statement shall be circulated to the Officers and members of the Executive Committee prior to the Annual Executive Committee meeting OR by email for an electronic vote.

CFMTA/FCAPM By-Laws: Page 12, ARTICLE XI – FINANCE

2. There shall be appointed by resolution of the Annual General Meeting auditors for the Federation, who shall prepare at the expiration thereof duly certified financial statements for the Federation as at the end of that Fiscal Year.

After careful consideration, we are in agreement that the Year-end Financial Statements, Proposed Budget with Actuals and the Annual Audit will be presented in July 2017 by email, with time given for questions, followed by an e-vote on a date decided at the March 17 meeting.

The following were all considered and discussed:

- 1) The first Quarterly Financials were emailed to the Executive committee in a timely fashion, and the Second Quarterly Financials have just been approved by the Officers and Finance Committee at the beginning of February Due to the early date of our Executive Committee meeting the Third Quarterly Financials will not be ready for the meeting on March 17.
- 2) With the year end being May 31st, the Actuals will not be ready until early June, so the budget without these would be a guesstimate.
- 3) Many of our CFMTA/FCAPM projects are budgeted for on a yearly basis. These projects (i.e. Young Artist Tours, Awards and Competitions, Canadian Music Teacher, Website initiatives) are still in process thus rendering complete reports and proposed budgets difficult for those Chairs to complete without committee final totals prior to the meetings in Baltimore.
- 4) It was agreed that with the use of modern technology we are now capable of completing business more easily and sufficiently by electronic means.

Respectfully,

Finance Chair: Tiffany Wilson

Treasurer : Lois Kerr

Finance Committee: Carol Schlosar, Joanne Loughheed, Lauren Kells



Reports 2017

Awards and Competitions

Chair – Sue Jones

Members – Tiffany Wilson, Karen MacDonald

Mandate – From the P&P: The Awards and Competitions Chairperson shall direct all phases of the CFMTA/FCAPM

Awards and Competitions including but not limited to the National Piano Competition and the Memorial Pedagogy Award.

Motions: None.

Meetings and Activities – 2016-2017

There have been no meetings of the Competitions Committee.

There are six competitors in the March 2017 National Piano Competitions representing the following provinces: BC, Alberta, Manitoba, Ontario, Quebec, Nova Scotia.

I was asked by the Baltimore Committee chair, Pat Frehlich, to procure the adjudicators for our competitions. They are: Dr. Litzelman, Yong-Hi Moon and Dr. Woobin Park all from the Baltimore/Washington area.

I have asked for, and received, permission from the Officers to choose the order of the semi-finals before the March Executive Committee Meeting. This will be done using a Random Sequence Generator program (Random.Org) and recorded by a witness. This will allow all necessary documents, programmes etc. to be printed before coming to Baltimore.

A detailed programme of our competitions will not appear in the MTNA Conference Competitions Booklet. The Baltimore Committee agreed that printing 100 copies of our own programme and bringing it to Baltimore would work best. Photos and bios will be posted outside the competition room in Baltimore.

Future Plans

Other than tweaking the P&P, there are none.

Recommendations

None at the moment.

Respectfully submitted,

Sue Jones
Awards and Competitions Chair



Reports 2017 **CFMTA Bylaws & Policies and Procedures**

Chair – Lorna Wanzel

Members – Lynn Johnson, Sue Jones, Danette Readman

Mandate- As per Policy and Procedures manual

Motions: none at this time

Meetings and Activities – 2016-2017 no meetings were held.

Future Plans to continue with current mandate.

Recommendations

We receive any suggestions from delegates and Officers and add them to the policy and procedures manual in red in the appropriate place, to be voted on at the next Executive Meeting in July 2016.



Reports 2017

Canada Music Week

Chair – Po Yeh

Members – Sue Irvine, Laureen Kells

Mandate: Canada Music programs include: the Call for Compositions, Essay Competition, Student Composer Competition and Bill Andrews Awards.

