



CANADIAN FEDERATION OF MUSIC TEACHERS' ASSOCIATIONS

FÉDÉRATION CANADIENNE DES ASSOCIATIONS DE PROFESSEURS DE MUSIQUE

Standing & Ad Hoc Committee Reports

2018 – 2019



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Finance Committee Report

Chair – Lauren Kells, Vice-President

Members

Lois Kerr - treasurer

Joanne Loughheed

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.

Motions:

There have been no financial motions made since July 2018. New purchases fell within the approved budget, such as a subscription to MailChimp for distributing “Of Note”, a two – year ISME membership and CFMTA branded pens and sticky notes for distribution at the Winnipeg conference and other such events

Meetings and Activities – 2018-2019

Lois Kerr continues to serve our organization well in her role as treasurer. We continue on a path of fiscal health and we are pleased to report a budget surplus this year. This budget was due in part to several factors

- a) Legal fees – none were incurred
- b) Website maintenance was \$1100.00 less than projected
- c) Programs - \$4500 was not needed
- d) Young artist - \$3500 profit which will be carried forward to 2019 – 2020.

The two new programs added last year came in within budget – the Professional Development videos were launched under budget

The E-Festival incurred set up costs of \$774 from an approved budget of \$3000.00. We are pleased to report our inaugural year of the E Festival with a profit of \$161.00 based on entry fees and related expenses.

We have continually reviewed the budget from the Winnipeg Conference and have been pleased with the progress and diligence of this committee.

Future Plans

To continue to review the recommendations put forward by our Strategic Planner



Recommendations

Given the current mileage paid to delegates from travel at 35 cents per km is well below the national average and well below the current CRA rate, we recommend the mileage paid to delegates for travel be increased to 43 cents per km effective in the 2019-2020 budget year.

From the Canada Revenue Agency

Year	First 5,000 kilometres	After 5,000
2018	55 cents	49 cents
2017	54 cents	48 cents
2016	54 cents	48 cents
2015	55 cents	49 cents

Manitoba Music Festival mileage rate is 43 cents per km.

Saskatchewan Registered Music Teachers mileage rate is 43 cents per km.

Based on 2016 kms reimbursed, an increase to 43 cents per km would result in approximately \$100.00 more for AGM travel and \$300.00 more for the YA tours. Most other programs do not incur mileage expenses.

Respectfully submitted by:

Laureen Kells, CFMTA/FCAPM Vice President
Finance Committee Chair



Archives Report

Chair – Charline Farrell

Member(s) – Dina Pollock, Editor

Mandate

1. Maintain a storage unit for the archiving of CFMTA/FCAPM materials. Be the contact person for the National Library.
2. Collect and preserve CFMTA/FCAPM data including, but not limited to the official minutes, annual reports, all editions of the Canadian Music Teacher, materials from CFMTA conventions, Young Artist Tours and the National Piano Competitions for Archival purposes
3. Provide archival information as requested by the Executive Committee
4. Write an Archives report for the Annual Executive Committee meeting
5. Act as a liaison with other organizations that support Canadian music and composers, such as the Canadian Music Centre, ACNMP, Canadian New Music Network, SOCAN, etc.

Activities and Meetings

Respectfully submitted by

Charline Farrell
Interim Archives Chair



Awards and Competitions

Chair – Sue Jones

Members – Annie Avery, Joni Woodrow

Mandate (*from Policies and Procedures*) 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, the Memorial Pedagogy Award, the Hugheen Ferguson Distinguished Teacher Award and the Certificate for Recognition of Professional Achievement.

Motions: None

Meetings and Activities – 2018-2019

- There have been no meetings of the A&C Committee. Communication is by email.
- Changes to the P&P were made to reflect decisions made at the Executive Committee meeting in July 2018.
- All forms were updated and online forms created (which have worked very well). Hard copy applications will no longer be accepted. Many thanks to Dina Pollock for her hard work on this.
- The Rules and Regulations were reviewed by the Committee. No changes were recommended.

Awards:

- Certificate for Recognition of Professional Achievement: approx. 12 awarded during the last two years.
- Hugheen Ferguson Distinguished Teacher Award: no applications were received.
- Pedagogy Award: is awarded in non-conference years.

Competitions:

Ernst Schneider is now the sponsor of our Canadian Music Award (thanks to Tiffany Wilson for approaching Mr. Schneider). A card was sent to Dorothy Buckley's niece and nephew thanking them on behalf of the CFMTA for their Aunt's long-time support of the Competitions. Condolences were also expressed on the death of Dorothy this past January.

The awards were renamed as follows:

- ★ Ernst Schneider Canadian Music Award (it was Mr. Schneider's request to use the word "award" and not "prize"). This award replaces the Dorothy Buckley Prize.
- ★ Marek Jablonsky Chopin Award
- ★ Willard Schultz Baroque Music Award
- ★ Willard Schultz Most Promising Performing Artist Award

We have eight competitors representing Alberta, BC, Manitoba, Saskatchewan, Ontario, Quebec, Nova Scotia and the Yukon. YRMTA will be very generously sponsoring a Meet and Greet for all the competitors.



There is regular communication with the Conference Committee with regards to scheduling, practise facilities etc.

Future Plans

There will need to be a sponsor for the Chopin Award as the Marek Jablonsky Endowment Fund has folded. They gave us award money in advance of the 2019 competitions.

Recommendations

None.

Respectfully submitted,

Sue Jones, Chair

Annie Avery

Joni Woodrow



Bylaws & Policies and Procedures

Chair – Lorna Wanzel

Members – Henry Klassen, Catherine Fitch-Bartlett, Sue Jones

Mandate (*from Policies and Procedures*)

The Bylaws Chairperson shall be in charge of the CFMTA/FCAPM bylaws and Policies and Procedures and submit an Annual Report. The Bylaws Chairperson shall be a member of the CFMTA/FCAPM and attend the Annual Executive Committee Meeting when required

Motions:

Acceptance of updated Policy and Procedures Manual with amendments as submitted by the various Officers and Chairs

Meetings and Activities – 2018-2019

Email updates as they came in and a copy of the final draft as sent to CFMTA Secretary

Future Plans

To continue to work as described in the P & P manual

Recommendations

None at this time

Respectfully submitted by:

Lorna Wanzel, Chair
Catherine Fitch Bartlett
Henry Klassen
Sue Jones



Canada Music Week

Chair – Po Yeh

Members – Sue Irvine, Lauren Kells, Cynthia Taylor

Mandate:

Programming under the Canada Music portfolio includes: the Call for Compositions, Essay Competition, Student Composer Competition and Bill Andrews Awards.

