



**Manitoba Choral Association
Annual General Meeting
October 17, 2020**

Virtual Meeting
On Zoom





Manitoba Choral Association Inc. Annual General Meeting

Saturday, October 17, 2020, 11:00 am
Virtual Meeting (Zoom)

Draft Agenda

1. Welcome
2. Adoption of Agenda
3. Minutes of 2019 Annual General Meeting
4. Auditors' Report and Financial Statements
5. Approval of Financial Statements
6. Board of Directors Reports
 - 6.1. Executive Committee Members: President, Past-President, Vice President, Treasurer, Secretary
 - 6.2. Board Committee Chairs: ChoralFest, Provincial Honour Choirs, Membership, Library, Communications, Professional Development, Fund Development
 - 6.3. Regional Board Members: Norman (no report), Westman, Central, Eastman, Parkland (vacant), Interlake (no report)
 - 6.4. Executive Director
7. Awards of Distinction
8. Revision of By-Laws
9. Appointment of Auditors for 2020/2021 Fiscal Year
10. Election of Directors
 - 10.1. Report of the Nominating Committee
 - 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
11. Other/New Business
12. Adjournment



Manitoba Choral Association Inc. Annual General Meeting

Saturday, October 26, 2019
Taché Arts Complex, Rm T166
136 Dafoe Rd. W., University of Manitoba
Winnipeg, Manitoba
12:15 pm

Draft Minutes

Present: Michelle Chzyk, Sonya Williams, Roberta Matheson, Adam Kilfoyle, Ron Krug, Maureen Britton, David Sawatzky, Monica Hultin, Jeff Green, Jason Emmers, Beth Emmers, Stuart Sladden, Rick McLeod, Xueyan (Laura) Liu, Marilyn Redekop, Angela Williams, Stephanie Wood, Marian Waller, Lynne Mitchell-Pedersen, Teresa Martin, Janice Yon, Alyssa Laing, Barbara Myers, Diane Prescott, Janna Banman, Edward Cloud, Marlon Goolcharan, John Long, Michael Dueck, Vic Hooper, Corinne Villebrun, Donna-Lee Platt, Melanie Friesen, Alfred Pritchard, John Tanner, Colleen Armstrong, Johanna Hildebrand, Zach Funk, Lorrie Pismiseny, Klaus Froese, Mary Jo Falleger, Stephanie Pinette, Millie Hildebrand, Naomi Russell (Recorder), Judy Pringle, Catherine Robbins (Chair), Jenny Steinke-Magnus

1. **Welcome and Song:** The meeting was called to order at 12:32 PM and "O Canada" was sung by the attendees.
2. **Adoption of Agenda:** MOTION #1 (Dueck/Banman) "To accept the agenda as circulated." CARRIED
3. **Minutes of 2018 Annual General Meeting:** MOTION #2: (Matheson/Hildebrand) "To accept the minutes as circulated." CARRIED
4. **Auditors' Report and Financial Statements:** Adam reviewed the financial statements that had been circulated.

5. **Approval of Financial Statements: MOTION #3:** (Chzyk/Russell) "To approve the audited financial statements for the year ending August 31, 2019 as presented."
CARRIED

6. **Board of Directors Reports**

- 6.1. **Executive Committee Members: President, Past-President, Vice President, Treasurer, Secretary:** As circulated. Catherine gave a verbal report as well. Jenny was introduced. Special appreciation to Robert Neufeld for his years of service as Executive Director. Our organization is still mourning the loss of board member Karen Giesbrecht. Many thanks to Vic Hooper for his many years of service as website manager. Thanks to Millie Hildebrand for stepping in as fund development coordinator and for also overseeing regional programs coordination. We have been asked to oversee a new scholarship which has been established by the Hymn Sing alumni. Many thanks to Michael Dueck, Mary Siemens and Roberta Matheson, who are leaving board.

- 6.2. **Board Committee Chairs: ChoralFest, Provincial Honour Choirs, Membership, Library, Marketing & Communications, Professional Development, Fund Development:** As circulated

- 6.3. **Regional Board Members: Norman, Westman, Central, Eastman, Parklands, Interlake:** As circulated

- 6.4. **Executive Director:** As circulated

MOTION #4 (Cloud/Russell) "To approve all reports as presented." CARRIED

7. **Appointment of Auditors for 2019/2020 Fiscal Year: MOTION #5**
(Kilfoyle/Banman) "To appoint The Exchange Group as our Auditors for the 2019/2020 fiscal year." CARRIED

8. **Election of Directors**

- 8.1. **Report of the Nominating Committee:** As circulated

- 8.2. **Nominations from the floor:** Catherine called for nominations from the floor three times as per protocol and there were none.

- 8.3. **Election of Directors and Officers from the Report of the Nominating Committee and (or) nominations from the floor: MOTION #6**
(Sladden/Pinette) "To accept the slate of officers as presented." CARRIED
9. **Other/New Business:** Special recognition was given to Michael Dueck and Roberta Matheson as they retire from the board of directors.
10. **Adjournment: MOTION #7: (Redekop) "To adjourn the meeting." CARRIED**
The meeting was adjourned at 1:11 PM.