Motions:

Meetings and Activities –

CFMTA celebrates Canada's 150th birthday in 2017 with a special Call for Compositions: Reflections of Canada. This is a unique showcase of Canadian creativity – a compilation of music, to connect with our past, celebrate our cultural diversity and build a legacy for the future.

CFMTA invited Canadian composers to write original musical works that explore new ideas, and interpret and reflect the Canada we live in. We received 30 works in a wide variety of genres and instrumentation, for musicians ranging from beginner to advanced. The selected scores, along with audio and video recordings (if available), will be featured in an on-line publication available at no charge for members and the general public to enjoy.

The Essay Competition invites submissions on pedagogical topics from students at the graduate and undergraduate university levels and high school students. Thank you to Dr. Lorna Wanzel for her generous ongoing support of prizes for the Essay Competition. The next deadline for submissions is

May 1 2017. The competition has been promoted through an email campaign and mailout of information to post secondary institutions.

The 2017 national Student Composer Competition invites submissions from first place winners of provincial student composer competitions. The submission deadline is June 1. Each year, CFMTA awards \$1350 in scholarships each year to promising young composers from across Canada.

Mr William Andrews continues to be a great supporter of Canada Music week, and generously donated two awards of \$250 to support Canada Music Week 2016 projects at the branch level. The recipients were ORMTA's Central Toronto and Owen Sound Branches. Read about their projects in the CMT Winter edition. The deadline for the next William Andrews award is October 15 2017.

Thank you to all the provincial CMW and Essay Competition coordinators for their assistance in promoting CMW activities. Many thanks also to the CFMTA Delegates and Administration for all their support, and for the opportunity to serve as Canada Music Week Chair.

Sincerely
Po Yeh



Reports 2017 Nominations

Chair: Charline Farrell, Past President

Members: N/A

Positions for Election:

Vice President
President
Past President

Laureen Kells has been nominated, and has agreed to allow her name to stand, for the position of Vice President.

Vice President Tiffany Wilson has agreed to allow her name to stand for the Position of President.

President Cynthia Taylor will become Past President by acclamation.

:



Reports 2017

Professional Development and Research

Research

Chair- Pat Frehlich

Committee members: Dr. Gilles Comeau, Dr. Elaine Keillor, Dr. Louise Mattieu, Dr. Dale Wheeler, Dr. Lorna Wanzel, Dr. Leslie Linton, Maureen Harris.

International Advisory Board: Thomas green, Midori Koga, Janet Scott Hoyt, Peter Visentin, Joan Harrison.

Mandate: Focus on Research was established to promote and encourage scholarly work in music pedagogy and to provide a forum for dissemination of research on music teaching and learning. Research papers and literature reviews in either French or English are submitted for evaluation by a peer review panel. Accepted manuscripts are posted in the CFMTA website and the abstract is published in the Canadian Music Teacher.

The goals are to:

1. Provide a venue for dissemination of research.
2. Strengthen the connection between research and practise.
3. Contribute to the enhancement of professional development by encouraging practitioners to become familiar with a variety of research conducted music pedagogy.

Motions:

1. I move acceptance of this report

Meetings and Activities:

1. ISME 2016, Glasgow, Scotland

I attended the ISME conference on behalf of CFMTA to promote Focus on Research as part of a panel of music teachers from the USA and Canada. Our proposal entitled "Portraits On Innovative Independent Music Teachers in North America" was one of over 1400 submissions and we were pleased to be selected. The conference allowed an opportunity to promote the CFMTA initiative and encourage submissions of research papers and literature reviews to an international audience.

I have since sent out follow up emails to various contacts I met there to offer more information about Focus on Research and to encourage submissions.

2. CMT article

An article and photos about the ISME conference in Glasgow was submitted for the fall edition of CMT, but due to limited space in that edition it will appear in the January edition.

3. Promotion



Reports 2017

This past year articles promoting Focus on Research were prepared for the Canadian Music Teacher, and the American Music Teacher.