For the 2019 Call for Compositions (deadline March 1) CFMTA invited submissions of new unpublished Two Piano – Four Hands and One Piano – Four Hands pieces at the Grades 3 – 4 and Grades 6-7 levels. Thirteen submissions were received and four selected compositions will be published and available to be downloaded for public use, from the CFMTA/FCAPM website until November 30, 2019.

The Essay Competition invites submissions on pedagogical topics from students at the graduate and undergraduate university levels or studying Advanced Pedagogy with a Registered Music Teacher. As of the deadline of May 1 this year, we have received 5 university undergraduate and 3 university graduate essays. Thank you to Dale Wheeler for leading the jury committee and Dr. Lorna Wanzel for her generous ongoing support of prizes for the Essay Competition. The Essay Competition will be transitioning next year to be overseen by the Professional Development and Research committee.

The 2019 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. This year's adjudicator will be Carmen Braden from Yellowknife.

Mr. William Andrews continues his generous support of Canada Music week. Two branches, Prince Edward Island and Kitchener-Waterloo, Ontario each received \$250 to support their Canada Music Week activities. The deadline for the William Andrews award is October 15.

Thank you to the CFMTA Delegates and staff for their assistance, and all the provincial CMW and Student Competition Coordinators for their support of CMW activities.

Respectfully submitted,

Po Yeh
Canada Music Week Chair



Communications Coordinator

Chair – Dina Pollock

Mandate *Responsible for overseeing both the Canadian Music Teacher Magazine (CMT), and Website*

Motions: None.

Meetings and Activities – 2018-2019

Directive: advertise in CMT for member volunteers to serve on the Social Media Committee. Chairs will be responsible to provide material for postings.

An advert was included in the Fall, Winter and Spring issues of the CMT for the Positions available - Social Media and the Advertising & Marketing Sub-Committee Chair.

New Business:

Requests for Free Advertising in the CMT and on the website – during the year we get requests to send to our member information about an event (competitions, festivals, workshop for students and teachers are examples).

This is normally sent to the Secretary, which is forwarded to the Editor with a response offering the option of placing a paid ad in our magazine. This is normally rejected. We are then asked if we will include the information for free. The protocol we have been using these last few years is to include a brief description and the URL in the “Mark your Calendar” section in the magazine.

We do not offer any space on our website (*more detail of why in the Webmaster report*).

A situation came this year when the request was submitted to the President and the Advertising & Marketing Chair who were unaware of our process of handling of free advertising. To make sure this does not happen in the future I would like to make some recommendations for future reference.

Recommendations

1 – Any requests for advertising an event be sent to the Communications Coordinator

2 – Communications Coordinator to forward to the appropriate person ie: *Editor of CMT, Social Media Chair* with the following suggestions:

- a) To include a brief description with the URL in the “Mark your Calendar” in the CMT
- b) To include the event (if applicable) on our Facebook page

Respectfully submitted

Dina Pollock
Communications Coordinator



The Canadian Music Teacher Magazine

Manager – Dina Pollock

Mandate

To publish three magazines issued annually

Canada Music Week (Fall) deadline August 15

Winter issue deadline December 1

Spring issue deadline April 1

Chair – Dina Pollock

Mandate Responsible for publishing The Canadian Music Teacher Magazine (CMT)

Motions: None

Meetings and Activities – 2018-2019

Further to the following:

Motion #17: That the “A Year In Review” issue of the CMT be kept and be our 4th issue of the CMT.

Directive: Dina Pollock to prepare detailed requirements and full description for this new edition for the next Policies & Procedures update.

1. **Policies & Procedures** has been updated to include to the changes we have implemented.

- a) A Year in Review
- b) Salary changes for the additional issue
- c) Move from paper to digital
- d) Mailing list protocols

2. **2020 Winter issue** – Further to **Motion #16: That CMT 2020 Winter issue be the first digital only issue.**

Notices will be included in the Fall issue reminding members that this is the last free paper issue and a subscription will be needed to continue receiving it.

3. **Mailing list**

- a) *Members that have taken out the subscription through their province* – address list will be sent to the CMT editor and before each issue editor will contact the registrars to update any address changes
- b) *Online Subscriptions* – a webpage has been built to have members subscribe online and will have options to pay – cheque, e-transfer or by PayPal.
- c) *Online Address updates* – a webpage has been built that members can update any address change



4. Ad Swaps – 3 pages of ad swaps were included:

- a) Fall - MTNA
- b) Winter - National Music Festival
- c) Spring - Clavier Magazine

New Business:

Clarification for 'free' ads in the CMT

Recommendations

To include a brief description and URL for any musical event that would benefit our members.

Respectfully submitted by:

Dina Pollock
Editor – The Canadian Music Teacher Magazine



Webmaster

Chair – Dina Pollock

Mandate *Responsible for maintaining and updating the website(s)*

Motions: None

Meetings and Activities – 2018-2019

1. **Move to New Server**

a) Website – this move went very smoothly

b) Email – this move had a few ‘glitches’ that have taken some time to work out and now is working efficiently

2. **SSL Certificate** – has been added and our site is now secure for online applications

3. **Online Application** – all programs are now set up with online applications.

New Business:

Free advertising on the website – this is a security issue. Any time we add external links to our site we are relying on THAT site to be secure. What does that mean?

If the site is ‘hacked’ our link will go to that ‘hacked’ site. Most sites that are hacked are rerouted to a Porn site. Only the LINKS page has external links at this time and these I monitor.

