



**MANITOBA
CHORAL
ASSOCIATION**

Annual General Meeting

June 11, 2022

Hybrid Meeting

In-person, 600 Shaftesbury Blvd. / Zoom

Manitoba Choral Association Inc. Annual General Meeting

Saturday, June 11, 11:00 am
Hybrid Meeting: 600 Shaftesbury Blvd./Zoom

Draft Agenda

1. Welcome & Performance by Maple Sugar (Maples Collegiate, Winnipeg)
2. Adoption of Agenda (Attachment 1)

MOTION 1: That the agenda be adopted

3. Minutes of 2021 Annual General Meeting (Attachment 2)

MOTION 2: That the minutes from the 2021 AGM be approved as presented

4. Board of Directors Reports (Attachment 3)
 - 4.1. Executive Committee Members: President, Past-President, Vice President, Treasurer, Secretary
 - 4.2. Board Committee Chairs: ChoralFest, Provincial Honour Choirs, Membership, Library, Communications (vacant), Professional Development, Fund Development (vacant)
 - 4.3. Regional Board Members: Norman (vacant), Westman, Central, Eastman, Parkland (vacant), Interlake
 - 4.4. Executive Director

MOTION 3: That all reports be accepted as presented

5. Interim Financial Statements to May 31, 2022 (Attachment 4)
6. Appointment of Auditors for 2021/2022 Fiscal Year

MOTION 4: That the membership give the board authority to appoint new auditors for the 2021-22 fiscal year

7. Plans for 2022-23 – Program Slate, Budget (Attachments 5a & 5b)
8. Updated Board Structure (Attachment 6)
9. Updated By-Laws (Attachment 7)

MOTION 5: That the updated by-laws be accepted as presented

10. Election of Directors
 - 10.1. Report of the Nominating Committee (Attachment 8)
 - 10.2. Nominations from the floor, if any (to be moved and seconded and have written consent of the nominee if the nominee is absent)
 - 10.3. Election of Directors and Officers from the Report of the Nominating Committee and (or) nominations from the floor, by show of hands or by secret ballot, if requested

MOTION 6: That the board of directors be elected as presented

11. Presentation of Awards of Distinction
12. Performance of Winning Entry from the 2021 Frances Seaton Choral Competition Composition by Ecco Singers (Winnipeg)

Lord of All Being by Michael Kurek, Text by Oliver Wendell Holmes

13. Other/New Business
14. Performance – Ecco Singers

Daemon Irrexit Callidus by György Orbán

How Can I Keep From Singing? by Greg Gilpin, Text adapted from Quaker Song

15. Adjournment

MOTION 7: That the meeting be adjourned



Manitoba Choral Association Inc. Annual General Meeting

Saturday, October 23, 2021

Virtual Meeting – Zoom

11:00 am

Draft Minutes

Present: Stuart Sladden (Chair), Adam Kilfoyle, Avonlea Armstrong-Green, Carolyn Gwyer, Catherine Robbins, David Sawatzky, Edward Cloud, Janna Reid, Leanne Cooper-Carrier, Marilyn Redekop, Maureen Britton, Naomi Russell, Sharon Marshall, Sonya Williams, Stephanie Pinette, Kelsey Shiario, Millie Hildebrand, Ron Krug (Honorary Member), Elizabeth Gebauer (Strathclair Theatre Chorus – voting), Vic Hooper (Honorary Member), Rosemary Komadowski (Assiniboine Chorus – voting), Rachel Cameron (Assiniboine Chorus), Brittany Mielnichuk (Rainbow Harmony Project – voting), Jenny Steinke-Magnus (recording)

1. **Welcome:** The meeting was called to order at 11:11 AM. Stuart did a land acknowledgement and went through Zoom and meeting protocols.
2. **Adoption of Agenda:** Stuart requested one change in the agenda: to move item 8, "Other/new business," to just after the approval of the 2020 minutes.

MOTION 1: That the agenda be adopted with the change noted above
(M/S Naomi Russell/David Sawatzky) CARRIED.

3. **Minutes of 2020 Annual General Meeting**

MOTION 2: That the minutes from the 2020 AGM be approved as presented
(M/S Brittany Mielnichuk/David Sawatzky) CARRIED.

4. **Other/New Business:**

Honorary Membership: Stuart announced that an MCA Honorary Membership was being awarded to Marilyn Redekop. Honorary Membership is MCA's highest award reserved for people who have distinguished themselves and have made significant contributions over the years to both the Choral Community and specifically to MCA's work. Marilyn is a powerhouse in the choral community and has been an active participant in MCA's work and the board for many years. Stuart congratulated Marilyn for this well-deserved award.

5. **Board of Directors Reports:** Stuart gave an overview of the Board reports. He reviewed some of the highlights from 2020-21:

- **Library:** We are excited to report that the library inventory project that began a few summers ago has now been completed! We now have an accurate accounting of approximately 5,000 titles and we are grateful to Janna and her team of volunteers for taking on this monumental task.
- **ChoralFest:** Due to the pandemic, we had to cancel the in-person ChoralFest for 2020. Instead, we offered: a series of video workshops on various topics by choral specialists from across Canada; a vocal jazz roundtable discussion with the members of Cadence (Toronto); an opportunity for choirs to submit a pre-recorded video for adjudication by Carrie Tennant (Vancouver); and a virtual choral workshop with Dr. Elroy Friesen (Winnipeg), which unfortunately had to be cancelled. While not the same, this version of ChoralFest was generally well received by those choirs and choristers that were able to participate. Planning is underway for this year's ChoralFest, so stay tuned for more details. It is our hope that we will return to an in-person ChoralFest in 2022.
- **PHC:** We also had to cancel our PHC program for 2021. Instead, we took on the task of putting together a provincial virtual choir video. Rick Hepper-Mueller (Altona) conducted *Wonderful World Medley*, which was arranged by composer Jonathan Alexiuk (Winnipeg). Traditionally, the winning piece for the Frances Seaton Choral Composition Competition would be performed during the PHC concert. For 2021, Rob Monson and Bluestem (Winnipeg) worked to create a virtual choir video of the winning piece, *Be Love* composed by Scott Reimer. Combined, these two videos have been viewed over 11,000 times since their respective releases earlier this year. We are currently working on tentative plans for PHC 2022, but plans are still uncertain due to the pandemic. Finally, after many years as the chair of this committee, Marilyn will be stepping down and passing the torch to Kelsey Shiaro. We wish Kelsey well in her new role.
- **Professional Development:** We had a very busy year with workshops and events related to professional development. Beyond our typical PD programs of TEMPO and Tried & True, we offered a three-part series on Embracing Diversity and Inclusion in Choir (Terence M. Taylor, Los Angeles, CA), a two-part series on vocal health and the aging voice (Dr. Janet Brenneman and Dr. Matt Pauls, Winnipeg), a panel discussion on thinking like an adjudicator (Zimfira Poloz, Hamilton, ON; Dr. Bruce Kotowich, Windsor, ON; Dr. Janet Brenneman, Winnipeg; and Dr. David Sawatzky, Winnipeg), and a yoga and mindfulness workshop specifically geared for singers (Rose Van Der Hooft, Winnipeg). These were all well received events. One of the added benefits of moving our programming to a virtual platform was our ability to reach participants

from all over our province and beyond. We are planning for a similar year of programming this year, with the hope that we will be able to shift a completely virtual platform to offering hybrid sessions.

- **IDEA (Inclusion, Diversity, Equity, Accessibility) Committee:** This new group met a number of times over the past year. The discussions came from a place of vulnerability and trust, and often challenged worldviews and questioned traditional ways of doing things in choir, and MCA's role through it all. As the group worked through its terms of reference, a realization became clear that a traditional "committee" in its typical function was not the right fit for such a collective. Instead, it was felt that transforming the IDEA committee into a Special Interest Group, where like-minded folks could gather to explore topics and ideas, was more appropriate and would allow for more voices to become involved in these important discussions. The group has recently begun work on some really exciting projects, from working to develop an IDEA policy for MCA, hosting regular article and discussion sharing sessions, to potentially hosting a symposium in 2023. This is very exciting work indeed!
- **Administration & Governance:** As a board we have been very busy behind the scenes supporting MCA's programming and doing work at an organizational level in order to remain vital and relevant to our membership for years to come. Shortly following our last AGM, we moved our office to the CMU campus. This was a monumental task, but we are thrilled with the new space and hope to share it with you all once public health restrictions ease.

Over the last year, we have also been hard at work on a rebranding project. Once complete, MCA will have a fresh new "look" and a new website. One exciting feature of the new website is the new point of sale style library platform. This will make borrowing repertoire and maintaining the library much easier.

Another major initiative the board has recently taken on is a complete governance review. During our August retreat we began by looking at ways to increase efficiency and effectiveness of the MCA board. We struck a governance review committee, which will review our discussions and work to refine the board structure and by-laws in order to best serve our vision and mission and the choral community moving forward. The results of this work will be presented to the membership at our next AGM in June.

- **From the Regions:**
Eastman had to cancel their events last year. They began this season with a "Bring the Sing" event in early October, which brought singers together to sight-read through a number of popular choral selections. Unfortunately, due to current health

restrictions in the region future plans are again on hold, but people are ready to sing just as soon as they are able.

Central also had to cancel or modify events in the region last year. They did hold a virtual PD session in February in lieu of their traditional vocal jazz workshop which was very successful. CMYC was able to meet in September to work toward the recording of a virtual project, which will be released later this month. In addition, CMCA was able to offer micro grants to support choirs in the region as they worked to develop new programs that were in compliance with public health restrictions. On a sad note, CMCA lost a valued member of their committee with the passing of James Reynolds this past August. He was a dedicated member of the choral community in Manitoba and a much-loved choral teacher and leader in the Portage la Prairie community. He will be greatly missed.

Westman saw many of their programs cancelled last year, but this fall, choirs have begun to resume their activities with safety protocols in place. WMYC was able to meet in September for in-person and virtual rehearsals to work toward the recording of a virtual program that will be released soon. They were even able to hold a live private concert to conclude their program this year.

Norman, like the other regions, reports that in-person choral happenings were very slow last year. However, they did have some good online opportunities and engagement, which they hope to build on this coming season.

MOTION 4: That all reports be accepted as presented
(M/S Catherine Robbins/Marilyn Redekop) CARRIED.

6. **Auditors' Report and Financial Statements:** Adam reviewed the financial statements that were circulated. The Exchange Group has provided a clean audit opinion. The Board approved the statements by e-vote earlier this week.

We ended the 2020-21 year with a \$17,168 surplus. This is because the auditors indicated that we should recognize the \$20,000 forgivable portion of the CEBA loan we received last year (since we have the intention of paying \$40,000 of the \$60,000 loan back), so they split up the amount and have put \$10,000 in 2019-20 revenues, and \$10,000 in 2020-21 revenues. This is noted on the "Other Income"/Government subsidies line on page 6.

Because we had anticipated ending the year with a surplus, the board decided in the summer to make a \$15,000 contribution to the Endowment Fund at year end. We now have an accumulated surplus of \$39,669, which is a strong position to be in. Adam noted that as a non-profit organization, we are allowed to have a certain amount of accumulated surplus, and this amount is not a concern: we need to have a solid financial footing. This will help us in the future if we ever run into unforeseen circumstances. Jenny noted that for our operation

grants, they expect a use-of-surplus plan if our organization's surplus ever reaches 50% of our operating budget (approximately \$100,000).

Members expressed gratitude, noting that it feels really good to have this surplus. It is a very different financial position than just a few years ago. The office move has contributed greatly to this, as have the various grants we have brought in. Members thanked Jenny for her work in this area.

MOTION 3: That the audited financial statements for the year ending August 31, 2021 be approved as presented
(M/S Adam Kilfoyle/Ron Krug) CARRIED.

7. **Appointment of Auditors for 2020/2021 Fiscal Year:**

Adam noted that we are happy with The Exchange Group (TEG), but we were unhappy with the timing of the completion of the 2021 statements, as we were scrambling to finalize them at the last minute. The fieldwork person changes every year, so there is always a bit of a learning curve. We do recommend that we continue to employ TEG for our audits, but in the future, we need to be a bit clearer and firmer on our expected deadlines.

MOTION 6: That The Exchange Group be appointed as our Auditors for the 2021/2022 fiscal year
(M/S Adam Kilfoyle/Janna Reid) CARRIED.

8. **Election of Directors:** Stuart thanked the four outgoing board members for their work on the board, and for all the work, time, dedication, and support they have generously given to MCA during their respective times on the Board. Their passion for the choral arts and their insights and ideas have been incredibly valuable to the ongoing work of MCA and they will be missed around the board table.

- **Leanne Cooper-Carrier** has served on the board for the last year and a half as our marketing and communications chair
- **Stephanie Pinette** has served on the board for the last five years as our membership chair and most recently as our Norman representative
- **Janna Reid** has served on the board for the last six years as our Library chair
- **Marilyn Redekop** has served on the board for the last 13 years as our PHC chair

Catherine presented the Nominating Committee report, echoing Stuart's sentiments about the outgoing board members. She noted that we will be moving our AGM to June after this meeting. This will better suit our programming year and give board members a chance to become acquainted with their board positions before jumping into planning projects.

At this AGM, we are presenting an interim board, which will come into effect today, and at the June AGM, we will begin anew. Several positions will remain vacant while we evaluate the structure of the board.

Stuart called for nominations from the floor three times as per protocol and there were none. Stuart thanked the slate of officers for allowing their names to stand.