Information is always made available at the MTNA conference on the CFMTA display Table.

4. MTNA Conference Presentation

The proposal submitted for ISME “Portraits on Innovative Independent Music Teachers on North America” was also submitted to the Call for Proposals for the 2017, Baltimore Conference, and it was selected for presentation. Participation in this will panel provide another opportunity to promote CFMTA and its Focus on Research project.

5. New Research Project

Dr. Gilles Comeau contacted me to inquire if CFMTA would offer support as a partner in a new research project that he is initiating.

The title of this research project provides a good indication of the focus of the study: *“Music Performance: when things go wrong, can somatic training help? Or, what are the benefits of somatic training as therapeutic interventions for musicians who seek increased well-being and healing from pain and injuries?”*

I forwarded his request and follow up information to the CFMTA officers to review and they agreed to offer the support of CFMTA.

This support involves the following:

- providing an official letter of support, accepting to be an official partner.
- providing comments, suggestions and advice on the development of the project.
- dissemination of the research to members.
- promotion of the project to other teachers, that they might participate as expert evaluators.
- promotion to students, that they might consider participating in the project.

This project is now underway and the following organizations are partners:

Canadian Federation of Music Teachers' Associations
Ottawa Symphony Orchestra
Conservatoire de Musique de Gatineau
Youth Orchestra
Andove Educators
Ottawa School of Alexander Technique
Alan Fraser Piano Institute
University of West London, UK
Royal Academy of Music, UK
Feldenkraus Institute NY, USA

Future Plans:



Reports 2017

To explore other avenues that could be used to generate submissions.

To bring greater awareness of the publication opportunities to doctoral students at various Canadian universities.

To continue to promote Focus on research on the national and international scene.

Recommendations:

None at this time

Respectfully Submitted,
Pat Frehlich

Professional Development

Chair: Pat Frehlich

Members: Baltimore Ad Hoc committee: Cindy Taylor, Tiffany Wilson, Sue Jones, Barbara Long, Po Yeh

Mandate: to promote professional development among our members through various means and be responsible for establishing and maintaining communication regarding professional development with other music organizations such as CMEA, MTNA and ISME.

Motions: I move acceptance of this report.

Meetings and Activities:

1. Commemorative Conference: March 18-22, Baltimore, Maryland

Conference Promotion

CMT: Work on promoting this conference to CFMTA members continued throughout 2016 and into 2017 with several articles I prepared for the January, May, September and January editions of the Canadian Music Teacher. Included in these editions was information about the history of this event, conference headliners, and things to see and do in Baltimore. My thanks to Dina for her assistance with this.

Website: All Conference information has been posted on the CFMTA website with updates provided as they become available.

Delegates: Notifications of the early bird deadlines for conference registration were sent out twice with a request that the delegates forward the information to their provincial members. In August postcards provided free to CFMTA by MTNA advertising the event, were offered to delegates to distribute to members at their provincial conferences or other events. I mailed out several packages of these to various provinces upon request. Total distribution to date is around 800.

Steering Committee Meetings



Reports 2017

Several conference call meetings took place during 2016 and into 2017 to confirm that all needs of CFMTA with regards to meeting and competition space was all in order. Lines of communication for

our CFMTA administrator and Competition Chair were developed with MTNA. These meetings are on going.

Canada Music Week Project

Plans were finalized to promote original compositions of Canadian Composers in celebration of Canada's 150th birthday to members of MTNA. This special collection of works will be made available for free download through the CFMTA website. This initiative will be announced at the MTNA conference and a full page advertisement will be included in the MTNA conference program. My thanks to Po Yeh for her work on this.

CFMTA Piano Competition

Work is on going to assist the CFMTA Competitions Chair in preparation for this event. After some research, a list of prospective American adjudicators was provided to Sue Jones and three have now been chosen. I continue to liaison with MTNA and Sue to insure that all the needs of the competition are taken care of. My thanks to Sue for her assistance.