MANITOBA CHORAL ASSOCIATION INC.
Financial Statements
Year Ended August 31, 2020

MANITOBA CHORAL ASSOCIATION INC.

Index to Financial Statements

Year Ended August 31, 2020

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INDEPENDENT AUDITORS' REPORT

To the Members of Manitoba Choral Association Inc.

Opinion

We have audited the financial statements of Manitoba Choral Association Inc. (the Association), which comprise the statement of financial position as at August 31, 2020, and the statements of revenues and expenses, changes in net assets and cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the Association as at August 31, 2020, and the results of its operations and its cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the *Auditors' Responsibilities for the Audit of the Financial Statements* section of our report. We are independent of the Association in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with those requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with Canadian accounting standards for not-for-profit organizations, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the Association's ability to continue as a going concern, disclosing, as applicable, matters relating to going concern and using the going concern basis of accounting unless management either intends to liquidate the Association or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Association's financial reporting process.

(continues)

Auditors' Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditors' report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements. As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Association's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Association's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditors' report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditors' report. However, future events or conditions may cause the Association to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Exchange

Chartered Professional Accountants LLP
Winnipeg, Manitoba
October 17, 2020

MANITOBA CHORAL ASSOCIATION INC.

Statement of Financial Position

August 31, 2020

	2020	2019
ASSETS		
CURRENT		
Cash	\$ 43,524	\$ 7,411
Term deposits (Note 4)	25,000	40,000
Accounts receivable	18	-
Goods and services tax recoverable	1,335	479
Prepaid expenses	1,455	3,954
	<u>71,332</u>	<u>51,844</u>
CAPITAL ASSETS (Notes 2, 5)	2,607	1,774
LONG TERM INVESTMENTS (Note 4)	45,000	-
	<u>\$ 118,939</u>	<u>\$ 53,618</u>
LIABILITIES		
CURRENT		
Accounts payable and accrued liabilities (Note 7)	\$ 6,469	\$ 4,102
Canadian Emergency Business Account loan (Note 13)	40,000	-
Employee deductions payable	1,537	985
Deferred revenue (Note 8)	58,431	41,006
	<u>106,437</u>	<u>46,093</u>
NET ASSETS	<u>12,502</u>	<u>7,525</u>
	<u>\$ 118,939</u>	<u>\$ 53,618</u>

ON BEHALF OF THE BOARD

_____ Director

_____ Director

MANITOBA CHORAL ASSOCIATION INC.

Statement of Revenues and Expenses

Year Ended August 31, 2020

	Budget 2019	Total 2020	Total 2019
REVENUES			
Provincial programs <i>(Note 9)</i>	\$ 97,622	\$ 68,643	\$ 59,158
Manitoba Culture, Heritage and Citizenship grant	50,000	50,000	50,000
Memberships	15,500	17,515	14,177
Contributions from the Manitoba Choral Association Fund <i>(Note 10)</i>	-	-	26,764
Donations - other	19,398	15,896	8,639
City of Winnipeg grant	15,000	15,000	15,000
Fundraising	-	2,052	-
Donations - regional designations	-	2,000	7,675
Rental revenue	-	1,700	400
Canadian Emergency Wage Subsidy <i>(Note 12)</i>	-	1,375	-
Interest income	-	1,013	921
FCMM grant	-	1,000	4,000
Miscellaneous	1,500	338	-
	199,020	176,532	186,734
EXPENSES			
Advertising and promotion	2,500	41	1,624
Amortization	-	588	552
Bank charges and miscellaneous	-	1,615	2,083
FCMM grant	-	1,000	4,000
Insurance	3,650	3,252	3,639
Meetings	2,570	314	552
Office	10,050	6,048	5,634
Professional development	-	10	557
Professional fees	4,300	4,254	4,363
Provincial programs <i>(Note 9)</i>	78,100	54,807	52,586
Regional distributions	1,650	2,000	7,675
Rent <i>(Note 11)</i>	30,000	33,827	28,341
Telephone and internet	-	1,605	2,099
Travel	-	284	3,391
Utilities	2,200	1,876	2,255
Wages and employee benefits	64,000	60,034	68,073
	199,020	171,555	187,424
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENSES	\$ -	\$ 4,977	\$ (690)

See notes to financial statements

MANITOBA CHORAL ASSOCIATION INC.

Statement of Changes in Net Assets

Year Ended August 31, 2020

	2020	2019
NET ASSETS - BEGINNING OF YEAR	\$ 7,525	\$ 8,215
EXCESS (DEFICIENCY) OF REVENUE OVER EXPENSES	4,977	(690)
NET ASSETS - END OF YEAR	\$ 12,502	\$ 7,525

MANITOBA CHORAL ASSOCIATION INC.