MOTION 7: That the slate of officers be accepted as presented
(M/S Catherine Robbins/Naomi Russell) CARRIED.

9. **Other/New Business:**

No other new business was noted.

10. **Adjournment:** Stuart thanked everyone for joining the meeting, and for their continued support of MCA. The meeting was adjourned at 12:05.

MOTION 8: That the meeting be adjourned
(David Sawatzky) CARRIED.

Manitoba Choral Association Annual General Meeting

Board Reports

President's Report

As I sit to write this report, my last as MCA's president, I find that it is difficult to put into words everything that I would like to express. The last two years have been an extremely rewarding experience, one that I am most grateful for. While my tenure as president did not go how I had initially envisioned it would, thanks in large part to the pandemic, it has been an incredible time of growth, learning, and change for MCA. We have embraced the challenges of the last two years and as a result, have learned a lot, tried many new things, had the opportunity for some serious introspection and critical thinking about who we are, and taken the first steps to expand and grow our organization in response to the needs of the community we serve.

It has been exciting to see choirs begin to perform live again, and more than that, it has been inspiring to have begun looking at how MCA can return to offering in person programming next season.

In reflecting on the past year, I cannot help but realize just how busy it has been. We have offered some inspiring workshops and sessions this past season, including a number of IDEA sessions and Kodály workshops, put together a virtual holiday concert, released our Provincial Virtual Choir 2.0 video, and we will finish this season with our first offering of the Choir 101 program in August. At the same time, the board has continued the work of looking at who we are and what we want to be, the fruits of which can be seen in our new branding, website, by-laws, and new governance structure. I have personally been consistently inspired by the work of the board and our staff team. Their dedication and commitment to the work of MCA is incredible and it has been a real pleasure and honour to serve with such wonderful leaders in our choral community.

There have been so many highlights for me this year, too many to mention. Below you will find some of the more notable things I have been involved with since the last AGM.

HIGHLIGHTS FROM THE PAST YEAR

- I was very excited, after over a year's worth of work and creativity, to see the launch of both MCA's new branding and website. The attention to detail and care to truly represent where MCA is at this point in our history was evident throughout the entire process. I extend my sincere thanks and congratulations to all who were involved in this project.
- I was humbled to be part of a small group of people who were tasked with looking at MCA's governance structure through the eyes of both where we are currently and how we can best

serve our membership and the wider choral community. These intense, heartfelt, and fruitful conversations led us in many directions and ultimately helped us, with input from our membership, to propose a new model of governance for MCA that will help us remain current, viable, and flexible in order to meet the ever-changing needs of our membership and organization.

- Along with the governance review, this group was also tasked with critically looking at our current by-laws and updating them to better reflect where MCA is now and the direction we are moving in. I am extremely proud of the work this group has done over the past year and would like to extend my thanks and appreciation for their time and dedication to seeing MCA continue to grow and thrive.
- I am thrilled at the organizational growth I have seen over the last year. Due to the growing needs of both our organization and community, MCA recognized the need to expand our staff in response. We have now hired Brittany to work part-time alongside Jenny, supporting the work of our programs, library, social media, and overall communications – she is doing amazing work in her role with us. We have also recently hired two summer employees to assist us with another major initiative regarding our library – we are working to digitize all of our titles. I would like to officially welcome Kathleen Murphy and Jenica Sul to our staff team this summer!
- I was also thrilled to see the completion, after many years, of our library inventory project, which included incorporating a major donation of music from Pembina Trails Voices. This was no small task and I want to extend my thanks to all who were involved in updating our holdings list. Incidentally, one of the first in-person MCA events I was able to participate in was a volunteer appreciation gathering just before Christmas to acknowledge the work of those who helped us complete this project.
- I have said this a number of times during my tenure as MCA's president, but I am continually amazed and inspired by the dedication and creativity of all those who have been tasked to "do the work" of MCA. Over the last year I have attended more meetings than I can count, but one of the things that stands out to me that is consistent no matter what meeting I attended was the depth of the conversation. Everyone that I have spoken with shares a deeply rooted desire to see MCA grow and remain vital as a strong supporter of the choral arts in this province. I have appreciated these conversations more than anyone can know and I am eternally grateful to everyone who has been part of the MCA team.
- One of the things I am most proud of over the last two years was MCA's programming response to the challenges of the pandemic. I have had the privilege of chairing the Special Pandemic Response Planning Committee over the last two years, which was tasked with finding new ways to engage our membership through the programs we offered. We successfully pivoted away from MCA's traditional programming to offering an expanded slate of programs virtually. These virtual programs saw engagement from members across the province who, under normal circumstances, would not normally be able to participate. This realization has taught us a valuable lesson and will have a lasting impact on how we offer our programs moving forward.

- It has been exciting to see the shift in our programming conversations move from discussing programs that are planned to be presented exclusively through the virtual space to now having conversations about what in-person or hybrid events can look like. Alongside those conversations have been exciting discussions regarding our traditional flagship programs and how we might update them to reflect MCA's focus to be truly provincial – I'm very excited to see where these conversations will lead us in the coming years!
- A few weeks ago, I attended, in-person, Choral Canada's national choral conference PODIUM; the first one held in four years. It was a wonderful five days of connecting with friends and colleagues from across the country, participating in important conversations regarding the state of choral music in this country, learning from knowledgeable presenters, and being inspired through the concert presentations each day, which included performances by three Manitoba choirs. On behalf of MCA, I would like to extend my sincere congratulations to these choirs for not only representing themselves in such a polished and professional manner, but also for representing the amazing choral community of this province. Congratulations to Prairie Voices, The Winnipeg Boys' Choir Senior Chorus, and Dead of Winter!
- Lastly, one of the major highlights for me over the last year has been my continued work with Jenny. We have continued to meet on a semi-regular basis in order to discuss and focus on the day-to-day work of MCA. I have really appreciated our work together. Jenny is an incredibly gifted administrator, who has nothing but the best interests of MCA at heart. I have immensely enjoyed the opportunity to both dream big and deal with smaller details with her over the last two years. Thank you Jenny for everything!

FINAL THOUGHTS

I would like to take this opportunity to thank those members of the MCA board who will not be returning to the board. These individuals have given a lot to MCA during their respective tenures and I would like to express my thanks and gratitude for their dedication, time, and commitment to the ongoing work of our organization. Thank you to: Avonlea Armstrong-Green, Maureen Britton, Edward Cloud, Carolyn Gwyer, Sharon Marshall, Kelsey Shiaro, and Sonya Williams.

I would like to extend a special thank you to Catherine for her tireless work and dedication to MCA over the last 6-7 years. You have been an inspiration to so many of us during this time. Your vision for MCA has been infectious and has, in many ways, brought us to the point we are today. On a personal note, I have appreciated your mentorship and friendship over the years. It has been an honour and a privilege to have been able to work alongside you and I thank you not only for everything you have given to MCA, but also for everything you have given to me.

It is hard to believe that my tenure as MCA's president is coming to an end. In some ways the last two years have felt extraordinarily long, while in other ways it has felt like the shortest two years of my life. In reflecting on this time, I am amazed at everything we have accomplished together, both from a programming point of view – adapting our programming to respond to the challenges of the

pandemic – and from an administration point of view – with a complete organizational rebranding and governance restructuring.

I am very excited to see the new board structure come into its own and to see how it will continue to grow and evolve as MCA grows and evolves. I encourage the new board to continue to evaluate who we are, who we want to be, and to always dream big about what MCA can be.

Thank you to the members of the board and membership for allowing me the opportunity to serve the Manitoba choral community as MCA's president. It has been an honour to give something back to a community that has given me so much since moving here in 2010.

Submitted by Dr. Stuart Sladden

Past President's Report

HIGHLIGHTS

- **Executive Committee and Governance Committee:** I am proud of the work accomplished over this past year. After critically examining our board structure, the governance committee worked at creating a streamlined board structure. This work grew out of much past discussion, and in particular, our board retreat last August. The draft of the new structure was presented to the membership and a town hall was held February 13, 2022. I believe this new structure will result in a more effective, efficient, and communicative MCA Board and will help grow our membership. It is so very exciting to be presenting updated By-laws after so many years of discussion on the topic. I appreciate the leadership the Executive has shown over the past two years and am thankful we have those who are willing to donate so much of their time to make MCA a strong organization.
- **Programming Committee:** Congratulations and thanks to Jenny, Brittany, the Programming Committee and those on PHC, ChoralFest, and IDEA Committees, and to Sharon on PD for contributing to the wealth of programming that continued throughout the year despite the lingering challenges of COVID-19 restrictions and the difficulties that omicron brought. You have continued to make us relevant in the choral community and to provide opportunities for meaningful engagement for our membership.
- **Advocacy:** In March 2021, I met with Jenny to work on advocacy letter to the government and to formulate letters for members of the public to send to MLAs—a last ditch effort to have the government respond to requests for clear singing guidelines. We were never met with much success in our efforts, but it was not for lack of trying! Thank you Jenny for all your work on this.

- **IDEA (Inclusion, Diversity, Equity, Accessibility) Committee:**
 - Our IDEA Corner Virtual Sessions began this year and will continue in the future. The first session was an article discussion centered on inclusion, and it was very well attended. A number of articles on provocative topics encouraged meaningful discussion amongst participants from around the province. The second session—Choir as a Gender-affirming Space—was presented on May 3 and featured two presenters: Roan Regan and Caleb Rondeau. This was an excellent presentation, and an enlightening and positive discussion followed. We look forward to continuing these essential conversations and to growing a Special Interest Group (SIG) that can explore, understand, and advance significant and relevant topics further.
 - The IDEA SIG will launch more in earnest this coming year and we will attempt to reach out across the province and involve more singers, educators, and conductors in IDEA-related conversations.
 - The committee has set the goal of hosting a symposium May 26-28, 2023 and Jenny was successful in her grant application for funding to support this venture! We have now begun planning in earnest. Invitations have been sent out to potential presenters, and a number have already agreed to participate. The conference will focus on expanding/challenging traditional choral structures and taking action toward creating inclusive choral practices. Potential topics include improvisation for inclusion, oral singing traditions, Indigenous ways of knowing and creating song, decolonizing choral rehearsal and performance, expanding our understanding of diverse cultural practices and repertoire, creating safe spaces in choir, ensuring success for neuro-divergent choral singers, and choral activism.
 - Thank you to those who have contributed to this committee. Sonya Williams, Geung Kroeker-Lee, Philip Lapatha, Jordan Bighorn, Edward Cloud, Kendra Obach, Kristel Peters, Marla Fontaine, Katrina Lengsavath, Brittany, and Jenny.
 - *Gratitude*, a song by traditional Anishinaabe drummer and singer Cory Campbell, is now published to the MCA website. The song says “thank you” in the languages of the traditional peoples of Manitoba and is a result of a U of M Creative Works Grant commission for the U of M Concert Choir.

ACTIVITIES GOING FORWARD

- Continue work with IDEA Committee and on *BEYOND Symposium 2023*

FINAL THOUGHTS

It has been quite a journey over the past six years. I cannot believe how much has been accomplished and I am incredibly proud to have been part of the work that has taken place in my time on the MCA Board. We have a strong strategic plan and have realized much of it. Jenny, your leadership and drive will guide MCA to a continued bright future—I am constantly amazed by your commitment and vision. I am excited to see what the next decade brings! Congratulations to all my fellow board members for their dedication and outstanding work!

Submitted by Catherine Robbins

Vice President's / MMEA Representative's Report

After some tumultuous years, the future is looking bright for choral singing in Manitoba and for its exponent, Manitoba Choral Association. For the past two years, MCA has sought and implemented ways to become a more indispensable resource for the practice of choral music in the province. We have added programming that seeks to be valuable for the development of all choral musicians in the province, we have advocated endlessly for the support of choral music in both our schools and communities, we have met with community members to find ways of being a much more inclusive and diverse organization, we have redesigned our website to be more useful for all our members, we have substantially increased our choral music library holdings, and we have worked hard to become a more streamlined and financially stable organization. As a result, MCA is now well-positioned to make sure that the future for choral music in Manitoba is much stronger, particularly as we come out of this long pandemic.

However, even with all the work of MCA, there are still areas of concern for the place of music in the province that we share with the Manitoba Music Educators' Association. School divisions in Winnipeg have begun cutting back on their music curriculums through slashed budgets, and the positions of divisional music consultants in three of the Winnipeg school divisions have been removed. It's a worrisome situation, but one that has thankfully not touched all corners of the province. Even so, the sense of value for music education seems to be slowly eroding. My sense is that it may soon be more important for community organizations to provide the necessary opportunities for music participation in the province, particularly for our young. Manitoba Choral Association will certainly be there to help continue and grow the place of choral music in every corner of the province of Manitoba.

MCA has an ambitious program of events scheduled for 2022, and I'm excited by the prospects for the future. Our membership has proven to be resilient over the past two years, and their tireless work has kept choral singing alive in our singing province. Here's to the future!

Submitted by David Sawatzky

Membership Chair's Report

HIGHLIGHTS FROM 2021 - 2022

Jenny and Brittney took the lead in managing the membership registrations and database entry. For the second year, due to COVID-19, choir organizations paid one registration fee, with no extra cost for additional choirs.

Working with Danessa Poiron from MMEA, TEMPO, MMEA and CMEA memberships were coordinated in the fall.

As of June 2022, membership totals were as follows:

- 136 Individual Memberships (compared to 126 in 2020-21)
- 133 Choir Memberships (compared to 121 in 2020-21)
- 5 Corporate Memberships (compared to 2 2020-21)

We are pleased that memberships have increased this year over the last. While numbers for individual and choir memberships aren't as high as pre-pandemic times, we are confident that the return to singing, combined with MCA's continued support, communication, opportunities, and professional development, will allow these numbers to grow again.