Recommendations

1. Not to include advertising on the website at this time.

2. For a Canadian Musical Event – add to the LINKS page for members convenience.

Respectfully submitted by:

Dina Pollock

Webmaster – www.cfmta.org



Conference Resource Consultant

This position was created at the CFMTA/FCAPM Annual General Meeting held in July 2018.

A job description has been developed and will be put forward for approval at the AGM to be held in July 2019.

A more complete report will be available following the close of the CFMTA/FCAPM National Conference 2019.

Respectfully submitted by,

Joanne Lougheed



E-Festival

Chair – Dr. Lorna Wanzel

Members – Terri-Lynn McNichol Administrator, Barbara Long, Jennifer Benson, Joan Woodrow, Mimi Ho, Pat Frehlich, Paula Rockwell, Tiffany Pinorn-Smith

Mandate (*from Policies and Procedures*) The E-Festival Chair shall, in conjunction with the Administrator, ensure all phases of the of the E-Festival are modified for each E-Festival's vision and executed according to the deadlines they impose. Provide an online only performance opportunity to students of members of the CFMTA of any instrument. Entrants must submit a video of the performance along with their entry, which is adjudicated by a fellow RMT from outside of the student's home province. A written adjudication is returned to the student within 7 days of the entry being received and a certificate of participation, along with a Gold, Silver or Bronze seal, as determined by the adjudicator, is sent to the student via Canada Post.

Motions: Acceptance of this report

Meetings and Activities – 2018-2019

It has been an exciting year for our CFMTA E Festival. Our E-Festival was the brain-child of Pat Frehlich, who met several times with Amy Zimmerman, who organized the MTNA E Festival. Our initial offering of the CFMTA E-Festival has been a great success. We had exactly 53 entrants for our CMW playing pieces by Canadian composers only, which took place this past February. My special thanks go to Barbara Long and Terri-Lynn, who worked so hard to get this started and to the rest of our committee, who responded to all our emails and gave us a lot of encouragement and support.

As an online only initiative, meetings were held via email with committee members. There was no set schedule for meetings. As items came up that needed input or assistance, an email was sent to the entire E-Festival Committee with a request for a response by a specific deadline.

Here is a quick overview of the results from this inaugural E-Festival:

Provinces that had entrants:

Alberta

British Columbia

Manitoba

New Brunswick

Ontario

Prince Edward Island

Yukon



There were 19 different teachers enter 53 students from 7 different provinces.

ADJUDICATORS:

There were 20 people who registered to be an adjudicator. 2 were removed as they were not members of a Provincial Registered Music Teachers Association.

Out of the remaining 18 registered adjudicators, 12 were used:

- 2 from Alberta
- 1 from British Columbia
- 1 from New Brunswick
- 1 from Nova Scotia
- 5 from Ontario
- 1 from Prince Edward Island
- 1 from Quebec

The remaining registered adjudicators were not used due to location. Most of the registered adjudicators were in Ontario, and most of the entrants were from Ontario. Where we had set out to try to have the entries adjudicated by an RMT in a different province, there simply were not enough entries from other provinces to use the remaining adjudicators.

ENTRIES:

The largest number of students entered by one teacher was 16 entries.

- 1 violin entrant
- 13 voice entries
- 39 piano entries

- Division 1 had 23 entries
- Division 2 had 12 entries
- Division 3 had 14 entries
- Division 4 had 4 entries

SEALS:

The Gold, Silver and Bronze Seals were assigned as follows:

- Gold = 17
- Silver = 28
- Bronze = 8

- Division 1: 8 Gold, 12 Silver, 3 Bronze
- Division 2: 4 Gold, 6 Silver, 2 Bronze
- Division 3: 2 Gold, 9 Silver, 3 Bronze
- Division 4: 3 Gold, 1 Silver



FINANCIAL OVERVIEW:

Original budget = \$3000.00

Expenses pre-festival:

\$103.94 Poster

\$179.37 Website work

\$595.00 Administration Set Up Nov-Dec 2018

Total \$878.31, leaving a balance of \$2121.69 from original \$3000

Revenue:

E-Festival Income \$1580.00

Total revenue: \$1580.00

E-Festival Expenses:

\$41.48 PayPal fees

\$220.61 Seals, certificate, printing, postage

\$288.00 Adjudicators' fees

\$765.00 Administrator's hours

Total Expenses: \$1315.09

Net profit: \$264.91

Future Plans – There will be another exclusively Canadian Compositions E-Festival in the fall of 2019 to align with Canada Music Week. The entries will be open from Friday, November 1, 2019 closing on the Friday of Canada Music Week, November 27, 2019.

Requests from participants and teachers of the inaugural E-Festival was to have one open to all composers and genres, so there will be an “open” E-Festival in early 2020. The tentative dates are for it to open on February 1, 2020 and close on February 22, 2020.

Recommendations

To continue with our current mandate.

Respectfully submitted,

Dr. Lorna Wanzel
Chair



Nominations

Chair – Past President Cynthia (Cindy) Taylor

Members: N/A

Mandate: General Description: page 26 of the Policies and Procedures:

The Past President or a person appointed by the Executive Committee shall serve as Nominations Chairperson for elections to be held at the Annual Executive Committee meeting. The Nominations Chairperson may not let his/her name stand for any office.

Positions for Election:

Elections for the following Committee Chair positions will be held at the Executive Council meeting in July 2019:

The following people have agreed to let their name stand for the below stated position:

- CFMTA/FCAPM Vice President Paula Rockwell

Nominations shall also be accepted from the floor with the consent of the nominee.

Thank you for considering how you can contribute to CFMTA/FCAPM by bringing your talents and expertise as a vital member of the CFMTA/FCAPM.

Respectfully submitted by:

Cynthia (Cindy) Taylor, Past President
Nominations Chair



Professional Development and Research

Professional Development

Chair – Patricia Frehlich

Members – Lorna Wanzel

Mandate

To promote professional development among our members through various means and be responsible for establishing and maintaining communication regarding professional development with other organizations such as RCM, CC, CMEA, MTNA, Frances Clarke Institute and ISME.

