

Lethbridge Branch Minutes Thursday, March 2, 2023, Zoom Meeting

Check out the Lethbridge Branch website for updates and information regarding upcoming events and meetings at www.lrmta.com

Brenda called the Zoom meeting to order at 10:00 a.m. and welcomed those participating. There were 7 members present: Brenda Lockmuller, Lorrie Wittke, Betty Jo Radley, Tamara Bowie, Linda Dickey, Carmen Letourneau, and Christine Rogers. Brenda also welcomed special guest, ARMTA president, Rosemarie Horne. Thank you to everyone who attended! A special welcome to new member Carmen Letourneau attending her first meeting!

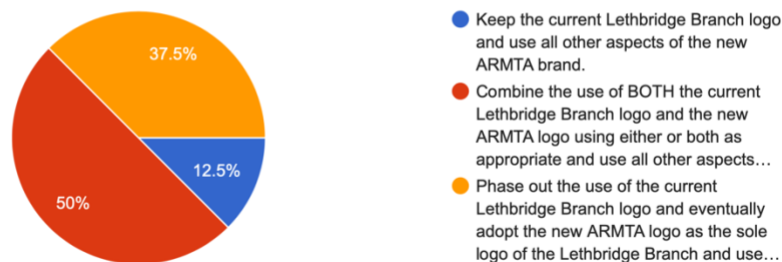
Linda moved the approval of the agenda with Tamara seconding. Betty Jo moved the acceptance of the February minutes noting that the information about submitting names for the March 11th recital had changed since the meeting. Seconded by Linda.

Christine gave the Treasurer's report. The account balances as of March 1st: Awards Account: \$1659.94 and Operating Account: \$1148.85. Upcoming expenses from the operating account include \$200 for Practise-a-thon prizes, and the \$100 honorarium for the Troyanda Ukrainian Dance Club who are special guests at our March 11th recital. Christine will apply for the \$100 CFMTA Branching Out grant for this event. There were no outstanding cheques at the time of the meeting. Christine moved the adoption of the Treasurer's report as presented. Seconded by Linda.

Christine gave an update on our Branch logo and the recent survey sent out to gather information from the membership on its preferences moving forward regarding the use of our Branch logo. A chart summary of the survey appears below.

Please choose ONE of the following with respect to the use of the Lethbridge Branch Logo in the context of the new ARMTA branding.

16 responses



We have recently received new information from ARMTA regarding their policy concerning the new ARMTA branding. The Lethbridge is very strongly encouraged to retire its Lethbridge logo.

Because we were under the assumption when we sent out the survey that we had some flexibility and choice in the matter of using our Lethbridge Branch logo, and since a majority (10

out of 16 respondents) of survey respondents indicated they would like to keep a connection with our historical logo, this issue needs to be revisited.

The executive will consult and draft a plan to advise members of the most recent developments and information, and provide ample opportunity for discussion and feedback so that we can decide as a Branch how to approach the use of our historical Branch logo. We will then be free to move forward with whatever the Branch decides, knowing that we have given members every chance to be involved in the decision-making process using the most transparent means possible. Discussion at the meeting was deferred to give enough time to address the organization of upcoming events.

Christine gave the Secretary's report. She encouraged teachers to carefully read the minutes of each meeting. They are emailed out after each meeting and are available on our website at <https://lrmta.com/minutes-lrmta-meeting/> Christine moved the adoption of the Secretary's report. Seconded by Betty Jo.

Lorrie gave the ARMTA report. The ARMTA Voice and Piano Competition finals will take place March 4th in Red Deer. The next ARMTA board meeting will be by Zoom on March 11th. Thank you to Lorrie who has prepared the Lethbridge Branch report and for her efforts as our ARMTA rep. Music Conference Alberta deadline for proposals for presentations is March 15th: <https://www.musicconferenceab.ca/call-for-interest-sessions.html> Student Composer Competition deadline is April 1st: <https://armta.ca/student-composer-competition/>

Annual ARMTA and local Branch Fees are due by March 31st, with an added \$20 for the hard copy subscription of the CFMTA *Canadian Music Teacher Magazine*. If you haven't already renewed, follow the link to the ARMTA members area page: <https://armta.ca/member-entrance-page/#myaccount> After February 28: Full or Affiliate ARMTA fee \$185 plus Branch fee \$35= \$220

There was no new correspondence at this time.