In December and March, the membership committee met to discuss the membership structure. We discussed issues such as whether or not directors who have registered a choir should automatically get an individual membership as well, if church and community choirs should be charged the same amount, if organizations should pay membership fees based on the number of choirs or number of singers, and how to make the membership process between TEMPO and MCA more seamless.

With many factors for discussion being presented in these meetings, and lots of changes already happening for MCA, it was decided that we would hold off on making any major changes to the membership structure, but that the following fees would be in place for 2022 / 2023:

- **Choirs - \$100, no additional choir fees for 2022-23**
- **Individuals - \$60**
- **Seniors/Students/Choral Enthusiasts - \$30**
- **Non-singing/Community Partners - \$100**

Jenny continued to explore many platforms for membership this year, and it was decided that Membership Works is the best fit for MCA. Registrations for the new year will be done through this platform.

We are excitedly planning an outdoor choral celebration for October 1, 2022, to be held at the Lyric Theatre. Jenny, Brittany, David, myself, and most recently Scott Reimer, have met virtually throughout the year to make plans for this festival.

ACTIVITIES GOING FORWARD

- Continue to help plan the Choral Celebration for October 1, 2022
- Volunteer for MCA in an informal way, as needed

FINAL THOUGHTS

I have enjoyed these two years being part of the MCA board and am thankful to have had the opportunity. While these two years have been challenging for the choir community and beyond, it was exciting to see how MCA continued to offer support and professional development in creative ways. It has been exciting to see how MCA has offered relevant professional development in areas such as

inclusion in the choral field. With a new website and board restructuring, MCA continues to move forward and build community across the province. Special thanks to the board for all their work and advocacy, and especially to Jenny and Brittany, who demonstrate leadership with their wonderful ideas, great organizational and technological skills, and kindness!

Submitted by Avonlea Armstrong-Green

Professional Development Chair's Report

HIGHLIGHTS FROM 2021-22

Virtual Tempo: October 22, 2021

- Three clinicians presented 2 sessions each:
 - Dinah Helgeson from Washington State - 2 sessions for Middle and Senior Years' Choral
 - Kerry March from Colorado - 2 sessions for Vocal Jazz
 - Catherine Glaser-Climie from Calgary - 2 sessions for Early Years' Choral
 - Elyssa Jansen Jones from the Conn-Selmer Institute again provided technical support
 - Sessions were again made available to MMEA participants for one month after the event

Kodály Workshop: April 7, 2022

- Together with Jenny, Stuart and Cathy Horbas form the Kodály Society of Canada, I planned and attended a Zoom presentation entitled "Let's Sing! Strategies for Singing in Our Music Classrooms."
- This workshop presented ideas on how music teachers could utilize Kodály methodology to support students in singing again.
- Cathy Horbas worked with music teachers David Stark and Barbara Hamilton and their music classrooms to illustrate how a choral program can be enhanced within the Kodály context.
- This video presentation was for MCA members and members of the Kodály Society of Canada.
- Very well attended – 120 attendees, including 3 staff/volunteers and the 2 facilitators.

ACTIVITIES FOR 2022-2023

TEMPO - October 21, 2022

- Tempo will once more be held online for the third, and hopefully final, time.
 - Technical support will be provided by a local Winnipeg Company, LMVA Consulting.
 - MCA is allotted 6 online sessions: 2 for senior/middle years choral, 2 for vocal jazz, and 2 for early years/general choral/music.
- Clinicians have been contacted and secured for all allotted sessions:

- Early Years – Mellissa Spraggs - one session
- General Choral – Rose van der Hooft - one session
- Senior/Middle Years Choral – Charlotte Botha (from Hamilton College in Clinton, NY) - two sessions
- Vocal Jazz – Terrence Taylor from California (presented the MCA workshop on Diversity in Choirs in 2021) - two sessions

FINAL THOUGHTS

For the past 2.5 years, since September 2019, I have had the pleasure of serving as MCA's PD Chair. Unfortunately, the past 2.5 years have also been unprecedented, with the occurrence of Covid-19. Therefore, I have planned 2 Tried and True sessions, 3 Tempo conferences, and many workshops, all of which took place over Zoom. In other words, I have never had a true, in-person PD experience with MCA. Now that my time as PD Chair has come to an end, I feel that I have never had the chance to "prove my mettle." C'est la vie!

I wish MCA all the best moving forward, post-pandemic.

Submitted by Sharon Marshall

Westman Regional Representative's Report

Greetings from WestMan to all our choral friends and colleagues throughout our beautiful "singing province"! And what a joy it is to be singing again!! No one could have ever imagined that we would have been nearly silenced for eighteen months or more due to the pandemic, and it all seems like a bit of a bad dream now. I am thrilled to report that, just as the tulips are pushing through the spring earth, so are our choirs and our collective voices again. We are doing what we love to do, being able to connect and re-connect again, and flourish in our art.

I assumed the role of WestMan Rep in June 2021 from Michelle Chyzyk, who stepped down due to family commitments, and has since retired from her longtime position teaching 9-12 music and choir in Virden. While she will continue to make music and produce/direct musicals in our region, hopefully, for many, many more years to come, we do wish you well in your retirement, Michelle, and thank you for your incredible contributions to young people and your community in your work as a music educator across the decades.

Since assuming this position, I have not taken on any great initiatives, I'm sorry to say. I have just been "finding my legs" again on the board, aiming to keep up with reports such as this, and contributing where I can. We still have no regional committee in WestMan and our MCA members number approximately eleven. It seems, after all these years, that we should be in a stronger position than this, given the amount of choral activity in our region, and it is my personal goal to work toward building relationships amongst the eleven, connecting with directors and choirs who are currently not

members, developing our choral community and strengthening ties to our provincial one. There is so much potential. It is simply a matter of time, energy, and innovative ideas. I hope that, in a year's time, we will have made a few strides toward that vision.

The WestMan Youth Choir, on the other hand, continues to be a well-oiled machine after 42 years!! This past fall, Michelle Chyzyk led the way in a creative endeavour to circumvent restrictions and invite eligible singers and alumni to do a high-calibre video/audio recording project. Several songs were rigorously prepared, the footage meticulously edited, and the videos have since been widely shared via YouTube. Way to think outside the box, WMYC! The committee is now preparing for auditions for their 2022 choir which will be directed by Sarah Hall from Brandon University and Philip Lapatha from Maples Collegiate in Winnipeg. The choir will gather this fall for two weekends at Riding Mountain Conference Centre (aka Camp Wannakumbac) at Clear Lake and then perform a four-day tour in October of our region. Hats off to the WMYC Committee, which continues to run this all-important program for our teens, many of which come from communities that do not have access to a school choral music program, or any music education programming, in some cases.

Here are some other highlights from some of our member choirs in the region this year:

Brandon University Choirs, Dr. Andrée Dagenais – In terms of last year, both my ensembles were able to perform at the end of each term. The School of Music rented the entire Western Centennial Auditorium building which allowed for appropriate distancing to perform without masks. However, each performance was under 30 minutes. Even though we could be in the auditorium, rehearsing was challenging. We kept our masks on for almost the entire length of each term. I was permitted to have students remove their masks for short periods of time for pedagogical reasons. I had to trust that my first-year choir shaped vowels properly. It was nerve-racking! I am looking forward to return to a normal format of rehearsals in the fall. Performing at the end of each term was definitely a necessary positive goal to achieve. It kept our spirit alive.

Women in Harmony, Naomi Russell – The barbershop chorus carried out a virtual existence since last year's MCA AGM, meeting on Zoom every two weeks to stay connected and continue learning. We FINALLY got back to in-person rehearsals on March 28 and are enjoying each other's company once again and relishing in the live sound around us.

das Femmes, Naomi Russell – This group has only had one outing over the past year when the members sang for the residents at the Rotary Villas at Christmas time. It was so fun to sing for one resident in particular, in that Dr. Elizabeth Grant (founder of the Brandon Conservatory Chorale) lives there. Before we began singing, we asked her if she had her adjudication sheet ready to fill out. Thankfully, she just listened and didn't critique our rusty voices at all.

Threshold Choir, Naomi Russell – Unfortunately, the Brandon chapter of the Threshold Choir put its activities on hold as there wasn't anyone interested or available to lead the group in a director capacity. The members will keep it on the back burner and try to become active at a later date.

Konektis, Michelle Chyzyk – Konektis choir had a most unusual choral season that did somehow manage to provide a few highlights. In the fall, we limped along with very inconsistent attendance and rehearsals that were of course using masks and distancing. On November 4, we hosted a concert at Central United Church for a small group of family and friends. The repertoire dealt with many heavy topics and ended with Jocelyn Hagan’s “Hands”: a plea for the world and all humanity.

After this, Konektis took a short break and, when we were to resume rehearsing again in January, our challenges multiplied. With the fourth wave we cancelled, then worked online, and finally held a couple in person sectionals. Next, adverse weather and highway closures impacted our rehearsals as many Konektis choristers travel from outside the city of Brandon. Throughout the entire process, we discussed letting go of ideals, caring for each other, and giving ourselves grace to be less than perfect. So it was only in our last few weeks that we were able to create (in a small way) the special and powerful connections that Konektis is well known for, and it gave us much hope for the upcoming 2022/2023 choral season.

We were able to perform our repertoire in a Brandon concert on March 18 with the night previous being our very first time all together. After spring break, we performed a concert in the small town of Souris on April 7 at the charming Avalon Theatre. The Konektis season concluded with a busy fun-filled day in Virden on April 9 that saw us record at St Paul’s United Church, quickly film for a couple music videos, enjoy some pizza, and then entertain a lovely crowd at the gorgeous Virden Auditorium Theatre.

Our concert repertoire included compositions by Thomas Hewitt Jones, Elaine Hagenberg, Corey Payette, Bruno Mars, Kim Andre Arnesen, Franz Biebl, Jeanette Gallant, Brent Wells, Reena Esmail, Jocelyn Hagan, and a Ukrainian prayer. To end our concert, we left the audience with the beautiful *Conspirare* arrangement of “I Love You/What a Wonderful World” with tenor soloist/assistant conductor Clint McLachlan. Clint was part of the Konektis musical team that included conductors Michelle Chyzyk and Marla Fontaine and Danielle Guina at the piano.

Brandon Conservatory Chorale, Marla Fontaine – The Chorale was thrilled to return to singing this season. We were delighted to welcome our singers back and to have many new voices join our program. We were able to have two youth choirs and one adult choir rehearse at the Brandon University School of Music in the beautiful Lorne Watson Recital Hall. The choirs adhered to provincial and university restrictions throughout the year. It was wonderful to build community through song. We did a professional recording at Christmas, then presented our 39th annual Spring Sing to a live audience on May 6. Our founder, Elizabeth Grant, led the final number – Oscar Peterson’s “Hymn To Freedom”.

Our upcoming season promises to be exciting! The Eckhardt-Gramatté Conservatory of Music is offering its first ever Summer Choir Camp from July 18-22. In the fall, the Conservatory Chorale will return to one adult choir and three youth choirs. The youth choirs will be participating in ChoralFest in Winnipeg and will go on a spring tour of Western Manitoba!

Neelin Choirs, Carolyn Gwyer – As for most choirs, '21-'22 has been a recovery year. '20-'21 was the first year that our school did not have a choir since 1967, when our program began under Derek Morphy. While we were forced to wear masks for part of the year, we have been able to do two major concerts this year, two

additional concerts and a day tour with our vocal ensemble Simple Green, and were even allowed to head out on a two-day spring tour to visit five schools and my hometown, Minnedosa. We are at about 2/3 of the enrolment we were at pre-pandemic, but momentum and energy is building again, and we hope to be back at full “tempo” in the coming year.

Our division is currently restricting any travel outside of Manitoba, but we are hopeful that the pandemic will continue to wane and we can resume our plans to tour to the Yukon in spring 2023 or '24. I wish to applaud my colleagues, Clint McLachlan at Crocus Plains Regional Secondary School, and Meaghan Walker at Vincent Massey, for all their hard work with their singers this year as well, and congratulations on them mounting productions of Little Shop of Horrors and You're a Good Man, Charlie Brown this spring! Neelin has held off on a show this year, but has plans to present Anastasia: The Musical in November. These projects are always great for bringing more singers into our choirs and building community within our schools.

FINAL THOUGHTS

I have very much enjoyed serving on the board this year and have undying respect for Jenny, Stuart and Catherine, who have worked so hard at leading us through the changes to the board structure and by-laws. I strongly believe that this has been vital work, done with the utmost care and intentions, and should see us walk confidently into a new chapter of our beloved MCA that fosters new initiatives, revitalizes old ones, and brings more and more singers and directors along in the wonderful art of choral music-making in Manitoba. I am excited to do my part!

Submitted by Carolyn Gwyer

Central Regional Representative's Report

HIGHLIGHTS FROM 2021-22

- The CMYC 2021 YouTube recording from our outdoor concert premiered on November 6, 2022 and has been well received and enjoyed by our online viewers! The choir met for 2 weekends last September for outdoor rehearsals and recordings. The concert was recorded at the Carmen Agricultural Fair Grounds and was directed by Marla Fontaine with accompanist Loren Hiebert.
- CMCA has met several times since the last MCA AGM this past October. CMCA meetings were held on November 22, 2021, January 10, 2022, March 14, April 25, and May 30, all via Zoom. CMCA's 2022 AGM was also held on April 25.
- CMCA hosted 'A Winter Showcase' (showcase) virtual festival online in February 2022. This event included unit plans and resources which were provided to educators for remote music teaching as well as an opportunity for sharing via CMCA YouTube.