Motions:

I move acceptance of this report

Meetings and Activities – 2018-2019

1.e-Festival

After discussions with Amy Immermann at MTNA (2018) I presented the possible new initiative of an e-Festival at the July 2018 meetings and I pleased that the first e-Festival has occurred to great success! Congratulations to all involved!

Lorna Wanzel and I arranged a follow-up meeting with Brian Shepard of MTNA, who now oversees their e-festival and he was excited to hear of our successful first try. He was especially interested in the fact that the CFMTA is not a year round competition, as he feels that having no deadline for participation has been a detriment to their festival that is struggling at the moment.

A collaboration promoting Canada Music Week and creating an American Music Week by having the e-festivals occur simultaneously was discussed as a possible future project.

2.Wellnes Symposium

I met with Gail Berenson to offer an update from last years discussions regarding this possible project. I informed her that the CFMTA wasn't prepared to participate at this time. We also discussed the possibility of partnering with PAMA in the future, or simply promoting existing wellness projects or conferences.

3. Piano Pedagogy Symposium for University Students



Dr. Gilles Comeau contacted me to discuss the possibility of organizing a Pedagogy Symposium of specific interest to advanced private students, and university students. Dr. Comeau has also had some discussions with ORMTA regarding this project.

It would be possible to host this in Ottawa and he wants to know if CFMTA would be interested in getting involved, thereby making it a national event. In particular he has asked how much time and energy I would be willing to give to this project. It was decided that I would bring it up for discussion at the CFMTA meetings in July.

4. Piano Magazine: Discount Membership

Ryan Green, Digital Marketing and Advertising Director for the Piano Magazine (formerly Clavier Companion) and I had numerous meetings and email exchanges to arrange the most cost effective and efficient way to offer CFMTA's registered music teachers a discounted subscription for the magazine and the webinars offered by the Frances Clark Center for Piano Pedagogy.

It was decided that our membership would be offered a discounted price of \$36.00USD per year to receive both the print and digital version subscription and full access to web resources by subscribing directly to Clavier Companion and using the code CFMTA . This offer provides no risk to CFMTA as all subscriptions will be handled by Ryan's team.

All information about this subscription offer will be made available to our members in the spring edition of the CMT.

The discounted price is currently available until December 31,2019. However, if there is interest from our members, this offer may be extended, so please promote it to your provincial members.

5. Website updates

Two literature reviews were posted this past year, under Research and a few new links of interesting pages regarding professional development were added.

6. Canadian Music Teacher Submissions

With the assistance of Lorna Wanzel, who also attended the 2019 MTNA conference, several contacts were made with colleagues who presented on a variety of subjects, with an offer to submit articles to the CMT this coming year. All the presenters have since been contacted and advised of the necessary criteria and deadlines for submissions to the CMT provided by the Editor.

To date, the following articles have been confirmed for publications in the CMT this coming year are:

-An interview with Alan Walker, Professor Emeritus, McMaster University:



by Janet Lopinski, Senior Director Academic Programs, RCM

-Alan Walker Book Review-

by Dr. Dale Wheeler, RMT

-Fear Itself

by Thomas Lanners, Professor of Piano, Oklahoma State University

The Business-minded Music Teacher: Entrepreneurial and Technology Tips for Your Studio

by Noreen Wenjen, NCTM, Author of "The Two Year Wait List"

Using Repertoire to Incorporate New World Music

by Angela Miller-Niles, Professor of Piano, Wayne State College

The following articles are still to be provided:

Too Many Notes- Not Enough Time in a Day

by Johan Botes, Professor of Piano, Marshall University

Migraine Free Management- Operating an Independent Music Studio with Less Stress

By Clinton Pratt, NCTM, RCM Examiner

Adapting Basic Piano Teaching Techniques for Children with Special al Needs

by Elizabeth Caluda, NCTM, Shenandoah University

7. Frances Clark Center for Piano Pedagogy

I met with Dr. Jennifer Snow, Executive Director, to discuss possible collaborations with the center and I requested information about this organization and the work they do be provided to our membership. Dr. Snow prepared an article that will appear in the spring edition of the CMT.

8. Policies and Procedure Update

A revised, more detailed job description for the Chair of this committee was created and provided to the Policies and Procedures Chair, for publication in the 2019 manual.

Future Plans

To continue to work on follow-up with the current and future projects as I strive to offer numerous professional development opportunities to RMT's across Canada.

Recommendations



To expand this committee.

Respectfully submitted by:

Pat Frehlich
Professional Development Chair



Research

Chair –Patricia Frehlich

Members – Dr. Gilles Comeau, Dr. Dale Wheeler, Dr. Lorna Wanzel

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 are submitted either in English or French, for evaluation by a blind peer review panel as per international standards. Accepted manuscripts are posted on the CFMTA website and the abstract and authors bio are published in the Canadian Music Teacher.

Motions:

I move acceptance of this report

Meetings and Activities – 2018-2019

Editorial Board

The International Editorial Board is as follows:

Ben Bolden-Queens University
Isabelle Cossette-McGill University
Donald Russel-Carlton University
Isabelle Heroux- University of Quebec
Juiian Beacon-University of Ottawa
Jennifer Snow- ED, Frances Clarke Institute

All members of the Board agreed to offer their services to evaluate the submissions and to support the work of this CFMTA project.

1.Submissions

There were three submission this past year. Each submission required numerous emails to the author and peer reviewers. Each submission was conditionally accepted with some revisions. Under the guidance of the reviewers, once the revisions were completed, the papers were then resubmitted for final approval.

A Literature Review, entitled “The Effect of Choral Music Towards Alzheimer’s Disease”, submitted by Matthew R. Shepherd, was accepted, posted on the CFMTA website and published in the January 2019 CMT.



A Literature Review, entitled “Classical Singing and Music Performance Anxiety “, submitted by Meaghan D.

McKay was accepted and, posted on the CFMTA website and published in the May 2019 CMT.

A Research Paper, entitled “Healthy Piano Technique and Prevention of Professional Injuries: Exploring the work of Anna Schmidt-Shklovskaya and Ivan Kryhanovsky” was submitted and the peer review is not yet complete at the time of this report, therefore the author will not be named.