2. Meetings

The majority of outreach on behalf of CFMTA occurs during the MTNA conference which affords to opportunity to meet with numerous people. There is nothing to report at this time because the conference has not yet occurred.

An update will be provided after the event if necessary.

3. Professional Development Articles

After several discussions with Vanessa Cornett, Director of Keyboard Studies and Associate Professor of Piano and Piano Pedagogy at the University of St. Thomas in Minneapolis, she agreed to provide a three part series of articles to the Canadian Music Teacher, exploring holistic approaches for cultivating healthy musicians.

The first of this series was published in the September, 2016 edition of the CMT with the remaining two coming in 2017. My Thanks to Vanessa for her generous contribution.

4. Future Plans

To continue with work on promotion prior to the Baltimore Conference and conclude with any follow up necessary after the event.

To continue to provide articles pertaining to professional development for publication in the CMT and the professional development page of the website.

5. Recommendations

To increase awareness of technology and teaching by offering members more information in this area.

Respectfully Submitted,



Reports 2017

Pat Frehlich



Reports 2017 Public Relations and Marketing

Chair: Pat Frehlich

Members: Dina Pollock, Barbara Long, Po Yeh

Mandate: to promote CFMTA and be responsible for establishing ongoing relationships with music organizations, both nationally and internationally and to represent CFMTA in partnerships with these groups. Further, to liaison with universities and colleges, in an effort to attract new members.

Motions: I move acceptance of this report.

Meeting and Activities:

1. Ad swap

The Ad Swap continues yearly as part of the ongoing Mtna/ Cfmta exchange of information between these two organizations.

Due to the participation of CFMTA in the Baltimore Conference we have also been offered a full page in the conference program, where we will promote the CFMTA Call for Compositions project "Reflections of Canada" showcasing Canadian creativity by providing the winning original works of Canadian composers for free download from our website to all 23,000 members of the MTNA.

2. CFMTA Brochure

This brochure is currently being revised for reprint. The latest version will be available for display at the MTNA conference in Baltimore.

3. MTNA Conference promotion

Announcements were sent to all delegates by email through the office of the CFMTA in November, December and January to forward to members regarding early bird deadlines or the conference registration.

As well, several mailouts were done providing conference postcards to the provinces at their request. These postcards were to be distributed by the provinces during their conferences or other events allowing them to promote the Baltimore conference and early bird registration deadline to their members.

4. CFMTA Promotion

CFMTA will once again display promotional material at the MTNA conference. This will include past editions of the CMT, our CFMTA brochure, information on Focus on Research and the announcement of the CFMTA 2019 Manitoba Conference.

5. CFMTA database

A database containing contact information for music faculties of all Canadian Colleges and Universities is available to the provinces wishing to focus on building membership in these areas.

Future Plans:

To continue with promotion and outreach to students and teachers, informing them of the benefits of being a registered music teacher.



Reports 2017

To follow through with the work and any new initiatives as directed by the CFMTA officers and delegates.

Recommendations: None at this time.

Respectfully submitted,
Pat Frehlich



Reports 2017 Advertising and Marketing Sub Committee

Chair – Dina Pollock

Members – Barbara Long, Pat Frehlich

Mandate –

- Initiate and coordinate the development of resources including, but not limited to posters, certificates and press releases for all projects and competitions and resources for Membership Recruitment.
- Work with the webmaster to insure the CFMTA websites [English and French] are current and consistent with branding image and format.
- Work with the Translation Committee to determine priorities of French translation in CFMTA's public presentation.
- Make availability of resources known to National and Provincial Chairs, and encourage their use.
- Work with the Secretary and graphic artist to assist National and Provincial Chairs in updating templates and files as needed.
- Initiate and coordinate new ways of promoting CFMTA to current and potential members, other music organizations and the public at large, including social media.
- Work with the chairs of all committees to determine the advertising and marketing needs of their committees.