Statement of Cash Flows

Year Ended August 31, 2020

	2020	2019
OPERATING ACTIVITIES		
Excess (deficiency) of revenues over expenses	\$ 4,977	\$ (690)
Item not affecting cash:		
Amortization	<u>588</u>	<u>552</u>
	<u>5,565</u>	<u>(138)</u>
Changes in non-cash working capital:		
Accounts receivable	(18)	2,035
Accounts payable and accrued liabilities	2,367	(2,745)
Deferred revenue	17,425	36,765
Prepaid expenses	2,499	(470)
Goods and services tax payable	(856)	592
Employee deductions payable	<u>552</u>	<u>(1,216)</u>
	<u>21,969</u>	<u>34,961</u>
Cash flow from operating activities	<u>27,534</u>	<u>34,823</u>
INVESTING ACTIVITIES		
Purchase of capital assets	(1,421)	-
Purchase of term deposits	<u>(30,000)</u>	<u>-</u>
Cash flow from (used by) investing activities	<u>(31,421)</u>	<u>-</u>
FINANCING ACTIVITY		
Proceeds from long term financing	<u>40,000</u>	<u>-</u>
Cash flow from financing activity	<u>40,000</u>	<u>-</u>
INCREASE IN CASH	36,113	34,823
CASH (DEFICIENCY) - BEGINNING OF YEAR	<u>7,411</u>	<u>(27,412)</u>
CASH - END OF YEAR	<u>\$ 43,524</u>	<u>\$ 7,411</u>

MANITOBA CHORAL ASSOCIATION INC.

Notes to Financial Statements

Year Ended August 31, 2020

1. DESCRIPTION OF OPERATIONS

The Association is incorporated as a non-profit organization without share capital for the purpose of promoting, planning and executing choral festivals, programs and workshops and providing choral opportunities to young singers and composers throughout Manitoba.

The Association is a registered charity under the Income Tax Act, and is therefore exempt from paying income taxes under section 149(1).

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The financial statements have been prepared in accordance with Canadian accounting standards for not-for-profit organizations. Because a precise determination of many assets and liabilities is dependent upon future events, the preparation of financial statements for a period necessarily involves the use of estimates which have been made using careful judgement. The financial statements have, in management's opinion, been properly prepared within the reasonable limits of materiality and within the framework of the significant accounting policies summarized below:

Financial instruments policy

Financial instruments are recorded at fair value when acquired or issued. In subsequent periods, financial assets with actively traded markets are reported at fair value, with any unrealized gains and losses reported in income. All other financial instruments are reported at amortized cost, and tested for impairment at each reporting date. Transaction costs on the acquisition, sale, or issue of financial instruments are expensed when incurred.

Capital assets

Capital assets are stated at cost less accumulated amortization. Capital assets are amortized over their estimated useful lives at the following rates and methods:

Computer equipment	30%	declining balance method
Furniture and fixtures	20%	declining balance method

The Association regularly reviews its capital assets to eliminate obsolete items.

Capital assets acquired during the year but not placed into use are not amortized until they are placed into use.

Revenue Recognition

The Association follows the deferral method of accounting for contributions.

Revenue generated from grants and restricted donations are recognized as revenue in the year in which the related expenses are incurred.

Revenues generated from unrestricted provincial programs, donations, memberships and miscellaneous are recognized as revenue when received or receivable, if the amount to be received can be reasonably determined and collection is reasonably assured.

The organization receives substantial volunteer services to assist in operations. Due to difficulties in determining fair value for these services, it is impractical to record these services as revenue.

MANITOBA CHORAL ASSOCIATION INC.

Notes to Financial Statements

Year Ended August 31, 2020

3. FINANCIAL INSTRUMENTS

The Association is exposed to various risks through its financial instruments. The following analysis provides information about the Association's risk exposure and concentration as of August 31, 2020.

Credit risk

Credit risk arises from the potential that a counter party will fail to perform its obligations. The Association is exposed to credit risk from members and customers. An allowance for doubtful accounts is established based upon factors surrounding the credit risk of specific accounts, historical trends and other information. The Association has a significant number of customers which minimizes concentration of credit risk.

4. TERM DEPOSITS

	2020	2019
Assiniboine Credit Union term deposit bearing 1.95% interest, maturing June 24, 2022	\$ 30,000	\$ -
Assiniboine Credit Union term deposit bearing 1.90% interest, maturing May 31, 2021	25,000	-
Assiniboine Credit Union term deposit bearing 1.92% interest, maturing June 29, 2022	15,000	-
Assiniboine Credit Union term deposit bearing 2.50% interest, matured on May 31, 2020	-	25,000
Assiniboine Credit Union term deposit bearing 2.45% interest, matured on June 28, 2020	-	15,000
	<u>\$ 70,000</u>	<u>\$ 40,000</u>

5. CAPITAL ASSETS

	2020		2019	
	Cost	Accumulated amortization	Cost	Accumulated amortization
Computer equipment	\$ 3,705	\$ 2,359	\$ 2,284	\$ 2,086
Furniture and fixtures	14,791	13,530	14,791	13,215
	<u>\$ 18,496</u>	<u>\$ 15,889</u>	<u>\$ 17,075</u>	<u>\$ 15,301</u>
Net book value	<u>\$ 2,607</u>		<u>\$ 1,774</u>	

6. BANK INDEBTEDNESS

The Association has an operating line of credit of \$40,000 bearing interest at 2.45%, that is secured by term deposits in the amount of \$40,000. As of August 31, 2020, \$40,000 (2019 - \$13,474) was available for use.

MANITOBA CHORAL ASSOCIATION INC.