2. Promotion

I prepared an article entitled Focus on Research for the fall 2018 edition of the CMT, offering general information about this program and encouraging submissions.

This article was also sent by email to professors at various Universities offering Research for distribution among their students.

Information about Focus on Research was prepared and made available at the CFMTA display table at the MTNA Conference in Spokane in March.

CFMTA conference:

Information for a Call for Poster Sessions at the July 2019 CFMTA conference was prepared and provided to the Conference Committee for publication in the fall 2018 CMT.

This information was also advertised in the MTNA American Music Teacher.

3. Updates

A revised, more detailed job description for the Chair of this committee was created and provided to the Policies and Procedures Chair, for publication in the 2019 manual.

It has been recommended that the CFMTA/FCAMP Essay Competition be moved from the Canada Music Week portfolio into the Research portfolio for the coming year. Therefore, the Essay Competition responsibilities now appear under Research in the Policies and Procedures Manual.

Future Plans

To bring greater awareness of the publication opportunities to doctoral students and their professors at various Canadian universities and to encourage their involvement at the National and International level.

To expand the Editorial Board to include evaluators for the Essay Competition.



Recommendations:

None at this time

Respectfully submitted,

Patricia Frehlich
Research Chair



Public Relations and Marketing

Chair – Patricia Frehlich

Members – Barbara Long, Po Yeh

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

Motions:

I move acceptance of this report

Meetings and Activities – 2018-2019

1. Ad swaps

Ad swaps were coordinated with MTNA (October/November edition and the Clavier Companion's Piano Magazine (spring edition) this past year. Both ads, in full page color, were promoting the CFMTA 2019 Conference. There was also an ad placed in the CMT for the National Music Festival. My thanks to Dina for her assistance with this.

2. CFMTA/FCAPM Promotion

There were numerous communications throughout the year with the Winnipeg planning committee regarding conference promotion.

I assisted with the Call for Proposals document and prepared a Call for Poster Sessions document on behalf of the committee for the Fall, 2018 CMT. This was also sent to MTNA and the Focus on Research Editorial Board, as well as numerous universities for distribution.

The Conference Planning Committee provided several items for conference promotion which I made available during the MTNA conference at the CFMTA display table. The items included a large poster, postcards, call for poster information, print material and pins. My thanks to Evangeline and the committee for providing this.

The CFMTA display at MTNA also included old editions of the CMT, (thanks to Anita for sending these) brochures, Focus on Research information, business cards and information about international membership through NSRMTA.

3. University Outreach



A data base providing contact information for all post-secondary institutions offering music programs is available to the provinces should they wish to contact those in their provinces offering membership information. Sample letters of invitation are also available for both the professors and students.

4. MYC and CFMTA Affiliate Members.

I met with Olivia Ridelle, President and International Director of Music for Young Children to continue discussions around promotion of CFMTA/FCAPM at their regional events. I have been invited to speak at an MYC event August 21, in Calgary, on behalf of Conservatory Canada and will also use this opportunity to promote CFMTA. I will provide information on the membership criteria for the various provinces and territories and brochures will be available. There are approximately 90 MYC teachers expected. We have been invited to provide print material or other promotional items at their national conference held biennially, the next being in Toronto in 2020.

5. New Positions

CFMTA/FCAPM is needing to fill two positions:

- Social Media Person
- Advertising and Marketing Sub-Committee Chair

A Job description for the social media person has been created and the job description for the Advertising and Marketing Chair is available in the Policies and Procedures manual.

Both positions were advertised in the Fall and Winter CMT. There were two applicants for the Social Media position which I forwarded to the President for review. It was felt that neither of the applicants were suitable. To date, neither of these positions have not been filled.

6 . Brochure Revisions

The CFMTA/FCAPM brochure is in need of updates and revisions. Work will commence on this in late May and once the revisions are approved by the officers a reprint will be ordered for both an English and French version.

7. Policies and Procedures Update

A revised, more detailed job description for the Chair of this committee was created and provided to the Policies and Procedures Chair, for publication in the 2019 manual.

Future Plans

To continue with outreach to students, teachers and other organizations and the general public, promoting Registered Music Teachers, the CFMTA/FCAPM and the work that is being done locally, provincially, nationally and internationally.

Recommendations

Budget Increase:



I recommend the CFMTA delegates discuss the allotted budget for this position as it has not been increased since the position was created in 2008. The budget is currently set at \$3000.00 and used for travel only. There is no honoraria provided for Chair. Although the budget is listed for PR and Marketing, it also effects the Professional Development and Research portfolios as attending the MTNA conference allows the Chair to make numerous contacts, as my reports refer to. For the past two years I have personally subsidized the travel to attend the MTNA conference. This past year my personal subsidy was \$705.34.

Committee Expansion:

I recommend that the committee be expanded by a least two members.

I am grateful for the support and assistance of committee members Po Yeh and Barabara Long.

Respectfully submitted,

Pat Frehlich

Public Relations and Marketing Chair



Advertising and Marketing Sub Committee

Chair Pat Frehlich , Temporary Chair

Members – Barbara Long, Po Yeh

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/FCAPM 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/FCAPM'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/FCAPM 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.

Motions:

I move acceptance of this report

Meetings and Activities – 2018-2019

1. Template Updates

Updates were provided as requested from the provincial organizations, for templates of Branching Out, and Young Artist Tour. My thanks to Barbara Long who prepared all the updates.

2. Ad swaps

A full page advertisement was prepared and provided to the MTNA and Clavier Companion for ad swaps.

3. Canadian Music Festival

A request from the Federation of Canadian Music Festivals for a prize sponsorship for \$500.00 was received in February. In discussions with the Officers about this request, the Officers were opposed to offering prizes as a form of advertising. The committee therefore decided to purchase advertising in the print material for the Festival the amount of \$435.00 (a 25% discounted price) for this event. The half page ad will be included in all FCMF publications including: all competition programs, annual



reports and three newsletters of 180 festivals across Canada, as well as monthly recognition on Facebook for one year.

The committee requests further discussion about this advertising item in an attempt to offer more clarification regarding Prizes as a form of advertising.