Activities – 2016-2017

- Posters were developed for the National and Provincial Piano Competitions using two different photographs of Baltimore, Maryland.
- Young Artist Competition posters were made for provinces requesting them
- Young Artist Tour posters were made, keeping the branding consistent between the tours.
- Posters were made for the Branching Out and included Celebrating Canada's 150 logo in both colour and black & white.

Future Plans

- Communicate with the delegates and chairs about the resources that are available on the website.
- Certificates will be updated to Word to simplify the formatting for chairs.
- A suggestion was made to look into developing 4 x 6 cards. A photo of the Young Artist on the front with individual concert information, and on the back logos for the Province or branch and the Young Artist Series logo. These will be developed and will be available for the next tour.

Respectfully submitted
Dina Pollock



Reports 2017

The Canadian Music Teacher Magazine

Manager – Dina Pollock

Mandate – To publish three magazines issued annually

- | | |
|-----------------------------|---------------------|
| a) Canada Music Week (Fall) | deadline August 15 |
| b) Winter issue | deadline December 1 |
| c) Spring issue | deadline April 1 |

Motions and/or Directive - No new motions were presented. Directed to contact the provinces and get their position on the paper versus digital issue with the CMT magazine.

Meetings and Activities – AT the CFMTA/FCAPM meeting in July 2016, I was directed to contact the provinces and get their position on the paper versus digital issue with the CMT magazine. To get the response from the members I wanted to try something different first - how many members were reading the complete magazine. I had some extra books that I had not sent out for review and I thought I would make a few bundles (5) and do a draw. I placed in the Fall 2016 issue the information about this draw in two different spots, and by October 25th I had only received nine (9) entries to the draw. This could be that members are not reading those pages or not interested in receiving piano books. I am a strong supporter of a paper magazine for our members but this result and the general feeling at the meeting made me look at the bigger picture. We need a way to connect with our members and we have to look at reducing the cost of production. One way is going digital.

By going to a digital format I see two issues:

1. getting the magazine to the members
2. keeping our advertisers happy

So how to make this work for us?

GETTING THE MAGAZINE TO THE MEMBERS

I see three possible ways of distributing the magazine:

1. download from our website
2. build in web browser based magazine (I am using Ontario's magazine as a reference)
3. a cross platform application that will work on Apple, Android and computers.

Our biggest issue is that we have no direct connection to our 3500 members of the 11 members in CFMTA/FCAPM. To notify our members when a new magazine is ready to download from our website, we would have to send an email to the delegates with the link to the digital copy and they would have to send it on to the members in their province or territory. This can work, but it is not very efficient.

I looked into how Ontario has their online magazine and it can be downloaded or viewed in a browser (Chrome, Safari, or Internet Explorer) Members are notified when a new issue is available by email. This does not solve our issue getting the members aware of the new issue.



Reports 2017

A cross platform application (app) would have to be available in all platforms – iOS, Android and web browser based (Chrome, Safari or Explorer). To design an application and be accepted in the app stores is a long road and not cost effective. I looked into hosting plans that include building the app and having it work on all platforms. There are some that only work for iOS and some that only are for Android. I found one that works for all platforms and we build that app with our branding and then launch the app and it will be available in the Apple and Google stores. This plan is \$99 US a month. About \$1570 Canadian a year – but this would be covered by one ad on the inside front cover page in the three issues we publish each year. Members would download the free app, and would receive a notification whenever a new issue is available. Our magazine app would be available to anyone interested. We could expand our membership by making teachers aware of our association.

There will be members that will prefer a paper copy. We do offer subscriptions and if a member would like a paper copy they take a subscription to the magazine. We will have to revisit the cost of this option.

KEEPING OUR ADVERTISERS HAPPY

Having the magazine app in the Apple and Google stores we could keep most of the prices of advertising as they are now. If we only had the magazine as a download on the website, we would have to revisit the cost of the ads since advertisers would need to know the ‘hit’ count which is not high (yet) since we have always done the paper version of the magazine. I believe the app would satisfy our advertisers of the exposure their ad could get because it’s availability to anyone that downloads the app.