Notes to Financial Statements

Year Ended August 31, 2020

7. ACCOUNTS PAYABLE AND ACCRUED LIABILITIES

	<u>2020</u>	<u>2019</u>
Professional fees	\$ 4,000	\$ 4,000
Office	1,322	102
Vacation pay	1,147	-
	<u>\$ 6,469</u>	<u>\$ 4,102</u>

8. DEFERRED REVENUE

	<u>2020</u>	<u>2019</u>
Province of Manitoba	\$ 47,500	\$ 25,000
ChoralFest	-	7,350
National Youth Choir	4,224	4,224
Membership Fees	80	2,195
Provincial Honour Choir	1,408	2,037
Miscellaneous	5,219	200
	<u>\$ 58,431</u>	<u>\$ 41,006</u>

MANITOBA CHORAL ASSOCIATION INC.

Notes to Financial Statements

Year Ended August 31, 2020

9. PROVINCIAL PROGRAMS

<u>2020</u>	<u>Revenue</u>	<u>Expenses</u>	<u>Excess (deficiency) of revenue over expenses</u>
ChoralFest	\$ 32,720	\$ 28,142	\$ 4,578
Provincial Honor Choir	33,377	24,870	8,507
Professional development	1,309	795	514
Choral library	112	-	112
Frances Seaton Composition Competition	1,125	1,000	125
	<u>\$ 68,643</u>	<u>\$ 54,807</u>	<u>\$ 13,836</u>

<u>2019</u>	<u>Revenue</u>	<u>Expenses</u>	<u>Excess (deficiency) of revenue over expenses</u>
ChoralFest	\$ 25,026	\$ 28,475	\$ (3,449)
Provincial Honor Choir	28,968	20,039	8,929
Professional development	1,865	1,461	404
Frances Seaton Composition Competition	1,050	1,000	50
Regional grants	-	670	(670)
Choral Library	2,249	941	1,308
	<u>\$ 59,158</u>	<u>\$ 52,586</u>	<u>\$ 6,572</u>

MANITOBA CHORAL ASSOCIATION INC.

Notes to Financial Statements

Year Ended August 31, 2020

10. MANITOBA CHORAL ASSOCIATION ENDOWMENT FUND AND BERT KROEKER SCHOLARSHIP FUND

In 2006, the Association created the "Manitoba Choral Association Endowment Fund" and the "Bert Kroeker Scholarship Fund" (the "Funds"), which are managed under separate agreements with the Winnipeg Foundation.

As the Funds are managed under agreements by the Winnipeg Foundation, Canadian accounting standards for not-for-profit organizations stipulate the Funds do not meet the criteria of an asset and therefore are not recorded on the balance sheet.

Activities relating to each of the "Funds" for the current year were:

	Endowment Fund	Bert Kroeker Scholarship Fund
Opening balance, beginning of year	\$ 321,179	\$ 27,631
Contributions received	5,022	540
Investment income earned	25,782	2,162
Scholarships paid	-	(850)
Administration and investment fees	(2,481)	(205)
	<u>\$ 349,502</u>	<u>\$ 29,278</u>

11. COMMITMENTS

On March 28, 2019, the Association started leasing its printer for a period of five years and six months at \$497 per quarter plus GST and PST.

Subsequent to year end, the Association signed a premises lease agreement for a period of November 1, 2020 to October 31, 2020. The rent during the period will consist of monthly payments of \$1,423 with a 2% increase each year. The lease can be terminated with 90 days written notice.

During the year ended August 31, 2020, the Association signed an agreement for internet and phone services. The agreement calls for monthly payments of \$90 for a term of 36 months. The agreement can be cancelled at the discretion of the Association, provided a minimum of twelve payments have been made.

Total lease commitments under these arrangements are as follows:

2021	\$ 18,099
2022	20,342
2023	20,705
2024	5,276
2025	548
	<u>\$ 64,970</u>

MANITOBA CHORAL ASSOCIATION INC.

Notes to Financial Statements

Year Ended August 31, 2020

12. CONTINGENT LIABILITY

During the year, the Association received amounts relating to the Canadian Emergency Wage Subsidy (CEWS). This program of the Federal Government is intended to cover up to 75% of employee salaries for organizations who meet specific criteria related to decreased revenue due to the COVID-19 pandemic.

During the year ended August 31, 2020, the Association recognized \$1,375 in funding related to the CEWS program.

Given the changing program criteria, and the lack of clarity regarding other aspects of the CEWS program funding, there is a potential that the Association may be required to pay back some or all of the funding received with a further potential for interest and penalties on amounts owing. The Federal Government has announced their intention to perform a significant number of audits in relation to this funding. Management has made their best efforts to apply only for funding that they believe match the criteria of the program, and to only apply for amounts related to applicable salaries.

13. CANADA EMERGENCY BUSINESS ACCOUNT LOAN

The Canada Emergency Business Account (CEBA) provides interest-free loans of up to \$40,000 to small businesses to help cover their operating costs during a period where their revenues have been temporarily reduced. This program has been implemented by banks and credit unions in collaboration with Export Development Canada.