4.Swag Request

I was contacted by vice president Lauren.Kells, following a discussion she and the officers had regarding the purchase of “swag” to be used as promotional material. The committee questioned this request as it was unclear as to the purpose of this, specifically, who would receive it and how this would benefit CFMTA. Laureen provided further background information and informed us that she is attending a music event in Austria this summer and wanted swag to give to those attending. The committee invited Laureen to research items on Vista and prepare a budget. Although the initial suggestion was to purchase of sticky notes and pens at a cost of \$1312.03, after much discussion, the committee felt that a budget between \$300.00 to \$500.00 would be provided and fewer items were purchased for a cost of \$452.65.

The committee request further discussion about this promotional initiative and benefits for CFMTA.

Future Plans

The CFMTA/FCAPM brochure will be updated this year and reprinted in both the English and French version.

This expense will be included in the \$2000.00 advertising budget for the coming year.

Recommendations

That a Chair and committee members be found for this portfolio

Respectfully submitted,

Patricia Frehlich (Temporary Chair)



Strategic Planning

Chair – Lauren Kells

Mandate (from Policies and Procedures)

The Strategic Planning Chairperson shall be the person who seeks out current practices and future directions of the CFMTA with a view of providing a guide to the Executive Committee for planning from year to year. The Strategic Planning Chairperson is a current member or has been a member of the Executive Committee.

Responsibilities

The Strategic Planning Chairperson shall:

1. Select a committee of at least five person representing a cross-section of the membership of the Provinces and Territories
2. Be responsible, with committee and officer support, for investigating all aspects of the practices of CFMTA with a view to providing a guide for future directions.
3. Be responsible, with committee and officer support, for pointing out how current practices will affect future directions of the CFMTA
4. Along with the committee, prepare a working 'multi-year plan', a plan that will regularly be amended and modified. This plan is to contain suggestions for future planning by the Executive Committee and Officers
5. Prepare, with committee support, resolutions and motions regarding changes to practices for presentation to the Executive Committee
6. Hold office for one term of two years, with re-election possible for further two year terms.
7. Submit a yearly report to the Executive Committee.

Motions: NONE

Meetings and Activities – 2018-2019

The Strategic Planning of the CFMTA took a decided turn in July 2018 with the hiring of Peter Wright of "The Planning Group", of Toronto. At our Annual Meeting in July 2018 in Toronto the delegates spent a day with Mr. Wright discussing the future direction of our organization.

Much came out of that meeting and the officers spent a lot of time in the ensuing months disseminating and communicating the information given by Mr. Wright.

Working on a three year schedule, and as a direct result of the session with Mr. Wright the following projects were developed and initiated in Year One:



1. A Video Professional Development Program. This program, under the direction of Dina Pollock, allows access to videos that have been recorded by our members across Canada on timely pedagogical topics.
2. Collection of e mail addresses. The national office now has the ability to communicate directly with provincial members via e mail.
3. E-memo – as a result of this ability the CFMTA now distributes a monthly E-memo which outlines important dates and other pertinent information in our association. This allows a tangible reminder to all teachers of the work that is being done at the national level on their behalf.
4. E-festival. The CFMTA now offers a music festival which is open to all students. This festival is run entirely on-line.

We can be proud that we are off to this great start on moving our association forward.

Future Plans

Under the direction and guidance of a Chairperson and committee members the following initiatives would be put into action-

Years Two and Three –

1. To discuss and explore the possibility of a smaller and more efficient board.
2. To discuss and explore paid professional management of the CFMTA
3. To discuss and explore a Young Teachers Division
4. To discuss and explore a CFMTA/FCAPM Award in the form of an entrance scholarship
5. To discuss and explore a National CFMTA/FCAPM Day every July 5th.
6. To continue advocacy of music education in schools.
7. To discuss and explore further work with a professional strategic planner.

Recommendations

A chairperson and a committee representing a cross section of provincial members be elected to further the work of strategic planning.

Respectfully submitted by:

Laureen Kells, CFMTA Vice President
Strategic Planning Chair



Translation Committee

Chair – Barbara Long

Members David Côté
 Hélène Lord
 Lynne Gagné

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: There were no motions relating to the Translation Committee at the 2018 Executive Meeting.

Meetings and Activities – 2018-2019

Files submitted by the CMT Editor and Chairs were forwarded for translation, and then sent back to sender and the CFMTA office. This included all the files for the new E-Festival.

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

Recommendations

- That files for translation be submitted at least 3 weeks before they are needed as per P&P directives
- That translation requests be submitted in a Word file [not in an email text or pdf] so they are ready to go to the translator
- That translation requests be grouped, avoiding the submission of just a line or two, as there is a \$25 minimum fee
- That the budget remain the same as 2017-2018
- That a new Chair be found to take over in a year when the 6-year limitation on Chair terms takes effect.

Respectfully submitted by:

Barbara Long, Translation Chair



Young Artist

Chair – Cynthia Taylor, Past President

Members – N/A

Mandate (*from Policies and Procedures*)

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. All YA tours are held every two years.

Motions: None

Meetings and Activities – 2018-2019

The CFMTA/FCAPM Young Artist Tour Program was created in 1946 by Lyell Gustin of Saskatoon, Saskatchewan. Lyell Gustin felt that it is important to inspire gifted young musicians by providing them with performance opportunities. His dream has been fulfilled over the past 72 years by giving all these talented young people the opportunity to present a Young Artist Concert Tour. We currently have six Regional Tours available across Canada.

Western YA Tour: Regional YA Convenor - Muriel Smith

Young Artist: Albert Chen – Pianist

The Western YA Tour was very successful Fall event with a total of six concerts; Saskatoon, Regina and Swift Current (Saskatchewan); Winnipeg, Gimli, and Brandon / Westman (Manitoba). Young Artist, Albert Chen, wrote a lovely detailed final report of his concert tour and included how the Young Artist Program has impacted his life. Below is a portion of that report. What a wonderful tribute to the legacy and vision of Lyell Gustin.