ACTIVITIES FOR 2021-2022

- CMCA is busy in the planning stages for CMYC 2022. Our director this year will be Kendra Obach and Loren Hiebert will be the accompanist. Auditions were held via Zoom in May. The board is hoping and planning for a “regular” year of CMYC with 2 rehearsal camp weekends in September to be held at Circle Square Ranch and a concert tour in mid-October with performances throughout the Central Region. Alternate plans are in place if changes do need to be made closer to the date, due to any public health restrictions.
- CMCA is also in the planning stages to resume hosting our October School Choral Workshops this year. These workshops are being tentatively planned for Thursday, October 13 in Morden, MB. Brochures and further information will be sent out to schools and teachers in September.

FINAL THOUGHTS

I would like to thank each of my fellow MCA board members, past and present, for the commitment and enthusiasm that you all bring to your roles being ambassadors of choral music within our province and beyond. I have enjoyed my time on the MCA board serving alongside each one of you and am grateful to have met you. I look forward to seeing MCA continue to grow and thrive as an organization in its role of supporting, strengthening and promoting the choral arts in Manitoba.

Submitted by Maureen Britton

Eastman Regional Representative’s Report

After two years on hiatus from any choral activities in the region, EMCA has begun to emerge and create choral opportunities again for the area. As the severity of the pandemic has eased over the last few months, EMCA has sought ways to re-introduce live choral music performances.

The first official performance to take place was our annual Easter Sunrise Service on April 17 at 7:00Am at Grace Mennonite Church in Steinbach. The performance included the Winnipeg Brass Quintet the Blumenort School Choir and other local singers and performers. It has always been a highlight event in Steinbach, and it was wonderful to have that happen again after such a long absence.

Our Eastman Youth Choir also managed to get together after two years of being cancelled. EMYC took the initiative to get together for a spring concert. They gathered for a week of singing in May culminating in a “Concert in the Park” at KR Barkman Park in Steinbach on Tuesday, May 24th. Enthusiasm for the return of the youth is high. Forty-four singers were involved in the choir this Spring, and applications are currently being accepted for the fall EMYC event.

We’re very excited to be moving forward again with our choral events and anticipate a relatively normal season for the Fall. We look forward to hearing all our local choral ensembles once again.

Submitted by David Sawatzky

Interlake Regional Representative's Report

HIGHLIGHTS FROM 2021-22

- I participated in the IDEA committee of MCA.
- In the Interlake, the Quarry Choristers held their series of dinner theater evenings in 2022! Yeah!
- The Interlake Choral Association held a public choir day and youth choir day.
- ICA had an AGM and elected a new slate of officers.

ACTIVITIES FOR 2021-2022

As this position is being eliminated, I personally look forward to meeting with the Intra-provincial Communications and the IDEA Special Interest Group meetings, contributing to their moving forward.

FINAL THOUGHTS

It has been great sitting on the MCA board, and I look forward to continuing my involvement with great colleagues as a committee member.

Submitted by Edward Cloud

Executive Director's Report

It's hard to believe that this year is coming to an end already! And what a year it has been! Thanks to our amazing board, volunteer, and staff team, MCA has yet again navigated the waters of a choral world deeply impacted by the pandemic. Since our last AGM in October, we have undertaken virtual workshops and initiatives, and have focused on significant projects behind the scenes. I am both humbled and excited to be part of this great work.

HIGHLIGHTS FROM 2021-22

Note: Many of the activities I was involved in have already been described in other reports, therefore I will highlight activities from 2021-22 that are not mentioned elsewhere.

ChoralFest (November 15-30, 2021)

Once again this year we held ChoralFest online, this time offering 4 video workshops and virtual adjudications to choirs. Choral and vocal jazz specialists Dr. Melissa Morgan (Toronto), Dr. Hilary Apfelstadt (Toronto), and Jamond McCoy (California) created four engaging video workshops for choirs of all ages, and Dr. Hilary Apfelstadt and Matt Falker (California) offered choral and vocal jazz virtual adjudications to choirs respectively. In total, 19 choirs/schools registered to access the videos (at a nominal fee), and 14 virtual adjudications took place (some choirs submitted multiple recordings for adjudications).

Virtual Holiday Sing-along Concert (December 2021)

Throughout December, member choirs from across the province were invited to record themselves singing a well-known holiday song, and we had a good response from the community. We ended up including 9 sing-along songs sung by 8 different choirs, and 5 feature choir performances. Choirs were from the Central, Interlake, Westman, and Winnipeg regions. For the full virtual concert experience, we created a PDF songbook, and encouraged people tuning in to donate to MCA. In total [the video](#) was viewed online 215 times.

Library

We completed the library inventory project in the fall and launched our new [e-commerce library platform](#) on the website in February. Thank you to our dedicated volunteers who came in over the past two years to inventory the music! The next stage is to work on digitizing the music this summer so members will be able to see a preview of the piece before they borrow music.

Respectful Workplaces in the Arts (February 2022)

Co-hosted by Choral Canada and facilitated by the Cultural Human Resources Council of Canada, MCA held a free 4-hour workshop for the Manitoba choral arts sector and community around making the workplace more respectful. The workshop covered information on provincial/territorial legislation, definitions of harassment and bullying, as well as case-studies to navigate the complexities of problematic situations. Although nine people registered, only five attended, but the group appreciated the thought-provoking discussions.

MCA Virtual Choir (February–March 2022)

MCA invited singers ages 10 and up to come together virtually again this year in the spirit of Provincial Honour Choirs. This year Dr. Jamie Hillman (University of Toronto) conducted the piece *Wide Open Spaces* by Canadian composer Sarah Quartel. Live Zoom rehearsals were held, and we hosted a live Q&A with the composer in March. We again worked with Stephen Ross to put the [final video](#) together, which was released on Music Monday as MCA's contribution to the day. In total over 100 singers from across the province participated this year!

PODIUM & National Youth Choir of Canada (May 2022)

I was excited to attend PODIUM for the first time last month, thanks to funding from Manitoba Arts Council and FCMM. It was a very worthwhile and meaningful experience to meet colleagues (finally!) from across the country in-person, attend thought-provoking sessions around intersections between the choral arts and IDEA, and experience some fantastic live choral performances by choirs from across the country. It was particularly exciting to have three choirs from Winnipeg represent our province at the festival: Dead of Winter, Winnipeg Boys' Choir Senior Chorus, and Prairie Voices.

Thanks to a grant from Manitoba Arts Council, funds from the Singers Helping Singers fund, and an emergency grant from FCMM, MCA was able to cover the full tuition for six Manitobans to attend National Youth Choir of Canada: Isabel Friesen, Zoë Gotziaman, Luke Munchinsky, Angela Myshkowsky, Katy Unruh, and Carrie Schulz. The NYCC concert was well attended, and I must say our Manitoba singers did an exceptional job of representing our Singing Province!

Website & Rebranding

After working for nearly a year with digital marketer Buffy Davey and graphic designer Roberta Landreth, we officially launched our new website, logo, and eNotes design in early February. We have received a lot of positive feedback about the rebrand to date. The website is now better positioned to serve Manitobans with our Find a Choir feature, jobs/classifieds section, events calendar, resource section, library lending platform, and more. We encourage members to peruse the site and send any suggestions you may have to improve accessibility and offerings to the choral community.

Client Relationship Management (CRM) Software

MCA will soon be moving to the CRM platform *Membership Works* to centrally manage our membership, donation, and event data. The software will save staff time and increase efficiencies by better tracking our data and payments, while allowing integrations with our website, e-newsletter, and fund management software.

Fund Development

With our Fundraising Chair position being vacant, I have worked closely with members of the Executive Committee to undertake important fund development work to keep MCA financially sustainable into the future. Much of my time is also spent researching and applying for grants. I am also exploring how to increase sponsorship opportunities for local businesses and organizations. Plans are underway to hire a fundraising professional to host a fund development workshop with the board this summer, and support us in the creation and implementation of a fund development plan.

Donors continue to be a vital component to our fundraising activities. In December we held a fundraising appeal, which brought in over \$1,000 in donations, and we have invited our membership and past donors to participate in the CanadaHelps Great Canadian Giving Challenge again this month. We have also designed our membership and event registration forms to include a custom donation field for registrants. In total, MCA supporters have given over \$8,000 to the organization since September. We are grateful to all those who have supported MCA financially this year! A complete list of donors and funders appears at the end of this report.

Staff Updates

It has been very beneficial having Brittany Mielnichuk working alongside me in the office this past year. She has contributed many great ideas and has supported work in the areas of communications, library, programs, membership, and more. We were fortunate to receive a Canada Summer Jobs grant to hire two summer employees: Kathleen Murphy and Jenica Sul will work on digitizing our music library this summer. In looking ahead to our staffing needs for next year, we are hopeful we will be able to secure funding to add an additional part-time employee in the fall. It has been invaluable having the extra support in the office and it will be critical to maintain this going forward in order for MCA to accomplish our goals in the future.

Choral Events

It has been fantastic to start attending live concerts again this year. I have attended several local choir performances, and in May I attended the PODIUM conference and festival for the first time, which

was a very impactful and valuable experience. I look forward to continuing to connect with the choral community in meaningful ways and demonstrate MCA's involvement and support for local, provincial, and national programs as I am able.

ACTIVITIES FOR 2022-2023

Next year is shaping up to be a busy one, with MCA moving back to in person activities! I will continue to focus on work behind the scenes, overseeing our programs, operations, and fundraising activities. Specifically on the horizon are the following items:

- **Programs:** Plan and implement programs and events with board, committees, and staff teams; review and improve program evaluation process
- **Fund Development:** Work with Pamela Simmons of CoreNiche consulting to review our strategic plan and develop a fundraising plan with the MCA board at our retreat
- **Funder and Donor Relations:** Focus on building and strengthening relationships with major donors, sponsors, and granting bodies
- **Strategic Planning:** Review current strategic plan and set goals to be measured
- **Policy Work:** Develop policies in the areas of finance, volunteers, IDEA, etc.
- **Human Resources:** Continue to seek ways to expand staff team and focus on volunteer management
- **Awards & Competitions:** Review criteria and strengthen application processes
- **Special Interest Groups:** Work to get the groups up and running for fall 2022

FINAL THOUGHTS

There are so many people who have worked tirelessly behind the scenes to make this year a success. I am deeply grateful to our dedicated team of board members, staff, and volunteers, who are all integral in moving MCA forward in our program and operational goals. I very much feel that I am part of a mutually supportive team, on a journey together working towards a common goal: seeing the Manitoba choral community flourish.

Our board members have stepped up in new and important ways this year, particularly in the areas of our new branding/website and our board restructuring. I want to extend a huge thank-you to Leanne Cooper-Carrier, Brittany, and Stuart for all their work on the new brand/website, making sure every detail was in place before the launch in February, and to our Governance Committee—Catherine, Naomi, David, and Stuart—for their hard work and thoughtful approach to exploring a new governance model for MCA. I would like to thank Adam for keeping us (and me) informed and on track with our finances. I have also been so grateful to work with Brittany in the office for the past year. It has been fantastic to have you coordinate MCA's music library and communications work and collaborate strategically on program planning. Having a second employee has been invaluable to the organization and we have seen that it will be crucial to continue to grow our staff team going forward.

A huge thank-you to Stuart for all the time you have devoted this year to the organization, whether that be through providing direction for the organization at our weekly meetings, offering support for the grant-writing process, being interviewed by media about our programs, or even mixing sound for a

virtual project, you have led by example and have done a tremendous amount of work behind the scenes to ensure MCA's continued success. David will have his work cut out for him, but will have a strong mentor to look to in his new role as president!

I particularly want to thank our outgoing board members who have contributed to countless discussions at board and committee meetings, wrote reports, and have supported MCA in very tangible ways. Avonlea, Carolyn, Edward, Kelsey, Maureen, Sharon, and Sonya: thank you for all you have done in your individual board roles to further MCA's vision and mission. I know that some of you will be staying on in various volunteer and portfolio capacities, so this isn't goodbye, just "see you soon"! And to those who are moving on, I hope you will not be strangers to MCA. I have so enjoyed working with all of you!

To Catherine, you have devoted a significant part of your time these past years to MCA's work and mandate. Your time on the board started well before I came on, and you have provided solid leadership for the organization through a huge amount of change and growth. I am grateful for your mentorship and guidance in my role over the past few years. MCA has benefitted in so many ways—too many to list here—from the work you have done. On behalf of MCA, I thank you for leaving a lasting legacy for our organization!

I have already said this, but I am so proud of the work we have accomplished this year, and yet I know there is still much work to do. I'm glad to take time at this meeting to pause and celebrate how far we have come. I look forward to continuing this great work with a new board and volunteer team next year!

Submitted by Jenny Steinke-Magnus

Thank You to MCA's Donors & Funders!