PROJECTED PRODUCTION COST

Digital Magazine for 2017-2018

Hosting	\$99 US a month <i>Approximately \$1570 Canadian/year</i>
Apple App licence	\$135 a year
Setting up the app and launching	\$475 (one time only cost)

Paper Magazine for 2017-2018

Printing, Mailing and Sorting	\$28,650
-------------------------------	----------

I have not added the editor honorarium (\$6,600) or the commission of ad sales (15%) since this would be the same with either the paper or the digital version of the magazine.

PROJECTED INCOME

This is hard to predict since advertising in the CMT has been declining that last few years. In looking over Ontario Notes magazine they average 5 – 7 pages of ads per issue with an averaged income of \$2,500 per issue. In the current budget I have projected \$15,000 in sales and I am on track to meet that goal in the paper version. I hope to meet this in the digital version as well but the first year will be the test.

START MAKING THE MOVE



Reports 2017

The Application hosting plan I am suggesting has a 30-day free trial of the app, I suggest that we use this to set it up and test it. Then buy the plan for a few extra months and launch it for the Winter 2017 issue. Publish the information in the magazine and where to find the app and to see how the interface works and the reaction from the members. At this point we can look at it the results without a huge investment and discuss it at the March 2017 meeting in Baltimore.

RESULTS

I presented this proposal to the executive and they approved the trial of the cross platform app.

The app are now available in the Apple store and in Google Play. They are ready to be downloaded by the members. The browser version has been linked to the website. The downloadable PDF version is also available on the website. I have included this information for the members in the Winter issue of CMT. At the time of writing this report the magazine had just been mailed out and I have no numbers to include. I will have these for the March 2017 meeting in Baltimore.

The response from the advertisers has been very positive.

Recommendations

Keep the magazine in both formats for the Spring 2017 with a message on the front cover that this will be the last paper issue of CMT. Have the complete options on “from the Editor” page including the option of paper with the cost if they prefer that format. Starting with the Fall 2017 only the digital version of the CMT will be included with the membership in CFMTA/FCAPM.

Respectfully Submitted

Dina Pollock

Editor – The Canadian Music Teacher Magazine



Reports 2017 Translation Committee

Chair – Barbara Long

Members: David Côté
Hélène Lord
Lynne Gagné
Carmen Leier – has submitted her resignation

Mandate : Prioritize the order in which materials are translated into French
Play an integral role in the choice of a translator.
Act as a liaison between CFMTA and the translator
Work with the Webmaster and Advertising and Marketing Chair to oversee the creation and maintenance of the CFMTA French website.
Proof materials as requested by Officers or Chairs

Motions: **Motion 29:** That the CFMTA/FCAPM Policies and Procedures Manual be translated into French.

Move: Barbara Long **Second:** Lynne Gagné **Vote: Unanimous**

Motion 30: That the CFMTA/FCAPM Secretary and Translations Chair apply for a Heritage Canada

Grant to assist with the cost of translating the CFMTA/FCAPM Policies & Procedures Manual into French.

Move: Barbara Long **Second:** Patricia Meunier **Vote: Unanimous**

Meetings and Activities – 2016-2017

Files submitted by the CMT editor and chairs were forwarded for translation, and then sent back to sender and the CFMTA office.

Research into Translation grants from Heritage Canada confirmed that they are available. The application process is approximately six weeks and the translation work needs to be completed by March 1 in order to have a final report filed by the government's fiscal year-end of March 31.

By the time the final version of the Policy & Procedure Manual was available and distributed, the timing was tight to get the translation done on the government's timeline, and we would be applying at the end of their fiscal funding which may have limited the available funds. Therefore, Cathleen and Barbara decided to wait and apply for the grant at the beginning of April which will give us the best opportunity to receive the full 50% and it will still be in the CFMTA fiscal year approved for the project.

Unfortunately Carmen Leier has resigned from the committee due to family obligations.