Repaying the balance of the loan on or before December 31, 2022 could result in loan forgiveness of 25 percent (up to \$10,000).

14. SUBSEQUENT EVENTS

Reactions and restrictions to Coronavirus (COVID-19) continue to evolve and change regularly. Management of the Association continues to maintain operations where possible, while looking out for the needs and safety of their members and employees.

Operations in the historical financial statements, as presented, do not give rise to potential going-concern issues. However, given the uncertainties on the economy, management cannot predict the effect that this will have on their future operations or cash flows.

15. COMPARATIVE FIGURES

Some of the comparative figures have been reclassified to conform to the current year's presentation.

MCA Strategic Plan Summary

Approved June 2020

MISSION STATEMENT

Manitoba Choral Association (MCA) is a non-profit organization dedicated to supporting, strengthening, and promoting the choral arts in Manitoba.

VISION

A voice for every choir, a choir for every voice

CALL TO ACTION

RAISE YOUR VOICE

GUIDING VALUES

Manitoba Choral Association's core values are:

- **Community:** We welcome and celebrate the contributions of individuals and groups from all corners of the province, including singers, choirs, conductors, and musicians, to choirs around Manitoba
- **Education:** We provide opportunities for lifelong learning experiences and professional development through programs, initiatives, and resources for singers and conductors
- **Diversity:** We commit to creating and maintaining an environment that respects and honours diverse identities, cultures, histories, and abilities
- **Health & Wellness:** We recognize the social, personal, and emotional benefits of participation in choir
- **Integrity:** We uphold principles of honesty and transparency, and commit to working with others in an ethical and respectful way
- **Sustainability:** We aim to strengthen the economic well being of our organization through effective fundraising and responsible spending

ORGANIZATIONAL GOALS

Strategic Goals:

1. Provide resources for choral singers, groups, and leaders of all ages, backgrounds, and abilities
 2. Support and celebrate choral musicians and contributors through awards and scholarships
 3. Advocate on behalf of the Manitoba choral community
 4. Foster provincial, national, and international connections and cooperation
 5. Present high-quality artistic, cultural, and educational programs and events
 6. Promote members’ concerts and events within the Manitoba choral community
 7. Provide opportunities for all Manitobans to experience and enjoy choral music
 8. Encourage the composition of choral music by Manitoba composers
-

OPERATIONAL GOALS

OPERATIONAL GOAL	TIMELINE FOR GOAL	VALUE(S) THIS RESPONDS TO	STRATEGIC GOAL(S) THIS RESPONDS TO
<p><u>Increase financial stability</u> Apply for appropriate grants Find reliable and regular donation sources Create fundraising plan (Endowment Fund targeting, other fund campaigns) Clarify role & duties of fundraising chair/committee</p>	Short & long-term	Sustainability, Integrity	All – strong finances enable us to carry out our work
<p><u>Complete the office move</u> Find new tenants for space; terminate lease</p>	1-2 years	Sustainability	Goals 1, 5, 6, 7
<p><u>Offer PD to members</u> Run meaningful and targeted PD events for singers, conductors, and choirs to provide opportunities for learning and growth</p>	Long-term	Community, Education, Health & Wellness	Goals 1, 4, 5, 7
<p><u>Enable individuals to find a choir</u> Create a “Join a Choir” button or similar function</p>	3 months (depends on website platform)	Community	Goals 1, 6

<p><u>Improve resource offerings</u></p> <p>Create a resource page to educate re: appropriate use of cultural music</p> <p>Explore other resource offering options (ex. survey membership, etc.)</p>	3-6 months	Diversity, Integrity	Goals 1, 7
<p><u>Improve library resource</u></p> <p>Finish inventory project</p> <p>Cull library (create committee and develop guidelines for culling)</p> <p>Continue to improve library lending process</p> <p>Upgrade library shelves</p> <p>Extend library network</p>	Short & long-term	No specific values	Goals 1, 4, 7
<p><u>Improve marketing & communications</u></p> <p>Create branding and marketing guidelines</p> <p>Revamp the website</p> <p>Increase social media presence</p>	3-6 months / ongoing	Community, Education (indirectly)	All – we promote all of these goals through communicating with stakeholders
<p><u>Streamline data collection</u></p> <p>Research user-friendly platforms to simplify and unify the data collection process (membership, registration forms for events, library, etc.)</p>	3-12 months (depending on website)	Sustainability	Goals 1, 2, 6, 7, 8
<p><u>Incorporate more French into programs/platforms</u></p> <p>Make ChoralFest bilingual (as often as possible)</p> <p>Increase engagement with the Francophone choir community</p> <p>Incorporate French into promotional materials</p> <p>Increase the amount of translated content on our website</p>	Short & long-term	Community, Education, Diversity	Goals 1, 4, 5, 7