Christine continues to share information about upcoming community and Lethbridge Branch events on our Facebook feed.

There was no new information available regarding the University of Lethbridge. Music at Noon recitals are scheduled for Tuesdays at 12:15 p.m. in the University of Lethbridge Recital Hall. Complete information for Music at Noon: <https://www.ulethbridge.ca/fine-arts/study/music/concerts-and-recitals> click on *See the Lineup*. Information regarding University of Lethbridge Fine Arts events can be found here: <https://www.uleth.ca/fine-arts/event-season> Ticket information for events can be found at the following link: <https://uleth.universitytickets.com/>

Brenda will be using our Branch email to subscribe to the following organizations: [RCM](#), [CC](#), [CFMTA](#), [AAC](#), [AMEF](#), [APTA](#), [ABRSM](#). A recent email from RCM sent to us by our local RCM rep,

Monica Baczuk, indicates that without at least a half day of examinations, the August in-person exam session in Lethbridge will be cancelled. Please contact Monica if you have students who might be interested in this session at monicab1961@hotmail.com

Brenda recommended the following online teaching resources: shop.abrsm.org for research on jazz books; Graham Fitch practisingthepiano.com or search "Graham Fitch" on YouTube.

The Allied Arts Council AGM will take place on March 28th at 7:00 p.m. in the Community Room at Casa. As an organization member we have a vote. Thank you to Tamara who will be attending to represent us.

Our Lethbridge Branch AGM will take place at our May 4th Branch meeting, at which time we will adopt the amended Policies and Procedures and confirm our Executive for 2023-2024. Upon a second review of the Policies and Procedures, and after consultation with the ARMTA Administrator, Tamara Bowie, we have decided to discontinue the first-year-free promotion we have been offering for Branch membership fees to new members, and will use the half price membership fee for new members who join after October 1st already stated in the Policies and Procedures. The first-year-free promotion does not seem to have been an important reason for new members to join. No further amendments will be needed for the Policies and Procedures.

Since our Vice-President, Lorrie Wittke, is unable to assume the President's position in 2024, we will need someone to step into this role. If you feel that you could serve our Branch in this capacity, contact Brenda at bjlockmuller@gmail.com. Without a president, our Branch will be dissolved, and our funds will revert to ARMTA. Members will become ARMTA Members-at-large.

Brenda reported that since being interviewed by Lethbridge Herald reporter Alejandra Pulido-Guzman, the article regarding our Branch award winners has not yet appeared in the Lethbridge Herald. It has been difficult to get email responses from the reporter. Brenda will try to follow up one last time. She offered to write a letter (possibly in the summer) to voice our concerns to the Herald about the poor communication.

We have decided to postpone organizing a Community Recital (at which students of all teachers in our community will be welcome to perform) and focus on sponsoring an ARMTA Young Artist recital for the voice and/or piano competition winner(s) in the spring. We can use this event as an avenue to connect with our broader community. Since the ARMTA Young Artist Competition takes place every other year, we can plan for a Community Recital in the Spring of 2024.

A Festival rehearsal time in the Casa Community Room is booked before the recital starting at 12:00 noon, March 11th. Contact Betty Jo at b.radley@shaw.ca with the amount of time and any specific time slot your students might need before March 1st. Teachers will be notified of their times.

The Festival Preparation Recital is planned for Saturday, March 11th at 2:30 p.m. at Casa in the Community Room. Student names can be sent to Betty Jo Radley by Friday, March 3rd. We are planning this event as our CFMTA *Branching Out* event. The CFMTA application for the \$100 grant must be submitted to CFMTA by March 31st. Christine will prepare the CFMTA application. The Troyanda Ukrainian Dance Club has been invited to perform at the recital. Thank you to Lavinia Parker for her work in making these arrangements! Thank you as well to convenors Betty Jo Radley and Brenda Lockmuller. It was decided that the silver collection for the recital admission will be split between 2 Ukrainian charities: The Canada-Ukraine Foundation <https://www.cufoundation.ca> and Project Sunflower <https://www.projectsunflower.ca/home>