Masterworks \$6,000+

Manitoba Arts Council
Winnipeg Arts Council
Canada Council for the Arts
Foundation for Choral
Music in Manitoba
The Thomas Sill Foundation
The Winnipeg Foundation
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Terence Wu
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Diane Zielonko

Manitoba Choral Association
Profit & Loss Budget vs. Actual
September 2021 through May 2022

	Sep '21 - May 22	Budget
Ordinary Income/Expense		
Income		
4020 · Province of Manitoba Grants	5,511.00	
4029 · Winnipeg Arts Council Grants	16,000.00	15,000.00
4030 · FCMM Grants	2,500.00	
4031 · FCMM Grants through MCA	200.00	
4040 · MB Arts Council Grants	70,250.00	61,000.00
4045 · Winnipeg Foundation Grants	1,250.00	6,250.00
4046 · Other Grants	26,994.19	
4050 · Special Projects Revenue		
4454 · Choral Celebration Revenue	0.00	47,040.00
4455 · Virtual Choir Revenue	2,447.00	5,875.00
4456 · Virtual Choir Donations	375.00	1,250.00
Total 4050 · Special Projects Revenue	2,822.00	54,165.00
4055 · Endowment Fund Interest	15,678.00	15,700.00
4110 · ChoralFest Revenue		
4113 · Registration Fees	0.00	625.00
4213 · ChoralFest Adjudications	840.00	1,250.00
4214 · ChoralFest Video Workshops	425.00	
4110 · ChoralFest Revenue - Other	-60.00	
Total 4110 · ChoralFest Revenue	1,205.00	1,875.00
4130 · National Youth Choir Revenue	0.00	3,325.00
4170 · PD by MCA Income		
4174 · INSPIRE - Sing to Lead Income	0.00	6,650.00
4176 · Diversity & Inclusion Workshop	0.00	2,500.00
4177 · Other PD Sessions	0.00	350.00
Total 4170 · PD by MCA Income	0.00	9,500.00
4615 · Donations	8,327.05	15,000.00
4845 · Bank Interest Income	356.61	2,000.00
4850 · Miscellaneous	40.00	
4851 · FSCCC Revenue	50.00	1,100.00
4860 · Membership Revenue	11,885.00	12,000.00
4870 · Choral Library Collections	80.21	100.00
4880 · Photocopying for Members	288.59	
4885 · Rental Income	341.69	200.00
Total Income	163,779.34	197,215.00
Gross Profit	163,779.34	197,215.00
Expense		
5008 · Special Projects Expenses		
5802 · Choral Celebration Expenses	0.00	47,040.00
5803 · Virtual Choir Expenses	2,661.27	7,125.00
Total 5008 · Special Projects Expenses	2,661.27	54,165.00
5009 · PD by MCA Expenses		
5913 · INSPIRE - Sing to Lead Expenses	0.00	6,650.00
5915 · Diversity Workshop Expenses	200.00	1,250.00
5916 · Other PD Session Expenses	200.00	1,600.00
Total 5009 · PD by MCA Expenses	400.00	9,500.00
5010 · ChoralFest Expenses		
5111 · Adjudicator Fees	1,187.62	1,750.00
5130 · Miscellaneous CF Expenses	20.50	125.00
Total 5010 · ChoralFest Expenses	1,208.12	1,875.00

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Accrual Basis

Manitoba Choral Association
Profit & Loss Budget vs. Actual
September 2021 through May 2022

	Sep '21 - May 22	Budget
5015 · National Youth Choir Expenses	0.00	9,325.00
5021 · FCMM Grant expenses	1,000.00	
5022 · FCMM Grant Expenses through MCA	200.00	
5175 · Memberships outside MCA	706.47	1,000.00
5190 · Choral Library Expenses	288.58	
5210 · Payroll Expenses	66,353.06	81,400.00
5256 · Group Insurance Benefit	646.80	900.00
5276 · Web Hosting Services	460.30	450.00
5300 · Rent	13,613.94	18,200.00
5310 · Insurance	2,922.88	3,500.00
5320 · Advertising & Promotions	100.00	100.00
5330 · Website & Rebranding Expenses	5,853.28	
5500 · Phone Expenses	254.56	550.00
5510 · Utilities	28.25	
5519 · Office Expenses	327.87	750.00
5520 · Office Supplies	3,580.21	750.00
5522 · Security	52.87	
5530 · Photocopies	123.18	100.00
5550 · Office Equipment Rental	1,631.37	2,200.00
5570 · Postage	0.00	200.00
5600 · Accounting / Audit Services	4,484.02	4,500.00
5610 · Bank & Credit Card Charges		
5620 · Bank Charges	256.20	2,000.00
5625 · CanadaHelps Fees	162.71	0.00
5631 · Square Charges	0.57	
5632 · Stripe Charges	284.09	
Total 5610 · Bank & Credit Card Charges	703.57	2,000.00
5660 · Miscellaneous Expense	2,189.95	500.00
5710 · Staff Expenses	68.54	750.00
5720 · Board Travel & Expenses	250.00	1,500.00
5740 · Meeting Expenses	828.23	250.00
5745 · Staff Professional Development		
5746 · Staff PD Grant Expenses	3,761.00	1,250.00
5745 · Staff Professional Development - Other	609.34	500.00
Total 5745 · Staff Professional Development	4,370.34	1,750.00
5770 · FSCCC Expenses	1,000.00	1,000.00
Total Expense	116,307.66	197,215.00
Net Ordinary Income	47,471.68	0.00
Net Income	47,471.68	0.00

MCA Programming Slate for 2022-2023

Note that all programming listed below is subject to change depending on public health restrictions, staff and volunteer capacity, and participant interest/involvement. The Program Committee will provide direction for all programming and program updates will be shared regularly with the membership throughout the year as they become available.

SCHEDULE AT-A-GLANCE

August – Choir 101 (TBD)
September – Membership renewals
October – GATHER: Choral Celebration Festival (1st); TEMPO (21st)
November – ChoralFest (14th – 23rd)
January – Manitoba Sings (formerly Provincial Honour Choirs) (27th – 29th)
March – Accessibility in the Choral Arts (TBD)
May – BEYOND Choir Symposium (26th – 28th)
June – AGM (TBD)
July/August – INSPIRE (TBD)
Various Dates – IDEA Corner Sessions

PROGRAM/EVENT DETAILS

Choir 101, August 19-20, 2022

This one-day professional development workshop for singers will take place right before choirs start their choral seasons in September. The workshop is designed for novice choristers with a limited background in music. The basics of sight-singing and theory will be addressed throughout the day, as will the fundamentals of vocal technique. The goal is to equip choristers through participatory learning with skills which can be applied in their weekly choir rehearsals for the 2022-23 season. Topics to be covered include vocal production, rhythm, melody, harmony, voice parts, dynamics, and the physical and mental health benefits of singing and participating in choral ensembles.

- *Made possible thanks to funding from the Foundation for Choral Music in Manitoba*

Membership Renewals, opening August 2022

We will launch membership renewals in August using MembershipWorks, our new client relationship management (CRM) platform. MW will fully integrate into our new website and will greatly simplify the way we manage memberships, donations, event registrations, and volunteers. We have reviewed our membership structure and benefits and we strive to ensure membership in MCA is both accessible and valuable to our community.

- *MW annual subscription made possible thanks to funding from the Province of Manitoba's Digital Manitoba Initiative*

IDEA Corner Sessions (various dates TBD)

We held two sessions in 2022 where both members and non-members were invited to join conversations around the topics of inclusion, diversity, equity, and accessibility in the choral arts. Sessions included reading articles and watching videos to help guide our discussions, as well as guest speakers to share perspectives on specific topics. We will continue to look for opportunities to host sessions in this series next year, specifically as we build towards our BEYOND symposium.

GATHER: Choral Celebration Festival, October 1, 2022

To celebrate a return to more in-person singing in the fall, MCA will hold a day-long outdoor festival at the Lyric Theatre in Assiniboine Park (Winnipeg). The first of its kind for MCA, the festival will feature rotating choir performances and workshops throughout the day on stage, complete with food vendors, artisans, game booths, and creative spaces set up around the grounds to create a celebratory atmosphere. Choirs from around the province are invited to sign up at no charge for a 15-minute timeslot to perform 3-4 songs for the audience, which will include fellow choristers, friends and family, and community members.

- *Made possible thanks to funding from The Winnipeg Foundation*

ChoralFest, November 14-23, 2022

After two years of holding ChoralFest virtually, we are excited to return to an in-person festival for 2022! New for 2022, we will move the early/middle years clinics to take place in schools, and we will offer the option for senior years choirs to be adjudicated in French. We are also exploring the possibility of offering a ChoralFest tour in regions that normally face challenges to attending the festival in Winnipeg. By making these changes we hope to increase the engagement of choirs of all ages and geographical locations.

The following adjudicators and clinicians have been confirmed for 2022:

- Senior Years: Dr. Jennifer Lang (Saskatoon, SK), Dr. Andrée Dagenais (Brandon), third adjudicator TBD
- Vocal Jazz: Kerry Marsh (Naples, FL), Julia Dollison (Naples, FL), and Duane Davis (Grand Rapids, MI)
- Early/Middle Years: Liz Kristjanson (Winnipeg), Marla Fontaine (Brandon)

Manitoba Sings (formerly Provincial Honour Choirs), January 27-29, 2023

We are planning for an in-person program for 2023 to take place at Gordon Bell High School (Winnipeg). The weekend will look similar to years past: rehearsals on the Friday/Saturday and performances on the Sunday, this time at Portage Avenue Church (Winnipeg). In an effort to better reflect the inclusive nature of the program, and the fact that the event literally brings Manitobans together to sing, the committee has decided to rename the program *Manitoba Sings*. Many in the community will remember that this was MCA's tagline for many years but was recently retired. The new program name is a meaningful way to honour MCA's past while moving boldly into the future. The committee is also reviewing the names of the individual choirs in the program, and these will be announced when registration opens in the fall. We look forward to continuing in the PHC tradition of music-making and fun for everyone!

The following conductors have been confirmed for 2023:

- Youth Choir: Jorrel Camuyong (Winnipeg) & Nancy Gomes Fast (Niverville, MB)
- Senior Choir: Alisa Wiebe (Winnipeg)
- Adult Choir: Dr. Melissa Morgan (Regina, SK)

Senior Years Workshop, January 27, 2023

As in years past, we will offer a workshop to senior years choirs with out-of-town PHC conductor Dr. Melissa Morgan the day PHC starts. We invite all senior years choirs to attend the event, where they will perform for each other and learn a new piece of music with Melissa.

Accessibility in the Choral Arts, March 2023 (Date TBD)

Facilitated by Jenel Shaw, Executive Director of the Arts AccessAbility Network of Manitoba, this workshop will explore the barriers that persons with disabilities may face when accessing choral arts activities, and practical tools to prevent and remove these barriers in their own choirs, and will equip choir leaders and organizations to shift practices and better comply with the Accessibility for Manitobans Act.

BEYOND: Exploring and Expanding the Traditional Choral Practice, May 26-28, 2023

The IDEA Committee is planning weekend-long professional development symposium-retreat to offer choral leaders in the province the opportunity to explore ways they can think differently about their arts practice. Manitoban, Canadian, and American choral arts professionals will present on various topics such as: Indigenous protocols for choirs, embracing and encouraging cultural diversity in choir, decentralizing power structures, working with transgender voices, decolonizing the choir practice, challenging gendered performance attire, cultural sensitivity, health and well-being, social justice, and more.

- *Made possible thanks to funding from Canada Council for the Arts*

INSPIRE - MCA's Senior High Leadership Camp, Summer 2023

Plans are in the works to get this program for high school students up and running next summer. The camp would include a group vocal lesson component, an introduction to conducting, a group choir, and numerous leadership activities. We hope to turn young students on to a future in choral music education and inspire them to share their new skills with their choral peers in the fall. Students will apply their new skills through singing in, and taking turns conducting, the camp choir. Facilitators will be confirmed at a later date.