<p><u>Increase member services</u></p> <p>Look for ways to give more value for membership cost (ex. research affinity program)</p> <p>Clarify parameters for membership categories</p>	3-12 months	Community, Education, Integrity, Sustainability (indirectly)	Goals 1, 6
<p><u>Increase cultural diversity & inclusion</u></p> <p>Look for ways to increase diverse representation on our board and when hiring adjudicators and conductors for our programs</p> <p>Create opportunities for cross-cultural sharing</p> <p>Increase outreach to culturally diverse choirs in Manitoba</p> <p>Build bridges with areas and people in MB where choral programs are lacking</p> <p>Provide resources for reducing barriers to participating in choirs/choral activities</p>	Short & long-term	Community, Diversity, Integrity	Goals 1, 4, 7
<p><u>Review board roles & duties</u></p> <p>Discuss each position & terms of reference</p> <p>Look at changing some positions to portfolio positions</p> <p>Look at regional positions</p>	3-6 months	Sustainability	All – either directly/indirectly
<p><u>Review staff roles & duties</u></p> <p>Look for grants or other funding opportunities to hire more staff</p> <p>Complete HR policies</p>	Short & long-term	Sustainability	All – either directly/indirectly
<p><u>Increase outreach activities</u></p> <p>Look for ways to grow and reach our membership</p> <p>Focus specifically on connecting with the regions outside of Winnipeg, particularly Northern Manitoba</p> <p>Facilitate outreach events (ex. Choir Swap)</p> <p>Increase outreach to early years choirs</p>	Short & long-term	Community, Education, Diversity	Goals 1, 4, 5, 6, 7

Develop an outreach plan (ex. survey members, consider scope)			
<p><u>Advocate for the choral arts</u></p> <p>Ensure continued support of choral music education and choral singing by all levels of government</p> <p>Connect with provincial & national partner organizations in advocacy work</p>	Short & long-term / ongoing	All – either directly/indirectly	Goals 3, 4

Manitoba Choral Association

President's Report

Annual General Meeting, October 17, 2020

Last year at this time, I commented on how busy a season it had been for the Manitoba Choral Association. This year, I am so proud of the number of initiatives our organization has undertaken and thrilled with the drive and dedication of our new Executive Director. I encourage you to peruse the board reports as they reveal the scope of activities at MCA in more detail.

Despite these incredibly challenging times, MCA is staying current, relevant, and forging ahead with a strong plan to support Manitoba choristers and conductors in the future. I reflect on last year's AGM, where we boasted a packed room and reveled in the energy created in part from our Fauré in-a-day event (that was at capacity) spilling into the meeting. It is a decidedly different vibe today online, but we remain ever hopeful that we will sing together again sooner rather than later, and that Manitoba's choral community will continue to thrive as we come to terms with a new normal. MCA is optimistic that we can continue to provide meaningful community and programming, and plan for a positive choral future.

MCA relies on the strength of its active board members and the volunteers who donate countless hours to organize and run our many events that reach church, school, and community musicians. We are fortunate in the connections we have with all regions of Manitoba and are so happy to celebrate accomplishments and activities occurring throughout our singing province. Thank you board members, committee members, and volunteers. Your contributions are most heartily appreciated. I cannot state this enough.

I do hope you will look at the virtual events being planned in all regions of the province to understand the scope of activities that have moved online or been scaled back dramatically. It is encouraging to read stories of small group rehearsals, Interlake's virtual workshop series, and CMYC's virtual choir. Equally important is a glance at the overview of the concerts and workshops successfully mounted prior to the COVID shutdown. Still, so many events and workshops have been shelved and the robust calendar of concerts, including the 40th Anniversary of WMYC and annual choral concerts that have been a tradition for years all over Manitoba, are on hold. German Requiem in Eastman was cancelled and we also received the news that Providence had closed its music program—a devastating blow to the Eastman region in particular. Thank you to the regional representatives on the board who keep us connected: David, Michelle, Maureen, Edward. Thank you also to those who are serving on committees in these regions and helping to create so many worthwhile activities and concerts throughout the choral season. Another thank you to Millie Hildebrand for all her work soliciting material for the regional pages on the website to both inform and celebrate the musical happenings in all areas of Manitoba.

HIGHLIGHTS FROM 2019-2020

Funding

MCA has had a strong year from a financial standpoint. After a number of years with deficits, MCA is looking strong and is poised to deal with the difficulties the pandemic poses. Millie Hildebrand, who stepped in as chair of Fund Development, has solicited significant gifts from numerous donors that have supported our programs. In fact, both flagship programs finished with a surplus this past season. We are incredibly blessed to have benefited from Millie's tenacity and spirit. Donations have been collated and are organized so that we may pursue future support. Thank you for this work, Millie.

Despite the pandemic, we were able to raise \$3,000 this summer by participating in the Canada Helps Challenge. We are grateful to have supporters who rise to the challenge of donating to MCA. We recognize that we still need to broaden our donor base and stay committed to achieving our fundraising goals each year. Two fundraising events were cancelled. MCA had hoped to put on a fall banquet, and our Run for Music that was scheduled for the spring did not take place. This event, meant to raise funds for both MCA and participating choirs, will hopefully take place next spring.

In May of 2019, MCA made a decision to sublet our rental space and search for new office space as a first step to a commitment to financial sustainability. After a year of ups and downs and close calls, we are absolutely thrilled to announce that we have a new tenant for our current space and are moving to Canadian Mennonite University in November. We are so happy to enter this partnership and so grateful to CMU for helping us to make this a reality. This will save our organization approximately \$13,000 this coming season.