Other upcoming recitals are as follows. May 27th has been tentatively booked for a Final General Recital in the University Recital Hall. Thank you to Brad Parker and Tamara Bowie for following up with this. An insurance certificate from ARMTA will be required. Tamara will be able to prepare the certificate when needed. Brenda will check in with Brad to confirm the booking. There is still a question as to whether we will need to pay for a Recital Hall staff member or if the presence of Deanna Oye and Brad Parker will be sufficient. The date of the final Adult Get-together has been changed to Friday, May 26th, 6:30 p.m. at Betty Jo Radley's home. Thanks to Betty Jo for offering her studio for our adult gatherings.

The deadline to hand in Practise-a-thon forms and pledges to be considered for prizes is Monday, March 6th. Prizes will be presented at the March 11th Recital. At the time of the meeting, over \$1500 had been collected from 30 students. Teachers will be notified of winners as soon as they are determined on March 7th. If anyone is interested in helping with the Practise-a-thon in the future, please contact Christine at c4rogers@telus.net The next Practise-a-thon will take place in 2025.

Keys to Piano will take place on Friday March 3rd and Saturday, March 4th, 2023, at Casa. A total of \$1100 in funding has been secured from ARMTA and APTA. [Dr. Jani Parsons](#) and [Allen Reiser](#) are the clinicians. A session for teachers and senior students will take place Friday evening from 5:30 to 7:00 p.m. and masterclasses, a recital, and breakout sessions will take place on Saturday beginning at 9:30 a.m.

Our next Coffee and Conversation will take place on Thursday, April 6th at 10:00 a.m. at [Bread, Milk and Honey](#). Contact Betty Jo at bettyjoradley@gmail.com by Monday, April 3rd if you are able to attend.

A Zoom voice workshop will take place on Sunday, May 28th at 3:00 p.m. MDT featuring [Dr. Bethany Turpin](#). Information will be circulated to teachers. Funds from an ARMTA Continuing Education grant received before the Pandemic will support the presentation.

There was nothing new to report regarding professional development. [Gloria Chu](#) has been suggested as a clinician as well as [Rebekah Maxner](#). We are looking at a workshop in late September or October 2023.

Next followed a discussion of the ARMTA Young Artist Tour. ARMTA will hold voice and piano competitions this year on March 4, 2023, to choose winners to represent Alberta at the CFMTA national competition this summer. There will be an opportunity for our Branch to host the winner(s) in a recital as part of the ARMTA Young Artist tour. Tamara is willing to organize. Christine will help with promotion if needed.

Our next meeting date will be Thursday, May 4th, 2023, at 10:00 a.m. by Zoom. There will be no meeting in April.

Following the adjournment of the meeting, ARMTA President Rosemarie Horne commented on how impressed she was with the activity of our Branch and is how thrilled she is with our efforts.

She asked what we need as a Branch from Provincial to be more successful-*how can ARMTA help grow our Branch, and help us financially?* It was suggested that increased funding for awards and increased funding for professional development events from Continuing Education would be helpful. Another idea was to increase funding for branches to host an ARMTA Young Artist tour recital. A short discussion followed regarding these and other ideas. Rosemarie shared “bring a friend” as an idea to help increase the connections among teachers to encourage more direct involvement and active participation in the organization. Members shared their appreciation for Rosemarie’s attendance at our meeting.

Minutes prepared by Christine Rogers

Other items of note:

NOTICE OF AMENDMENT: A Policies and Procedures review has been completed by Brenda, Lorrie, and Christine. Proposed changes have been sent in an email to members and the vote to accept will take place at our Annual General Meeting in May. The proposed changes also follow these minutes.

The [Lethbridge and District Music and Speech Arts Festival](#) dates are March 20th to April 1st, 2023. Junior Piano classes take place March 27-31, (adjudicator Marlis Gunderson) and Senior Piano classes take place March 20-24, (adjudicator Derek Chiu). For a complete list of adjudicators, follow the link: <http://lethmsf.org/adjudicators/> The General Manager is Jaimee Jarvie. If you have any comments, feedback or suggestions regarding the Festival phone: (403) 381-6512 or email: generalmanager@lethmsf.org

The ARMTA Student Composer Competition deadline is April 1st. The adjudicator is Jesse Plessis. For complete details follow the link to the ARMTA website: <https://armta.ca/student-composer-competition/>

Our local RCM Rep is Monica Baczuk: 403-942-4321(h); 403-715-6051(c,) monicab1961@hotmail.com and our Provincial Rep is Derek Chiu: derek.chiu@rcmusic.ca.