	2022-2023 Budget	2021-2022 Budget	2020-2021 Budget
Ordinary Income/Expense			
Income			
4020 · Province of Manitoba Grants	0.00	0.00	0.00
4029 · Winnipeg Arts Council Grants	15,000.00	15,000.00	15,000.00
4030 · FCMM Grants	3,000.00	0.00	5,000.00
4031 · FCMM Grants through MCA	0.00	0.00	0.00
4040 · MB Arts Council Grants	66,000.00	61,000.00	54,750.00
4045 · Winnipeg Foundation Grants	7,500.00	6,250.00	5,000.00
Thomas Sill Foundation Grant	0.00	0.00	0.00
4050 · Special Projects Revenue			
Celebration Concert Revenue	0.00	4,000.00	3,535.00
Choral Symposium Revenue	50,000.00		
Gala Fundraiser Revenue	25,000.00	0.00	0.00
4455 · Virtual Choir Revenue	0.00	5,875.00	3,000.00
4456 · Virtual Choir Donations	0.00	1,250.00	0.00
Total 4050 · Special Projects Revenue	75,000.00	11,125.00	6,535.00
4055 · Endowment Fund Interest	16,500.00	15,700.00	15,300.00
4110 · ChoralFest Revenue			
4111 · Admissions	2,500.00	0.00	0.00
4112 · Donations	0.00	0.00	0.00
4113 - ChoralFest Registration Fees	23,000.00	625.00	0.00
4114 · Gala Concert Tickets	1,500.00	0.00	0.00
4115 · Grants	10,000.00	0.00	0.00
4210 · ChoralFest Workshop Revenue	0.00	0.00	500.00
4211 · Workshop Music Revenue	0.00	0.00	150.00
4212 · CF Panel Discussion Revenue	0.00	0.00	0.00
4213 · ChoralFest Adjudications	0.00	1,250.00	300.00
Total 4110 · ChoralFest Revenue	37,000.00	1,875.00	950.00
4120 Provincial Honour Choirs			
4121 · Admissions	3,500.00	0.00	0.00
4122 · Donations	0.00	0.00	0.00
PHC Grants	6,500.00		
4123 · Registration fees	24,000.00	0.00	0.00
Total 4120 · PHC Revenue	34,000.00	0.00	0.00
4130 - National Youth Choir Revenues	0.00	1,460.00	0.00
4170 · PD by MCA Income			
4171 · Pre-PHC Workshop Income	1,500.00	0.00	0.00
4174 · INSPIRE - Sing to Lead Income	7,000.00	6,650.00	0.00
4175 · Choir 101 Income	2,000.00	0.00	0.00
4176 · D&I Workshop Income	500.00	2,500.00	0.00
4177 · Other PD Sessions	500.00	350.00	0.00
4170 · PD by MCA Income - Other	0.00	0.00	5,000.00
Total 4170 · PD by MCA Income	11,500.00	9,500.00	5,000.00
4500 · Advertising Revenue			
4501 · ChoralFest Advertising	2,000.00	0.00	0.00
4502 · Other Advertising	750.00	0.00	0.00
4503 · PHC Advertising	750.00	0.00	0.00
Total 4500 · Advertising Revenue	3,500.00	0.00	0.00

4615 · Donations	17,500.00	15,000.00	15,000.00
4845 · Bank Interest Income	2,200.00	2,000.00	1,200.00
4850 · Miscellaneous	0.00	0.00	0.00
4851 · FSCCC Revenue	1,100.00	1,100.00	1,100.00
4860 · Membership Revenue	18,000.00	12,000.00	8,000.00
4870 · Choral Library Collections	200.00	100.00	100.00
4885 · Rental Income	200.00	200.00	100.00
Total Income	308,200.00	152,310.00	133,035.00
Gross Profit	308,200.00	152,310.00	133,035.00
Expense			
5008 · Special Projects Expenses			
Choral Celebration Concert Expenses	0.00	4,000.00	175.00
Choral Symposium Expenses	50,000.00	0.00	0.00
Gala Fundraiser Expenses	10,000.00	0.00	0.00
5803 · Virtual Choir Expenses	0.00	7,125.00	3,000.00
Total 5008 · Special Projects Expenses	60,000.00	11,125.00	3,175.00
5009 · PD by MCA Expenses			
5910 · Pre-PHC Workshop Expenses	750.00	0.00	0.00
5913 · INSPIRE - Sing to Lead Expenses	7,000.00	6,650.00	0.00
5914 · Choir 101 Expenses	2,000.00	0.00	0.00
5915 · D&I Workshop Expenses	500.00	1,250.00	0.00
5916 · Other PD Session Expenses	1,500.00	1,600.00	0.00
5009 · PD by MCA Expenses - Other	0.00	0.00	3,000.00
Total 5009 · PD by MCA Expenses	11,750.00	9,500.00	3,000.00
5010 · ChoralFest Expenses			
5111 · Adjudicator Fees	17,800.00	1,750.00	1,250.00
5112 · Meals & Per diems	2,000.00	0.00	0.00
5113 · Accommodations	4,000.00	0.00	0.00
5114 · Travel	3,500.00	0.00	0.00
5115 · Venues	7,000.00	0.00	0.00
5116 · Administration	1,500.00	0.00	0.00
5117 · Technical support	1,000.00	0.00	0.00
Miscellaneous	200.00	125.00	0.00
5119 · ChoralFest Workshop Fees	0.00	0.00	650.00
5121 · Workshop Music Fees	0.00	0.00	150.00
5122 · Panel Discussion Fees	0.00	0.00	1,130.00
Total 5010 · ChoralFest Expenses	37,000.00	1,875.00	3,180.00
5015 · National Youth Choir Expenses	0.00	7,460.00	0.00
5020 · Provincial Honour Choir Expense			
5221 · Honoraria - Conductors	6,000.00	0.00	0.00
5222 · Honoraria - Accompanists	2,000.00	0.00	0.00
5223 · Section Leads	1,500.00	0.00	0.00
5224 · Musicians	1,000.00	0.00	0.00
5225 · Travel & Accommodations	5,000.00	0.00	0.00
5226 · Music	3,500.00	0.00	0.00
5227 · Administration	1,000.00	0.00	0.00
5228 · Venue	4,000.00	0.00	0.00
5229 · Technical Support & Rentals	2,500.00	0.00	0.00
5231 · Tshirts	2,500.00	0.00	0.00

5232 · Meals & Snacks	5,000.00	0.00	0.00
Total 5020 · PHC Expenses	34,000.00	0.00	0.00
5022 · FCMM Grant Expenses through MCA	0.00	0.00	0.00
5175 · Memberships outside MCA	1,500.00	1,000.00	600.00
5190 · Choral Library Expenses	2,500.00	0.00	5,000.00
5210 · Payroll Expenses	115,000.00	81,400.00	61,100.00
5256 · Group Insurance Benefit	950.00	900.00	800.00
5276 · Web Hosting Services	475.00	450.00	450.00
5295 · Amortization Expense	0.00	0.00	500.00
5300 · Rent	18,600.00	18,200.00	22,500.00
5310 · Insurance	3,500.00	3,500.00	3,300.00
5320 · Advertising & Promotions	850.00	100.00	500.00
5330 · Website & Rebranding Expenses	0.00	0.00	8,500.00
5500 · Phone, Fax, Internet	375.00	550.00	1,000.00
5510 · Utilities	0.00	0.00	350.00
5519 · Office Expenses	1,250.00	750.00	500.00
5520 · Office Supplies	1,000.00	750.00	500.00
5522 · Security	0.00	0.00	60.00
5530 · Photocopies	300.00	100.00	70.00
5550 · Office Equipment Rental	2,200.00	2,200.00	2,200.00
5570 · Postage	200.00	200.00	200.00
5590 · Office Moving Expenses	0.00	0.00	5,000.00
5600 · Accounting / Audit Services	6,000.00	4,500.00	4,300.00
5610 · Bank & Credit Card Charges			
5620 · Bank Charges	0.00	0.00	0.00
5625 · CanadaHelps Fees	0.00	0.00	0.00
5631 · Square Charges	0.00	0.00	0.00
5632 · Stripe Charges	0.00	0.00	0.00
5610 · Bank & Credit Card Charges - Other	2,500.00	2,000.00	1,500.00
Total 5610 · Bank & Credit Card Charges	2,500.00	2,000.00	1,500.00
5660 · Miscellaneous Expense	500.00	500.00	500.00
Advocacy work	250.00	0.00	0.00
5710 · Staff Expenses	500.00	750.00	100.00
5720 · Board Travel & Expenses	2,500.00	1,500.00	250.00
5740 · Meeting Expenses	2,500.00	250.00	150.00
5745 · Staff Professional Development			
5746 · ED PD Grant Expenses	0.00	1,250.00	2,000.00
5745 · Staff Professional Development - Oth	1,000.00	500.00	500.00
Total 5745 · ED Professional Development	1,000.00	1,750.00	2,500.00
5770 · FSCCC Expenses	1,000.00	1,000.00	1,250.00
Total Expense	308,200.00	152,310.00	133,035.00
Net Ordinary Income	0.00	0.00	0.00
Net Income	0.00	0.00	0.00

MCA Updated Board Structure

June 11, 2022

PREAMBLE

Over the past several years, there has been much discussion around the structure of MCA's board, our by-laws, and what potential changes could be made to make MCA run more effectively and efficiently to better serve the choral community.

In August 2021, following a board retreat, an ad hoc Governance Review Committee was struck to consider board discussion from the retreat, make recommendations for restructuring the board, and update MCA's by-laws accordingly.

The Committee met several times to discuss possibilities for a new governance model for MCA, and through further discussion with the board and our MCA regional representatives, and with our membership at a public Town Hall, the updated board structure below was created.

The new model demonstrates a different approach to how the board currently operates. In the new model, the board is comprised of 10 people who would take on various portfolios, depending on the person's interests and strengths. There are more portfolios than there are board members, so we will rely on community members to take on certain portfolios and run committees, working groups, and special interest groups related to those portfolios. We commit to populating the board and committees with diverse representation from across the province. Details pertaining to the portfolios are found in the "Definitions" section below.

The Committee gave each position and portfolio careful attention and consideration, taking into account the discussions and feedback from the board, the membership, and various committees over the past several years regarding what has and hasn't been working for the organization. Through these conversations, we have come up with a model that we believe moves MCA forward in a positive and genuine way, ready to respond to the needs of our choral community, while still maintaining flexibility and authenticity. It is understood that MCA's board structure will be reviewed regularly (the first review to be undertaken in two years' time) and changes will be proposed as needed.

The following document is being shared as a backgrounder to the updated by-laws being presented to the membership for approval. The membership is also being asked at this AGM to elect community members to fill the positions on the updated board structure.

UPDATED BOARD MODEL

Board

- Executive Committee:
 - President
 - Vice President
 - Past President
 - Treasurer
- Program Director*
- Outreach & Advocacy Director*
- Intra-Provincial Coordinator*
- Directors (3)

**Chairs a committee/special interest group made up of board and/or community volunteers*

Portfolios

- Programs*
- Outreach & Advocacy*
- Intra-Provincial Coordination*
- IDEA (Inclusion, Diversity, Equity, and Accessibility)*
- Fund Development**
- Library & Resources**
- Communications**
- Archives**
- ChoralFest**
- Manitoba Sings (formerly PHC)**
- TEMPO**
- Nominating Committee*
- MMEA (Manitoba Music Educators' Association)*
- FCMM (Foundation for Choral Music in Manitoba)*

**Portfolio to be taken on by a board member*

***Portfolio to be taken on by either a volunteer or board member, or in certain cases where appropriate, a staffperson.*

NOTE: *Efforts will be made to populate board and committees with representation from across the province*

Ex Officio/Staff

- Executive Director
- Program & Resource Coordinator

Standing Committees

- Nominating: Past President (chair), 2 board members
- Programs: Program Director (chair), ChoralFest, Manitoba Sings, TEMPO, 1 or 2 community members, Program & Resource Coordinator
- ChoralFest: ChoralFest chair, 2-3 community members, Program & Resource Coordinator
- Manitoba Sings: Manitoba Sings chair, 2-3 community members, Program & Resource Coordinator
- Outreach & Advocacy: Outreach & Advocacy Director (chair), 2-3 board/community members
- Fund Development: Fund Development chair, 2-3 board/community members

Special Interest Groups

- IDEA Group: IDEA portfolio chair, open membership (target 10+ members)
- Intra-Provincial Communication Group: Intra-Provincial Coordinator (chair), open membership populated from all regions of Manitoba (target 10+ members)
- Other SIGs created in response to MCA membership's requests and interests

Ad Hoc Committees/Working Groups

- Awards of Distinction: 2-3 board and/or community members
- Scholarships: 2-3 board and/or community members
- Frances Seaton Choral Composition Competition: 2-3 board and/or community members
- FCMM Applications: 2-3 board and/or community members
- Endowment Fund: 2-3 board and/or community members
- Others as needed

Note: President and Executive Director serve as ex officio members of all standing committees and special interest groups above

SIDE-BY-SIDE COMPARISON

OLD BOARD MODEL

Executive Committee

President
Past President
Vice President
Secretary
Treasurer

Program Chairs

ChoralFest
Provincial Honour Choirs
Professional Development
Communications
Membership
Library
Fundraising

Regional Representatives

Central
Eastman
Interlake
Norman
Parkland
Westman

Portfolios

Nominations (Past President)
MMEA (Vice President)
FCMM (President)

TOTAL: 18 board positions, 3 portfolios

UPDATED BOARD MODEL

Executive Committee

President
Vice-President
Past-President
Treasurer

Directors

Program Director
Outreach & Advocacy Director
Intra-Provincial Coordinator
Directors (3)

Portfolios

Programming (Board Member)
Outreach & Advocacy (Board Member) Intra-Provincial Coordination (Board Member)
IDEA (Board Member)
Fund Development
Library & Resources
Communications
ChoralFest
Manitoba Sings
TEMPO
Archives
Nominations (Past President)
MMEA (Vice President)
FCMM (Past President)

TOTAL: 10 board positions, 14 portfolios

DEFINITIONS

Director: A member of MCA's governing board, also known as a "board member". Directors are elected by the membership at MCA's Annual General Meeting, and are expected to attend board meetings, actively participate in committees, and oversee MCA's operational, governance, and financial matters. This involves hiring and overseeing the Executive Director and supporting initiatives to advance MCA's mission.