Future Plans

- Continue to assist the CFMTA office and chairs in the updating of French files for the CMT and distribution to delegates
- Continue to prioritize translation requests



Reports 2017

- Translate the Policy & Procedure Manual at an approximate cost of \$3,600, with the possibility of receiving a federal translation grant for 50%

Recommendations

- Continue to increase the presence of French in the CMT
- Apply for a Heritage Canada grant to cover 50% of translating the Policy & Procedure Manual

Respectfully submitted,
Barbara Long



Reports 2017 Young Artist

Chair – Charline Farrell, Past President

Members – N/A

Mandate – From the P&P:

NATIONAL YOUNG ARTIST TOUR CHAIRPERSON (CFMTA YOUNG ARTIST TOURS)

General Description

The Past President or a person appointed by the Executive Committee shall serve as the National Young Artist Chairperson. The National Chairperson shall coordinate with the Regional Young Artist Chairpersons to facilitate the tours which take place in even numbered years.

Motions: None.

Activities – 2016-2017

At the time of this report, the Young Artist Tour in Ontario is completed, with all financial documents sent to the National Treasurer. The Ontario Young Artist, Andrew Fu, performed at six recitals during October and November.

The Young Artist Tour in Alberta is underway at this time.

Future Plans

No other reports have been received.

Recommendations

From Provincial Y/A Coordinators:

- 1) That all monies both to and from national Treasurer be done by e-transfer to eliminate the wait for cheques to be cashed.
- 2) That the cost of the posters be paid directly to branches by CFMTA, again by e-transfer.

Submitted by:

Charline Farrell



Reports 2017

Webmaster

Committee – Dina Pollock

Motions and/or Directive – To keep website up to date and current with all projects. Build the archive site. Move the photos to a site that we have control of the photos.

Meetings and Activities – 2016-2017

New archive website was built: www.cfmta.org/archive and content has been moved from the main site to this site. This site will be a “work in progress” as we get more information each year.

Site was built in WordPress and a responsive theme was used keeping the same branding.

Photo website was built: cfmta-fcapm.smugmug.com and content has been added.

The branding is a similar as I can make it.

Future Plans

- Photo website – to get as many photos from past conference
- Website – to keep the site as up to date. To encourage chairs to start thinking a year in advanced with information, deadlines, and posters.

Respectfully submitted

Dina Pollock



Reports 2017 Ad Hoc Committee Reports

Community Relations

Chair - Annie Avery

Members - Cathleen Gingrich

Mandate - To explore fund-raising opportunities

Motions - None

Meetings

None

Future Plans

Recommendations

At this time there is nothing to report. Perhaps this is a committee that needs to have specific direction, and tasks, or be dissolved.



Reports 2017

Manitoba Conference/100th Anniversary 2019

The MRMTA has begun preparations for the upcoming conference and anniversary celebration in 2019. We are pleased to announce that the title is "***A Century of Sound Connections***". The date for the conference is July 3 – 6, 2019.

Annette Hay, who was recently appointed Vice President of the MRMTA by the executive, will co-convene this event. We are currently looking for a second convenor to work with the Vice-President. Scouting for hotel locations, concert and competition venues began in October and meetings have been held with the Manitoba Tourism board. We currently have a registrar, Gina Wedel, treasurer, Alanna Courtney and webmaster, Bernadette Geras. Since these 3 volunteers are currently also a part of the executive, the MRMTA expects that some of its current annual events may need to be suspended in order to programme and organize the conference.

A logo is currently being designed and will be ready for the Baltimore Conference where Pat Frehlich has kindly prepared a table for CFMTA/FCAPM. We will have a floor sized sign, postcards adverts and pencils on the table to promote the 2019 conference.

The BC 2015 Conference Committee has been very helpful sending us a USB with all pertinent documents needed to run this conference. We'd like to thank Joanne Lougheed for being so open to aiding us with the event.

We look forward to meeting everyone at the Baltimore meeting and discussing in further details the progress of this conference.

Respectfully Submitted,

Tiffany A. Wilson, Past President, MRMTA