Donations to CFMTA to provide professional development for music teachers and prizes for students competing in National competitions. Charitable receipts will be sent. Follow the link to make your own donation: <https://cfmta2023.ca/donations/>

Lethbridge Piano Intensive 2023 will take place July 9-15 for 18 years and under participants, and on June 3 and 10 for adults. Information is posted under Courses and Programs on the University of Lethbridge Conservatory website: <https://www.ulethbridge.ca/music-conservatory/programs>

Please visit our website (www.LRMta.com) regularly and notify Christine if you would like any updates for your listing.

Brenda has initiated an RCM book exchange program for students. Contact Brenda at bjlockmuller@gmail.com if you or your students have RCM books to sell or if you have students in need of used books.

2023 Proposed Revisions to Policies and Procedures: red type for additions and strikethroughs for deletions. Acceptance vote to take place at the May Annual General Meeting.

Lethbridge Branch of the Alberta Registered Music Teachers' Association (1982)

Policies and Procedures

Revised 2017 2023

1) Name

The organization shall be known as the Lethbridge Branch of the Alberta Registered Music Teachers' Association (1982), and will be referred to in this document as "the Branch."

2) Objectives

The objectives of this Association shall be:

~~to promote improved teaching methods and continuing education for all music teachers~~

~~to encourage and uphold the policy of granting music credits in the educational systems of the Province~~

~~to encourage a high standard of ethics and artistic ideas amongst music teachers~~

~~to offer high quality education and performance opportunities for music students in our community~~

~~to promote appreciation and knowledge of music through teaching~~

~~to encourage and provide the highest calibre of music education possible and to promote high standards of music in our community~~

To maintain the highest standard of professionalism and ethics amongst all teachers by fostering a sense of mutual respect, supporting continued professional development for private music teachers, and promoting high standards of music in our community.

To continually strive to offer our students valuable, high caliber private music education, promote appreciation and knowledge of music through teaching, offer performance opportunities for students, and encourage and uphold the granting of provincial high school credits for private music education.

To raise awareness in the community of the benefits of structured private music education and the role that we, as music educators can play in helping students achieve their goals.

3) Membership

Membership in the Branch is limited to those in good standing in The Alberta Registered Music Teachers' Association (ARMTA).

~~Application for membership in the Branch shall be considered by the Branch executive upon receipt of ARMTA membership notification by the Provincial Administrator.~~

The annual fee is due by March 31st and must be included with the annual ARMTA membership renewal. Any applicants accepted after October 1st shall pay half of the annual fee set by the Branch. Changes to the annual Branch fee may be determined at the Annual General Meeting or at any general meeting with 2 months advance notice.

A member may be suspended for non-payment of dues on June 30th of any fiscal year, provided that a notice of non-payment has been sent to the member concerned by the Executive by June 1st.

Members are encouraged to attend meetings regularly. If they are unable to attend because of scheduling conflicts, they are encouraged to contribute to the Branch by volunteering to assist with Branch activities including, but not limited to fundraising, continuing education, promotion, and recitals.

Honorary Branch Members are chosen by the Branch and any benefits associated with this designation are the sole responsibility of the Branch. This is not to be confused with "Provincial Life Member" which is a Provincial designation.

4) Revenue and Finance

The fiscal year shall be August 1st to July 31st.

5) Executive

The Executive body of the Branch shall be composed of 7 members as follows: immediate Past President, President, Vice-President, Recording Secretary, Corresponding Secretary, Treasurer and Provincial Representative.

Executive members shall hold office from the time of recognition by the incoming President at the Annual General Meeting until the completion of business and the election of officers at the following Annual General Meeting. ~~, with the exception of the Provincial Representative, whose term of office shall be two years with re-election confirmed by the Branch.~~

3 members of the Executive shall constitute a quorum for any Executive meetings.