“Overall, it has been an incredible experience for me. Opportunities like this are extremely valuable for young musicians like me and I am very thankful to have been able to go on this concert tour. I could not have imagined that this tour would turn out to be one of the main musical highlights of my career thus far and have such a huge impact on me. I would like to thank everyone who was part of this tour for showing such hospitality, generosity, kindness, and warmth. I really cherish the experiences and memories I made on this tour and look forward to continuing my musical journey in the future.”
Albert Chen.

ORMTA YA Tour: Regional Convenor- Sheila Vandikas

Young Artist: Juliana Krajcovic – Soprano



The ORMATA YA Tour was also in the Fall and included a series of five concerts in – Ottawa, Aurora, Toronto, Kingston, and Waterloo. Juliana will be representing Ontario in the MRMTA Voice Competition in Winnipeg at the MRMTA Conference in July.

Atlantic YA Tour: Regional Convenor - Lynn Johnson
Young Artist: Andrew Son - Pianist

The Atlantic YA Tour spanned over a period of five months from October - February. Their Young Artist, Andrew Son, presented six concerts: Prince Edward Island; Sackville (New Brunswick); Yarmouth, Wolfville, Halifax, and Mahone Bay (Nova Scotia). Andrew will be representing Nova Scotia in the CFMTA/FCAPM National Piano Competition in Winnipeg at the MRMTA Conference in July.

Alberta YA Tour: Regional Convenor: Louisa Lu
Young Artists: Jessica Yuma – Pianist, and Glynnis McCrostie – Vocalist

The Alberta YA Tour completed this years Young Artist events with a piano **and** a vocal Artist. Jessica Yuma and Glynnis McCrostie are from Edmonton. There were three concerts in the Alberta tour. Both Young Artists presented programs in Edmonton and Calgary. Jessica also performed a solo piano recital in Lethbridge. Jessica will be representing ARMATA in the CFMTA/FCAPM National Piano Competition and Glennis will be representing ARMATA in the MRMTA Vocal Competition, during the MRMTA Conference in July.

British Columbia YA Tour: Regional Convenor – Sonia Hauser
Due to scheduling issues the BC tour was cancelled

Quebec YA Tour:
No Young Artist Tour this year.

Future Plans

To encourage Young Artist Tours presented in all six regions. Continue the legacy of Lyell Gustin.

Recommendations

Policy and Procedure guidelines for National, Regional, and Host Branches information was sent to each Regional Convenors early to assist them in the preparation of their Young Artist Tours. Young Artist Certificates were updated and available on the CFMTA website.

Communication still seems to be an issue with questions arising about the responsibilities of each level of administration with the tours. I recently realized that the Financial template for the finalizing of Regional and Host Branch reports is not in the document area of the current Policies and Procedures. For easy access for convenors I recommend that the financial template for the Young Artist Tour be included in the last section of the Policies and Procedures.



In conclusion I would like to thank everyone who spent many hours making the Young Artist 2018-2019 Program a success. These tours could not happen without the abundance of time and effort given by the convenors at the Host Branch level and especially at the Regional level. A very big “Thank – you” to Muriel Smith, Sheila Vandikas, Lynn Johnson, Louisa Lu, and Sonia Hauser, for their passion in helping to continue this very worthwhile program.

Respectfully submitted by,

Cynthia (Cindy) Taylor
National Coordinator Young Artist Tour
Past President CFMTA/FCAPM



Video Resource Library

Chair – Dina Pollock

Committee – Mimi Ho, Kathy Schmidt

Mandate: To create a video resource channel, as per the July 2018 directive that Dina Pollock create a CFMTA/FCAPM Youtube.com channel with appropriate criteria for submission.

Motions: None

Meetings and Activities – 2018-2019

We as a committee had many challenges to work out:

- a) **Honoraria** – we settled on an Honoraria of \$150 for the clinician(s)
- b) **Contract** – to make sure CFMTA/FCAPM had the rights to the video but not the content
- c) **Hosting of video** – we could not password protect the videos on YouTube, a new hosting site had to be researched. We decided that with Vimeo, we have options to protect the videos:
 - i) they can only be viewed on our website
 - ii) cannot be downloaded
 - iii) the page is password protected
- d) **Keep the quality of video similar** – research and purchase of wireless microphone and making a Video Kit which is sent out to any province requesting it. Video kit includes:
 - i) Smart Phone
 - ii) Wireless Microphone
 - iii) Mini Tripod
 - iv) Smart Phone holder with hot shoe (*for wireless mic*)
 - v) Flash Drive for additional storage
 - vi) Cables
- e) **Mailing Cost for Kit** – this was researched and Canada Post (with insurance) is the cheapest. Mailing cost for returning the kit is paid by CFMTA/FCAPM and part of this program budget
- f) **Files transferred for editing** – this was a huge problem since the size of the file could not be emailed – we solved this by adding a smart phone to the kit
- g) **Editing of video** – in the current budget we have included an Honoraria of \$150 for this work (*this job takes 3-5 hours for editing, 2-4 hours to upload to Vimeo with highspeed internet*)
- h) **Adding to website** - Link is sent to Webmaster; webmaster builds a new page to embed the video
- i) **Finished look** – what info to include on the page and how we wanted to see the finished page

The following Job description was added to Policies & Procedures:



General Description:

The Video Resource Library Committee responsible for receiving videos produced by provinces, editing them, uploading them to the Video server (VIMEO) and sending the link with the workshop details to the webmaster to be upload to the website.

Responsibilities:

The Video Resource Library Committee shall be responsible to:

1. Remind Provinces about this program and the resources that they can use to produce the video. Example of video kit – wireless lapel mic, mini tripod, and video camera (smart phone)
2. Have contracts in both English and French available for Provinces to use for clinicians posted on the Websites. Clinicians to receive an honorarium of \$150 for their presentation.
3. Have contracts in both English and French available for Provinces to use the Video Kit posted on Website.
4. Submit contracts to Webmaster for posting on both English and French websites.
5. When requested - mail out Video Kit with Insurance – Video Kit to be mailed back with Insurance and costs to be paid by CFMTA/FCAPM.
6. Submit completed contracts to Treasurer for payment after video has been received.
7. Have video edited – either by someone on the committee or outsourced – honorarium to be paid \$150 per video.
8. Upload completed video to video server (Vimeo) with settings to keep video private and only available for viewing in CFMTA/FCAPM website. Send embed code to webmaster for posting.