I must acknowledge the diligence of our Executive Director, Jenny Steinke-Magnus in pursuing various grants to support our organization. We have had a great improvement in this area and have been able to secure funds for professional development, moving costs, ED professional development, marketing and communications upgrades, and National Youth Choir to mention a few things. Thank you for your continued perseverance in this area. Such success in grant writing and research will sustain our organization. Please see the ED report for a list of grant activity for the season.

While I am impressed with our initiatives in this area, I encourage the MCA Board to evaluate the position of Fund Development Chair and make decisions regarding the scope of this position. MCA must look for creative solutions to share the load or, perhaps, hire a part-time position, on a cost-save basis, to pursue funds. We must stay proactive in terms of fundraising, especially with the difficult year ahead.

Membership

MCA boasted a robust membership in June with 155 Individual Memberships, 186 Choir Memberships, and 4 Corporate Memberships. Currently, our membership stands at 52 Individuals and 50 Choir. Without our flagship programs running and the decision by MMEA to not require memberships to partner organizations for TEMPO, MCA is feeling the impact. Through developing a "Join a Choir" option on our website, updating our registration forms, and designing strong online programming options, we hope to turn this around. This should in no way diminish the incredible work and improvements Stephanie Pinette, our outgoing

Membership Chair, has contributed in her two terms with us. Stephanie, from coordinating with MMEA and getting our membership online, to evaluating our committee structure and working with Jenny to improve the registration process, thank you for all you have given us. We are poised to move into the future with a strong foundation in this essential area.

Library

We are getting ready to move our most significant member resource to a new location! Large donations—including the library of Pembina Trails Voices—will mean some updating of cabinets and even more exciting music for our membership. Culling, sorting, and entering data into our updated system has been ongoing during the last year and as the pandemic shut down choirs. Thank you to our chair, Janna, and to Jenny who have done much work on this, and the volunteers who have participated in this huge job.

Marketing and Communications

Thank you to our Marketing and Communications Chair, Leanne Cooper-Carrier who took over in February of 2020 after the sudden passing of Karen Giesbrecht. Leanne has taken the reins and carried on in developing a strong social media presence for our organization in cooperation with Jenny. I have received so many comments about our media presence and am happy that we are communicating with our membership and the wider community on such a regular basis. MCA is moving ahead with a new logo and graphic design update after receiving grant money for brand development. Our newsletter, *Noteworthy*, has been suspended and we have decided to focus on our regular eNotes communications and updating of the website as a strong way to communicate more regularly with our membership.

The coronavirus pandemic has presented a challenge to our organization, to say the least. A positive online presence with resource listings and steady communication is our norm, and it is appreciated that MCA is keeping the community informed. Music Monday moved online and we had incredible participation from Manitoba choirs who shared videos with us. Our PD session of Tried and True also moved online and was a joint effort of the PD and communications committees. The hours it takes to load videos online and make these events happen in a virtual capacity is greatly appreciated.

Provincial Honour Choirs & ChoralFest

ChoralFest has been a meaningful event for choirs and conductors alike for over thirty years and this past season was no exception. Registration was once again strong for the November event, although we would like to engage more early years choirs in the future. MCA received many positive comments about our online presence during the event and it was wonderful for the wider community to be in touch with all that was happening within the walls of Prairie Spirit United. Things ran very smoothly thanks to co-chairs Sonya Williams and Brittany Mielnichuk!

This season's PHC was another extremely successful experience infused with fantastic music and an incredible sense of community. Westminster United was our new venue and the house was packed. Registration for the event reached capacity and beyond; there is an incredible buzz around participating in PHC! Marla Fontaine and Rick Heppner-Mueller shone as our Manitoba conductors, and Carrie Tennant inspired the senior choir to reach new musical heights. Konektis, under the direction of Michelle Chyzyk,

premiered the Frances Seaton winning composition by Larry Strachan and delivered an incredible set of pieces. Thank you Marilyn and the well-oiled machine that is the PHC Committee.

Both our flagship programs are cancelled for this season. We are working on virtual events that combine the exploration of relevant topics, professional development, and the celebration of community, and that keep the PHC and ChoralFest spirits alive as we navigate the pandemic.

Professional Development

In February, Carrie Tenant gave a great workshop to conductors and six choirs the day before Provincial Honour Choir Conference in February. Unfortunately, COVID-19 forced our next event, the *Tried and True* repertoire share, online. We had great participation in the video submissions for the event, however, and solid engagement online. We are looking forward to getting back to in-person PD events in the future. In the meantime, the committee, headed by Sharon Marshall, is planning virtual events for this year on various subjects. Thank you for this important work, Sharon and the PD Committee!

TEMPO 2019 highlighted Manitoba presenters and was extremely well received. TEMPO will look decidedly different this year. Confirmed presenters have been moved to the next year and the conference will be presented virtually.

Scholarships, Competitions & Awards

The Bert Kroeker Scholarship was awarded to John Eisma, and the inaugural David G. H. Waters Hymn Sing Memorial Award was given to Kathleen Murphy. This year's Frances Seaton Competition winner is Scott Reimer. We are working on a virtual premiere of his piece. Thank you to FCMM for the funding to make this competition possible.