6) Elected Officers

Elected officers of the Branch shall be: Past President, President, Vice-president, Recording Secretary, Corresponding Secretary, Treasurer, and Provincial Director.

Past President:

advise and assist the President as needed

anticipate organizational and philosophical issues and offer recommendations

President:

shall preside at the Annual General Meeting, monthly meetings, and Executive meetings of the Branch

exercise supervision over all Branch activities

shall be an ex-officio member of all committees

shall countersign all cheques prepared by the Treasurer

The recommended term served by the President shall be two consecutive terms of one year each unless approved by the Branch.

Vice-President:

shall preside in the absence of the President

support and assist the President with duties as needed

The recommended term served shall be two consecutive terms of one year each unless approved by the Branch.

Recording Secretary:

shall record the minutes of all meetings including the Annual General Meeting, and any Special and Executive meetings

prepare agendas for the President if requested

keep an accurate list of contact information of the following:

Members of the Branch

Executive and Special Committees

President and Administrator of ARMTA

The recommended term served shall be two consecutive terms of one year each unless approved by the Branch.

Treasurer:

receive all monies and deposit same in a chartered bank

present monthly account balances at Branch meetings

acknowledge all fees and contributions by signed receipt

pay by cheque all accounts which have been approved for payment by the Executive or at a meeting

prepare and sign cheques on the Branch bank account and present them to the President for co-signature before despatch

present a report, including a statement of all assets and liabilities of the Branch at a meeting determined by the Branch

make arrangements for financial audit as approved by the Branch

maintain an adequate information flow to the Executive concerning the paid up status of members be in contact with Provincial Administrator regarding membership status of Branch members

The recommended term served shall be two consecutive terms of one year each unless approved by the Branch.

Corresponding Secretary:

shall conduct correspondence of the Branch as requested by the President

forward all correspondence for presentation at meetings

The recommended term served shall be two consecutive terms of one year each unless approved by the Branch.

Provincial Representative:

provide communication link between the Provincial Board of ARMTA and the Branch

attend ARMTA Board meetings

notify the Provincial Administrator and arrange for a replacement if unable to attend a Provincial Board meeting

present a written report at Provincial Board meetings

present a report to the Branch of the proceedings at Provincial Board meetings

may be called on to submit a report for the Provincial Publication, *Tempo*

further information available in the Provincial Board Manual or the Provincial Policies and Procedures

The recommended term served shall be two consecutive terms of one year each unless approved by the Branch.

7) Meetings

There shall be an Annual General Meeting in April of each year, at which reports may be presented, and members of the Executive (~~Provincial Representative, if necessary~~) be elected for the ensuing year.

Meetings shall be held monthly, as desirable, at a time and place designated by the President.

Special meetings may be called by the President at any time or by petition of at least 10% of Branch members.

All meetings shall be conducted according to the current revision of Robert's Rules of Order.

Members should consider it proper professional etiquette to notify the President if they are unable to attend a meeting.

8) Decision Making

Every effort will be made to achieve consensus among members before bringing any decision to a vote. Any decisions requiring presentation by motion at meetings, the Annual General Meeting, Special or Executive meetings shall be passed by simple majority of members present.

The minimum number of members present to constitute a proper vote (quorum) will be 4 at both Annual General Meetings and monthly meetings, and 3 at an Executive meeting.

9) Committees

The President shall have power to appoint ~~chairmen~~ **chairpersons** of standing committees, such as Publicity, Student Recitals, Social and such other committees as shall be deemed necessary to carry on the activities of the Branch, or to make studies of problems of interest to the Branch.

The ~~Chairman~~ **Chairperson** of a standing committee may or may not be a member of the Executive but may be invited to necessary meetings by the President.

The ~~Chairman~~ **Chairperson** of any committee shall appoint the members of ~~his or her~~ **their** committee from the Branch members and shall be responsible for all reports to meetings.

10) Amendments

The Policies and Procedures of the Branch may be amended, or other procedures enacted or substituted therefore at any Annual General Meeting by a majority vote of those present at such a meeting.

Notice of motion to amend the Policies and Procedures must be given at a meeting at least two months prior to the Annual General Meeting.