Contracts – A copy of our CFMTA/FCAPM Right of Video Ownership contact is attached for reference

New Business:

New budget amount for this program – included in the 2019-2020 budget.

Recommendations

Alberta, British Columbia, Manitoba, Ontario and Saskatchewan have submitted videos. I would like to encourage the other provinces and territory to submit video(s).

Respectfully submitted,

Dina Pollock



CFMTA/FCAPM Right of Video Ownership Contract

- 1) This agreement constitutes the filming of and ownership of a live video as agreed to by all parties:

Clinician: _____ Please include credentials

Title: _____

Contact information:

Mailing Address: _____

Email: _____

Cell/phone: _____

Provincial Association: _____ and CFMTA/FCAPM

- 2) Unless otherwise specified, it is understood that any and all rights including editing, shall remain the property and authority of CFMTA/FCAPM and may not be used for advertising display, or any other purpose, without express written consent of CFMTA/FCAPM and the Clinician, the Clinician will own the intellectual property.
- 3) The video will be available to members of CFMTA/FCAPM via our website (www.cfmta.org) for educational purposes only and not for profit, website page will be password protected. Video to be hosted on Vimeo but only accessible through the CFMTA/FCAPM website.
- 4) The following compensation will be paid by CFMTA/FCAPM to the Clinician in exchange for the rights to the video as mentioned above: \$150.00
- 5) We, the undersigned confirm that we have read the herein agreement prior to its execution, and we are fully familiar with the contents thereof. This agreement shall be binding upon us and our Provincial Registered Music Teachers Association. We verify that we have received a complete copy of this agreement.

Print (Clinician) Sign Date

Print (Provincial Representative) Sign Date

Print (CFMTA/FCAPM) Sign Date



Ad Hoc Committee Reports

Manitoba Conference/100th Anniversary 2019

2019 Conference Committee Members:

Co-chairs – Annette Hay, Evangeline Keeley

Secretary/Vocal Competition – Linda DePauw

Marketing/Fundraising – Leanne Hiebert

Treasurer – Alanna Courtney (to Nov/18) Lori Jede

Website – Bernadette Geras

Registrar – Gina Wedel

Piano Competition – Lee Houghton Stewart

Workshops/Programming – Evangeline Keeley

Trade Show – Glory St. Germain

Archivist – Muriel Smith

Motions: None.

WOW! At the time of writing this report, *A Century of Sound Connections* is still 49 days away. We have been working countless hours to host this conference. We are confident you won't be disappointed! There are still dozens (hundreds?) of little details to finalize. By the time you are meeting at the historic Fort Garry Hotel, all will be ready.

There are many things about *A Century of Sound Connections* that are exciting!

- The Gala Concert will begin the conference and will be The. Big. Celebration. of MRMTA's 100th Anniversary! Internationally renowned competition jurors and a wide variety of local performers will take to the stage of the Grand Ballroom. Muriel Smith's narrative will captivate and inform as she weaves the story of the MRMTA throughout the evening. Her book commemorating the MRMTA's centennial will be officially launched at the Gala Concert.
- The conference schedule contains over 20 sessions to choose from. Topics cover a wide range of interests including pedagogy, using technology in your studio, young beginners, and more. We are especially happy to be able to present the Manitoba premiere of Ana Sokolovic's work *dawn always begins in the bones*. This presentation is a unique collaboration between the University of Manitoba and the University of Toronto and is a great example of the conference theme.
- Eight young pianists are expected to compete in the biennial National Piano Competition. We hope that performing in the historic Provencher Room will be a memorable experience for each of them.
- We are thrilled to be hosting the MRMTA 2019 National Vocal Competition! There are 6 singers from across the country competing for prizes totaling \$12,250. All the vocal prize money was donated by Manitobans and we are so grateful for their support.
- Another plus to the schedule is a Strings Masterclass with Winnipeg native, Eric Wilson. As a cellist, he has performed extensively throughout North America, Europe and Asia. He currently



chairs the String Division at the University of British Columbia. He will work with 6 Manitoba strings students on Saturday morning, July 6th.

- Of all aspects of the conference, fundraising probably brought on the most anxiety! Could we do it? After all, we had added the vocal competition with all its expenses to the schedule. Manitobans – the most generous charitable givers in Canada – came through! We have raised approximately \$33,000 through donations and sponsorships. In addition, we received a \$9,600 grant from The Winnipeg Foundation, and are waiting to hear about a government grant for \$1,500. At the time of writing we expect to end with a modest profit, barring major unforeseen expenses.

-

We are so looking forward to meeting all of you at *A Century of Sound Connections!*

Respectfully submitted

Annette Hay and Evangeline Keeley

Conference Co-chairs



Alberta Conference Committee Report

Chair – Marlaine Osgood

Members – Marlaine Osgood, Judith Ammann, Vicki Martin, Carolyn Garritano, Subash Giri, Kimerica Parr, Adela Wedler, Naomi Parker, Rosemarie Horne, Dale Wheeler, Pat Frehlich, Elizabeth Raycroft, Margaret King, Annette George

Registrar - Vicki Martin

Vocal Competition – Kimerica Parr

Piano Competition – Adela Wedler

Hospitality/venue – Subash Giri & Judith Ammann

Opening night Gala – Judith Ammann

Presenters - vacant

Treasurer – Vicki Martin

Trade Show/sponsorship - vacant

Tourism – Naomi Parker

Website – Carolyn Garritano

Theme/Name: Our Rhythm Runs Through It

Location:

Chateau Lacombe, Grant MacEwan University (Alberta College campus), and McDougall United Church, Edmonton

Key Note Speaker:

We are currently considering:

Noa Kageyama

Sarah McLachlan

Susan Aglukark

Cara McLeod

John Tessier

Jon Kimura Parker

Jann Arden

Workshops: TBA

Misc: View of the river valley from the venue.

Respectfully submitted,

Marlaine Osgood