Portfolio: A collection of responsibilities related to a particular aspect of MCA's governance and/or operations. It is expected that portfolios be taken on by volunteers (either board members or community members), or in certain circumstances (ex. if no volunteer can be found), a staffperson. This includes specific programs, resources, and initiatives as outlined in the descriptions below (Terms of Reference for each to be worked out before the June AGM):

- **Programming:** Provide guidance for MCA's programming year, ensuring that strategic programming goals are being achieved; oversee planning and implementation of non-flagship programs (i.e. workshops, events, and initiatives apart from ChoralFest and Manitoba Sings); chair Program Committee
- **Outreach & Advocacy:** Liaise with members, choirs, and other stakeholders to increase MCA's visibility around the province; connect with potential members; work closely with staff to oversee MCA's advocacy activities and suggest ways to increase and enhance effectiveness of these activities
- **Intra-Provincial Coordination:** Liaise regularly with and provide support to all Manitoba regions so that MCA may build and strengthen relationships with choirs and members around the province and strategically plan programs around the province; liaise with MCA staff to promote provincial events; chair Intra-Provincial Communications Special Interest Group (forum for regional-focused discussions)
- **Inclusion, Diversity, Equity, and Accessibility (IDEA):** Support the implementation of MCA's IDEA policy and initiatives; liaise with MCA staff to develop IDEA-focused programs and resources for the choral community; chair IDEA Special Interest Group (forum for IDEA-focused discussions)
- **Fund Development:** Assist in developing and maintaining MCA's Fund Development Plan; work closely with staff to oversee fund development activities (ex. donations appeals, fundraisers, grant applications, sponsorships); chair Fund Development Committee
- **Library & Resources:** Work closely with staff to oversee library operations; support staff in making library decisions; help promote library to membership
- **Communications:** Oversee MCA's communications activities, ensuring they adhere to MCA's brand identity; work closely with staff to achieve communications goals; suggest ideas to improve MCA's online presence
- **Archives:** Work closely with staff to maintain MCA's files, records, and archives; act as a resource concerning MCA's history; chair archival project committees as needed
- **ChoralFest:** Oversee planning and implementation of ChoralFest program; work closely with staff to ensure program logistics are carried out; chair ChoralFest Committee
- **Manitoba Sings:** Oversee planning and implementation of Manitoba Sings program; work closely with staff to ensure program logistics are carried out; chair Manitoba Sings Committee

- **TEMPO:** Represent MCA at MMEA's TEMPO planning meetings; liaise with MCA staff to promote TEMPO to MCA members
- **Nominations:** Coordinate recruitment efforts to fill board and portfolio positions in time for each year's AGM (portfolio to be taken on by Past President)
- **FCMM:** Serve as a liaison between the FCMM board and MCA's board (portfolio to be taken on by Past President)
- **MMEA:** Serve as a liaison between the MMEA board and MCA's board (portfolio to be taken on by Vice President)

Ex Officio Board/Committee Member: A member of a board or committee who is part of the group by virtue of holding another office (ex. Executive Director). Ex officio board/committee members attend board meetings and may discuss or debate agenda items, but are not entitled to vote on board or committee motions.

Staff: Full-time, part-time, or contract term employees of MCA. They may attend board meetings and may be called on to report on MCA's activities and/or contribute to board discussions, but are not entitled to vote.

Standing Committee: A permanent committee that meets regularly throughout the year and exists from year to year. The committee chair calls meetings and provides leadership at meetings, and decisions are made either by voting or by consent. Minutes of meetings are kept in the organization's records. The President and Executive Director are expected to attend all standing committee meetings as they are able.

Special Interest Group: A group of community members drawn or acting together because of a common interest, concern, or purpose. Group discussion from these groups informs MCA's organizational policies and operations. The group leader/chair ensures the group meets regularly, facilitates discussions at meetings, and brings any discussion points and/or recommendations to MCA board and staff as they arise. The President and Executive Director are expected to attend all special interest group meetings as they are able.

Ad Hoc Committee/Working Group: A committee or group struck for a particular purpose. Once this purpose is achieved, the committee is dissolved. For regular annual ad hoc committees/working groups (ex. Bert Kroeker Scholarship Committee), group membership will fluctuate from year to year. Decisions are made either by vote or by consent.

BY-LAW NO. 1

A by-law relating generally to the conduct
of the business and affairs of

MANITOBA CHORAL ASSOCIATION INC.
(“the Association”)

BE IT ENACTED as a by-law of **MANITOBA CHORAL ASSOCIATION INC.** as follows:

ARTICLE I – INTERPRETATION

1.1 Definitions

In this by-law and all other by-laws and resolutions of the Association, unless the context otherwise requires:

“Act” means *The Corporations Act*, CCSM c C225, including the Regulations made pursuant thereto, and any statute or regulations that may be substituted, as amended from time to time;

“Annual General Meeting” means the annual meeting of the Members;

“Articles” means the original or restated Articles of Incorporation, Articles of Amalgamation, and/or other constating documents of the Association as amended or restated from time to time;

“Association” means this Association, being the association to which the Articles pertain, and named **“Manitoba Choral Association Inc.”**;

“Board” means the board of directors of the Association;

“By-law” means this by-law and any other by-laws of the Association as amended and which are, from time to time, and which are, from time to time, in force and effect;

“Committees” means any Standing Committees, Ad Hoc Committees, Special Committees, and/or Special Interest Groups as set forth in Article VIII, and **“Committee”** means any one of them;

“Directors” means the members of the board of directors as set forth in Article V, and **“Director”** means any one of them;

“Majority” shall mean more than fifty percent (50%);

“Membership Meeting” includes an Annual General Meeting or a Special Meeting of Members;

“Members” means the members of the Association as set forth in Article IV and **“Member”** means any one of them;

“Officers” means the members of the Board as set forth in Article V, and **“Officer”** means any one of them;

“Person” includes an individual, body corporate, partnership, trust, and unincorporated organization;

“Portfolio” means a collection of responsibilities related to a particular activity of the Association to be assumed by Directors, Members, or Employees;

“Regulations” means the regulations made under the Act, as amended, restated, or in effect from time to time;

“Representatives” means the representatives of member groups and/or Portfolios set forth in Articles IV and VII and **“Representative”** means any one of them; and

“Special Meeting” means a meeting called at the discretion of the President or upon the written request of not less than one-third (1/3) of the Members.

1.2 Rules of Interpretation

Words and expressions not defined in these By-laws shall have the same meaning as ascribed by the Act, unless required otherwise by the context. Words importing the singular shall include the plural and vice versa, and words importing one gender shall include all genders.

ARTICLE II – GENERAL BUSINESS MATTERS

2.1 Name

The name of the Association shall be **MANITOBA CHORAL ASSOCIATION INC.**

2.2 Principal Office

The Principal Office shall be the place designated by the Board as the head office of the Association, which shall be in the City of Winnipeg, or at such other location in the Province of Manitoba as the Board may from time to time determine.

2.3 Seal

The Association may have a corporate seal of such design as the Board of Directors may from time to time approve and adopt.

2.4 Fiscal Year

The fiscal year of the Association shall terminate on August 31st in each year.

2.5 Rules of Governance

The rules contained in the current edition of Robert's Rules of Order Newly Revised shall govern the Association in all cases to which they are applicable and in which equivalent rules are not provided for in this By-law or in any special rules of order which the Association shall from time to time have adopted.

2.6 Signing Authority

All cheques drawn upon the Association's bank account and all notes, drafts, and other negotiable or transferable instruments related to the Association's banking business shall be signed in the name of the Association by a minimum of two (2) of the President, Treasurer, Past President, and Executive Director of the Association, and/or other person(s) as the Board shall appoint from time to time for such purpose, with the amounts of such respective cheques, notes, and drafts and other instruments being subject to limits set out in any applicable policies established by the Board from time to time. All such notes, drafts, and other negotiable or transferrable instruments so signed shall be binding upon the Association.

2.7 Amendments

At any Membership Meeting, and upon recommendation of the Board, these By-laws may be amended by resolution adopted and approved by no less than two-thirds (2/3) of the votes cast by such Members entitled to vote as are in attendance, provided that notice of the proposed amendment or replacement has been given to Members by electronic mail not later than twenty-one (21) days prior to the date of the Meeting.

2.8 Interim Amendments

The Directors may from time to time amend and re-enact these By-laws, but such change, unless in the meantime confirmed at a Membership Meeting duly called for that purpose, shall have force only until the next Annual General Meeting or Special Meeting and, if not confirmed, shall from that time cease to have any force. This By-law may be amended at a Membership Meeting of the Association, in accordance with the notice and voting requirements outlined in Section 2.7.

2.9 Effective Date

These By-laws shall come into force and effect when adopted, approved and confirmed by the Members.

ARTICLE III – PURPOSES AND OBJECTS

3.1 Purposes and Objects

The purposes and objects of the Association are to advance knowledge and appreciation of, and to stimulate interest and enhance skills in, the choral arts in Manitoba, without limitation by:

- (a) producing and promoting choral festivals;
- (b) producing and promoting choral workshops;
- (c) communicating with stakeholders through accessible media;
- (d) maintaining and developing a choral library and providing library lending services for choral music;
- (e) providing and promoting choral opportunities for young singers;
- (f) encouraging composition and publication of choral works by Manitoban and Canadian composers;
- (g) providing and promoting opportunities for public performances of Manitoban and Canadian choral works; and
- (h) encouraging interprovincial and international co-operation in the development of the choral arts in Manitoba and in Canada.

ARTICLE IV – MEMBERSHIP

GENERALLY

4.1 Eligibility

Each individual, choral group, corporation, firm, or other organization that supports the purposes and objects of the Association shall be eligible to be a Member of the Association.

4.2 Membership Year

The membership year of the Association shall terminate on August 31st of each year.

4.3 Membership Fees

Membership fees and any other fees to be paid by Members shall be established from time to time by the Board. Membership fees shall come due thirty (30) days following the date of the Member's registration, or at such other time as may be determined by the Board from time to time.

MEMBERS

4.4 Classes of Members

Membership in the Association (“**Membership**”) shall be available in the following categories upon registration and payment of the applicable Membership fee:

- (a) **Individual Membership** is open to individuals. An Individual Member shall be entitled to receive notice of, attend, and vote at all Membership Meetings, and each Individual Member shall be entitled to one (1) vote at each Membership Meeting and shall be eligible to be elected as Director to the Board.
- (b) **Choir Membership** is open to choirs and other choral groups. A Choir Member shall have the right to appoint a delegate (“**Representative**”) to represent the group at each Membership Meeting. Such Representative shall be entitled to receive notice of, attend, and vote at all Membership Meetings, and each Representative shall be entitled to one (1) vote at said meetings.
- (c) **Corporate Membership** shall be open to any formally constituted organization. A Corporate Member shall have the right to appoint a delegate (“**Representative**”) to represent the group at each Membership Meeting. Such Representative shall be entitled to receive notice of, attend, and vote at all Membership Meetings, and shall be entitled to one (1) vote at said meetings.
- (d) **Honorary Life Membership** may be conferred at the discretion of the Board upon any individual who has either rendered notable service to the Association or to the advancement generally of the choral arts in Manitoba. Honorary Life Members shall not be obliged to pay Membership fees but shall have the same privileges as an Individual Member, including being eligible to be elected as a Director.

4.5 Resignation of Members

Any Member may withdraw from the Association by submitting a resignation in writing to the Executive Director.

4.6 Expulsion of Members

Any Member may be expelled from membership in the Association by vote of a Majority of the Board, subject to the subsequent approval of such action by a two-thirds (2/3) majority of Members present and voting at a Special Meeting duly called for the purpose of such approval.

MEMBERSHIP MEETINGS

4.7 Annual General Meeting

The Annual General Meeting shall be held once in respect of each fiscal year of the Association within fifteen (15) months after the preceding Annual Meeting.

4.8 Special Meetings of Members

Special Meetings may be called at the discretion of the President or upon the written request of not less than one-third (1/3) of the Members.

4.9 Notice

- (a) Notice of an Annual General Meeting shall be given by the Executive Director by electronic mail to Members at least twenty-one (21) days prior to the date of such Annual General Meeting.
- (b) Notices of Special Meetings and particulars of the business proposed to be transacted thereat shall be given to Members by the Executive Director by electronic mail no later than ten (10) days prior to the date of such Special Meetings. Such Notices shall specify whether the Special Meetings have been called by the President or otherwise.
- (c) The accidental omission to give notice as required by this section shall not invalidate any business transacted at any Membership Meetings, unless otherwise provided by the Members in attendance at any such meeting.

4.10 Quorum

Not less than fifteen (15) Members and Representatives of Members eligible to vote at a meeting of Members, present in person, at any meeting of Members shall constitute a quorum at such meetings.

4.11 Voting

All Members in good standing, and in the case of Corporate Members and Choir Members, their duly appointed Representatives, shall be entitled to one (1) vote at Membership Meetings and all decisions at each meeting shall be taken by the affirmative votes of the Members present at such meetings.

- (a) Unless otherwise required by the Act or these By-laws, questions arising at any Membership Meetings shall be decided by a Majority of votes.
- (b) At all Membership Meetings, the President of the Board, in addition to being entitled to exercise one (1) vote on each motion or resolution, shall have an additional or casting vote in the event of an equal division of votes for and against a motion or resolution.

4.12 Participation by Telephone or Other Communications Facility

A Director may participate in a Membership Meeting by telephonic, electronic or other communication facility that permits all participating Members to communicate adequately with each other during the Membership Meeting, and a Member participating by such means is deemed to be present at the Membership Meeting, and is thus entitled to vote at that Membership Meeting as if such Member was present in person.

4.13 No Proxy

There shall be no proxy voting at Membership Meetings.

4.14 Binding upon Membership

The motions or resolutions adopted and approved by the Members in attendance at all Membership Meetings shall be binding upon the full Membership.

ARTICLE V – BOARD OF DIRECTORS

GENERALLY

5.1 Eligibility

All Directors must be Individual Members or Honorary Life Members prior to becoming Directors or shall become Individual Members or Honorary Life Members within ten (10) days after becoming Directors. All Directors shall maintain their Memberships during their terms of office as Directors.

5.1 Powers

With the exception of those matters stated in the Act and in these By-laws to remain within the authority of the Members, the Board shall supervise the management of the business and affairs of the Association, and may exercise all such authority and powers of the Association, and do all such lawful acts and things in relation to the exercise of such authority and powers.

5.2 Composition

The Board shall consist of no less than eight (8) and no more than twelve (12) Directors.

BOARD MEMBERS

5.3 Positions

(a) The Board:

- (i) Shall be comprised of up to four (4) Officers (who shall also be considered Directors) (“**Officers**”), including:
 - A. President;
 - B. Vice President;
 - C. Treasurer; and
 - D. may include a Past President; and

(ii) may be composed of the following Director positions:

- A. Program Director;
- B. Outreach and Advocacy Director;

- C. Intra-Provincial Coordinator; and
 - D. three (3) Members-at-Large.
- (b) The Executive Director shall be an ex officio member of the Board and shall assist the Board in day-to-day operation of the Association, but shall not be considered a Director as defined under section 1.1 of these By-laws, nor under the *Act*.

5.4 Remuneration of Directors

The Directors shall receive no remuneration for acting as such.

5.5 Election and Term

Directors, and Officer positions of Vice-President and Treasurer, shall be elected by the Members at a Membership Meeting and shall hold office for terms of two (2) years or until their successors are elected. The Vice-President and President shall assume the roles of President and Past President, respectively, at the end of their two-year terms, and do not need to stand for re-election. Directors shall be eligible for re-election for any number of successive additional terms after the expiration of their original two-year terms, with the exception of the Vice President, President, and Past President, whose terms of office shall be each a maximum of two (2) years, unless, in extraordinary circumstances, the terms are approved to be extended by a two-thirds (2/3) vote of Directors. Former Vice Presidents, Presidents, and Past Presidents may stand for election to new terms as Directors.

5.6 Resignation of Directors

A Director may resign from office upon giving a written resignation to the Association and such resignation becomes effective when received by the Corporation or at the time specified in the resignation, whichever is later.

5.7 Removal of Directors

Any Director may be removed from office as such before the expiration of their term of office by a two-thirds (2/3) vote of Members present at an Annual General Meeting, or at a Special Meeting called for the purpose of such removal.

5.8 Vacation of Office

A Director ceases to hold office if such Director dies, resigns is removed from office by the Members, if such Director acquires the status of a bankrupt or becomes of unsound mind and is so found, or becomes otherwise disqualified to serve as Director.

5.9 Vacancies

In the event of a vacancy on the Board by reason of a Director ceasing to hold office as such other than by reason of the expiration of their term of office as such, the remaining Directors

may appoint a Member to serve as a Director until the next ensuing Annual General Meeting, or until their successor is elected or appointed.

BOARD MEETINGS

5.10 Frequency and Calling of Meetings

The Board shall meet not less than four (4) times annually. Board Meetings shall be held at the call of the President, or at the written request of any two (2) other Officers, or of not less than one-third (1/3) of the Directors.

5.11 Notice

- (a) Notice of each such meeting shall be sent to the Directors by electronic mail not less than ten (10) days prior to the date of such meeting.
- (b) The accidental omission to give notice as required by this section shall not invalidate any business transacted at any Board Meetings, unless otherwise provided by the Directors in attendance at any such meeting.

5.12 Quorum

A Majority of Directors elected to office shall constitute a quorum at any such Board Meeting and all decisions at each Board Meeting shall be taken by the affirmative vote of a Majority of Directors present at such meeting.

5.13 Voting

All Directors shall be entitled to one (1) vote at Board Meetings and all decisions at each meeting shall be taken by the affirmative votes of the Directors present at such meetings.

- (a) Unless otherwise required by the Act or these By-laws, questions arising at any Board Meetings shall be decided by a Majority of votes.
- (b) At all Board Meetings, the President of the Board, in addition to being entitled to exercise one (1) vote on each motion or resolution, shall have an additional or casting vote in the event of an equal division of votes for and against a motion or resolution.

5.14 Participation by Telephone or Other Communications Facility

A Director may participate in a Board Meeting by telephonic, electronic or other communication facility that permits all participating Directors to communicate adequately with each other during the Board Meeting, and a Director participating by such means is deemed to be present at the Board Meeting, and is thus entitled to vote at that Board Meeting as if such Director was present in person.

5.15 **Proxy**

There shall be no proxy voting at Board Meetings.

ARTICLE VI – DUTIES OF THE OFFICERS AND EXECUTIVE DIRECTOR

6.1 **Duties of Officers & Executive Director**

The duties of Directors shall be outlined by the terms of reference of the position and/or Portfolio(s) they assume, and Directors shall perform such other duties and shall have such other responsibilities as may be determined from time to time by the President or Board. It is expected that each Director assume the Portfolio related to their role. In the case of Director positions with no related Portfolio, the Director shall choose at least one Portfolio to assume. Directors may assume more than one Portfolio.

(a) The President shall:

- (i) supervise the conduct of all of the Association's activities and affairs;
- (ii) chair all Board meetings, Annual General Meetings, and Special Meetings;
- (iii) have a casting or second vote at each such meeting in the event of a tie;
- (iv) be an ex officio member of each Committee;
- (v) perform such other duties and shall have such other responsibilities as may be prescribed by the Board; and
- (vi) assume the role of Past President at the end of the incumbent Past President's term.

(b) The Vice President shall:

- (i) perform the duties and have the responsibilities of the President, in the President's absence or inability to act;
- (ii) assume the Manitoba Music Educators' Association Portfolio;
- (iii) perform such other duties and shall have such other responsibilities as the President or the Board may prescribe; and
- (iv) assume the role of President at the end of the incumbent President's term.

(c) The Past President shall:

- (i) provide advice and guidance to the President and to the Officers, as they may require, in order to ensure an orderly transition of office to the President;
- (ii) be ex officio the chairperson of the Nominating Committee; and
- (iii) assume the Foundation for Choral Music in Manitoba Portfolio.

(d) The Treasurer shall:

- (i) supervise the financial affairs of the Association;
- (ii) receive or cause to be received all funds due to the Association;
- (iii) deposit or cause to be deposited all such funds in the name of the Association in such banking institutions as may, from time to time, be authorized by the Board;
- (iv) make or cause to be made all disbursements authorized by the Board;
- (v) keep or cause to be kept an accurate record of all funds and transactions;
- (vi) give a cumulative report of the finances of the Association at meetings of the Board and at Annual General or Special Meetings; and
- (vii) perform such other duties and shall have such other responsibilities as the Board may prescribe.

(e) The Executive Director shall:

- (i) conduct the daily administration and management of the operations and affairs of the Association under the supervision of the President, in accordance with policies as determined by the Board from time to time;
- (ii) from time to time, assume the role of chairperson of any Committees if deemed necessary by the President;
- (iii) not be eligible to vote at any meeting of any Committee, but be an ex officio non-voting member of each Committee;
- (iv) be evaluated annually based on job performance;
- (v) be appointed and remunerated as determined or confirmed annually by the Board;
- (vi) give notice of and shall attend and report on the administration and management of the operations and affairs of the Association at meetings of the Board, Membership Meetings, and meetings of all Committees, excepting any such meeting that the President or the Board shall determine from time to time and for any reason, in their sole discretion, that the Executive Director should not attend;
- (vii) keep a record or cause a record to be kept of the proceedings at all such meetings;
- (viii) maintain lists of Members, Directors, and Committee members;
- (ix) be responsible for the correspondence of the Association;
- (x) maintain or cause to be maintained the Association's records and documents; and

(xi) perform such other duties and shall have such other responsibilities as the terms of their employment by the Association may provide.

6.2 Delegation by Directors (Committees)

The Board may delegate to a Director, or to a Committee established by them, the authority to do any act or exercise any power or jurisdiction that the Board is authorized to do under these By-laws, except the power to make rules.

ARTICLE VII – PORTFOLIOS

7.1 Terms and Duties

Portfolios shall be assumed by either a Director (in the case of Directors whose role is directly related to the Portfolio) or a Member, or, when deemed appropriate by the President, by an Employee of the Association (“Employee”). The Board shall appoint Directors, Members, and/or Employees to Portfolio positions as required. The Representatives from these portfolio positions shall:

- (a) be strong advocates for the Association and for the choral arts;
- (b) attend Board meetings as requested;
- (c) submit reports of their Portfolio activities;
- (d) act as liaison between the Board and their Committee as appropriate; and
- (e) adhere to the terms of reference as outlined in the Association’s policy manual.

7.2 Portfolios

The following are regular Portfolios of the Association and shall be assumed by Directors and/or Officers as outlined in the Association’s terms of reference:

- (a) Programs
- (b) Outreach and Advocacy
- (c) Intra-Provincial Coordination
- (d) Nominations
- (e) Manitoba Music Educators’ Association
- (f) Foundation for Choral Music in Manitoba

Other Portfolios shall be established from time to time by the Board based on the needs of the Association, as determined by the Board from time to time.

ARTICLE VIII – COMMITTEES

8.1 Standing Committees

The following Standing Committees shall be constituted as standing committees of the Association (“**Standing Committees**”), shall meet regularly and exist from year to year, and shall, with the exception of the Executive Committee, be responsible for the Portfolios listed in Article 6.2:

- (a) Executive Committee
- (b) Nominating Committee
- (c) Program Committee
- (d) Outreach and Advocacy Committee

Other Standing Committees shall be constituted from time to time by the Board based the needs of the Association.

8.2 Special Interest Groups

Special Interest Groups of the Association (“**Special Interest Groups**”) are groups of individuals that shall meet regularly to explore a common interest, concern, or purpose. Special Interest Groups shall be constituted as from time to time by the Board in response to the needs and interests of the Membership. Group discussion from Special Interest Groups shall inform the Association’s policies and operations.

8.3 Ad Hoc Committees

Ad Hoc Committees (“**Ad Hoc Committees**”) shall be constituted from time to time by the Board for a particular purpose, and dissolved upon the conclusion of that purpose as determined from time to time by the Board.

8.4 Special Committees

The President or Board may constitute such special Committees (“**Special Committees**”) as deemed necessary or desirable and shall appoint the chairpersons and the members of each Special Committee, or shall appoint and authorize the chairpersons of any Special Committee to appoint the members of such Special Committee.

8.5 Executive Committee

The Officers shall constitute the Executive Committee. The Executive Committee may exercise any or all of the powers and authorities of the Board between meetings of the Board and shall report concerning its exercise of such powers and authorities to the next ensuing meeting of the Board. The Executive Committee shall meet at the call of the President or two (2) of any of the other Officers. Notice of each meeting of the Executive Committee shall be sent to the Officers by the Executive Director by electronic mail not less than ten (10) days prior to the date of such meeting. At each such meeting, three (3) Officers present shall constitute a quorum.

8.6 Committee Membership

Each Committee shall consist of not fewer than three (3) individuals, at least one (1) of whom shall be the Committee Chair and at least one (1) of whom shall be a Member. The chairperson of each Committee shall be appointed by the President or Board and shall be responsible for the Portfolio associated with the Committee, and for reporting to the Board concerning the activities of such Committee.

8.7 Frequency of Meetings and Quorum

Each Committee shall meet at the discretion of its chairperson. A Majority of members present at a meeting of each Committee shall constitute a quorum.

8.8 Decision-Making and Voting

Committees, wherever possible, will strive to reach decisions by consensus. However, at all Committee meetings, decisions of such Committee shall be taken by the affirmative vote of the members present at such meeting unless specifically provided by the Act or by this By-law.

- (a) All Committee Members shall be entitled to one (1) vote at Meetings of their respective Committees.
- (b) In case of an equality of votes, the chairperson, in addition to being entitled to exercise one (1) vote on each motion or resolution, shall have an additional or casting vote in the event of an equal division of votes for and against a motion or resolution.

ARTICLE IX – DISSOLUTION

9.1 Dissolution

Upon dissolution of the Association, after all debts and liabilities have been paid, any remaining property and assets of the Association shall be distributed, as provided in the Articles of Incorporation of the Association, to a charitable organization with purposes and objects similar to the purposes and objects of the Association, as determined at a final Special Meeting called for the purpose, of which notice shall have been given to Members by ordinary mail or by electronic mail at least twenty-one (21) days prior to the date of such Special Meeting.

ADOPTED, APPROVED, AND CONFIRMED by the Members of the Association on June 11, 2022.

President

Vice President

Manitoba Choral Association Annual General Meeting

Nominating Committee Report

We are pleased to announce the following people are allowing their names to stand today for ratification to the MCA 2022-23 Board:

President: **David Sawatzky**
Past President: **Stuart Sladden**
Vice President: **Naomi Russell**
Treasurer: **Adam Kilfoyle**
Outreach & Advocacy Director: **Katie Donnelly**
Intra-Provincial Coordinator: **Crystal Kolt**
Program Director: **Jorrel Camuyong**
Director: **Philip Lapatha**
Director: **Katy Harmer**
Director: **Nancy Gomes Fast**

Those to whom we bid farewell:

- Regional Representatives: **Carolyn Gwyer**, Westman, **Edward Cloud**, Interlake, and **Maureen Britton**, Central
- **Sharon Marshall**, Professional Development Chair
- **Sonya Williams**, ChoralFest Chair
- **Avonlea Armstrong-Green**, Membership Chair
- **Kelsey Shiaro** (continuing in Manitoba Sings Portfolio)

A heartfelt thank you to you all for your contributions to our organization. It has been a true pleasure to serve with you. Your dedication and selfless gift of so many volunteer hours is a testament to the choral spirit in Manitoba. You are leaders in our province.

Thank you to those who have served and continue to serve the Manitoba Choral Association on our board and many committees. We appreciate your ideas and input, all your time and hard work, and your commitment to our organization.

If you would like to serve on the MCA Board, in one of our many portfolio positions, or on committee, please do not hesitate to contact us. Even if you would like to serve in a few years' time, we can add you to our contact list.

Submitted by Catherine Robbins