After developing MCA Awards of Distinction, we are happy to announce that we have received nominations in all categories. We will be announcing the recipients in the following weeks as we are able to contact them and will celebrate them through *eNotes*, social media, and on our website. Please stay tuned!

COVID-19 Initiatives

I am inspired regarding how our organization has sprung into action as the pandemic began to close things down. Jenny was involved in discussions with Choral Canada regarding webinar planning and contributed to the Impact Survey for Choirs. MCA sent a letter to the Manitoba Government and were granted a meeting regarding the future of choral singing in our province. Our concern was echoed across the country; that up-to-date research be taken into consideration when making decisions in development of safe singing guidelines for community choirs and school programs. Stuart, Jenny and myself developed recommendations for the safe resumption of choral activities relying on singing-focused research and the Alberta COVID-19 Scientific Advisory Group Rapid Evidence Report. Further communication consisted of forwarding current research and requesting updates and clear guidelines for singing, especially after Alberta posted their excellent guidelines. Our communication has not been met with any responses. Thus, MCA began a petition requesting such guidelines be developed and posted online to clarify the province's position. We are at 2000 signatures at present and will forward the petition to the government at the onset

of November with the hope that safe-singing guidelines be formulated for January. Jenny has posted tools and resources on the website and has spoken to CTV News (a more lengthy conversation than was shown) and the Winnipeg Free Press. MCA continues to be a voice for choral singers and conductors during these times.

NEW INITIATIVES FOR 2019-2020

Manitoba Choral Association is hard at work planning many virtual events for this season after striking an ad hoc planning committee to formulate a new direction for the season. We saw the cancellation of numerous spring and summer events including Seniors Sing, Choir 101, National Youth Choir, and what was to be our first summer choral camp. MCA wants to continue to support the choral community and to provide spaces for singers of all ages and skill levels to engage with choral music and create community through participation in choral singing. We look, with hope, to the future when we may provide this in person. In the meantime, MCA will be moving into a new space, developing a new logo and updating the website, keeping you in touch with Choral Canada, providing virtual events, keeping you updated regarding the choral arts our province, and creating committees of action to realize our strategic plan, including the Inclusion, Diversity, Equity, and Accessibility (IDEA) Committee.

FINAL THOUGHTS

As I leave the post of president, I encourage the board along with the Executive Director to continue developing more organizational policies, to continue to review and update our by-laws and Terms of Reference, to realize our strategic plan, and to evaluate and plan for further fund development.

The MCA Board has had a season that saw great highs. Adversely, we have been greatly impacted by the shock of COVID-19 and have felt overwhelmed by its implications. One thing is certain, however; we will endure and will remain steadfast in our commitment to serving our membership. Thank you once more to our board members, committee members, and event volunteers. You make all that MCA does possible. In particular, I want to offer my appreciation to outgoing board members who have contributed so much to our organization: Kim Jones, the representative for Norman Region; Stephanie Pinette, who has organized our membership and helped us determine how to move forward in expanding and reaching the choral community; and finally, Millie Hildebrand who has stepped in and contributed to countless committees, dedicated so many hours to multiple areas of our organization, and has given me great support at every turn. Jenny, it has been an incredible first year of having you on board with MCA. We are thrilled with your initiative, organization, vivacity, and passion in moving our organization forward.

Thank you everyone for attending our AGM and for your continued support. Together, we are the Manitoba Choral Association.

*Submitted by Catherine Robbins, President
October 17, 2020*

Manitoba Choral Association
Vice-President & MMEA Report
Annual General Meeting, October 17, 2020

HIGHLIGHTS FROM 2019-2020

This last year began like any normal year in the history of MCA.

I had a great time with our AGM/Fundraiser event, "Faure-in-a-Day" we ended up with many more singers/musicians than we were expecting. Even though it was an incredibly long day, by all accounts, people really enjoyed themselves. I do hope that MCA will consider doing an event like this in the future.

I was honoured to participate as both an adjudicator and sound engineer for ChoralFest 2019. I appreciated working with and getting to know Jamie Hillman, and enjoyed working with and reconnecting with one of my mentors, Stephanie Martin. A special thrill for me was to help out the vocal jazz side as their sound engineer, something I have not done in many years. It is always a pleasure for me to hear the wonderful choral singing, both traditional and jazz, being produced in this province.

The Christmas season was filled with the sounds of the season, and many concerts.

Moving into 2020 was also normal enough. I enjoyed the MCA visioning session held in February and my takeaway from this event was just how exciting MCA is to be involved with right now. I also had the pleasure of participating in the sub-committee that worked on synthesizing the results of the February visioning day.

Then we get to March, and to our shock and surprise, the COVID-19 pandemic took over and the choral arts, like many other group artistic pursuits, was vilified and labelled as unsafe. From this point forward the trajectory of the year changed; much of our overall focus and energy shifted to reacting to the ever-changing waters of the pandemic.

It became evident over the months following the shutdown that MCA could not continue as usual, and made the sad decision to either cancel or alter our typical spring programming.

Much of my summer was spent advocating in some way for the choral arts in Manitoba, either as part of my role on MMEA or with MCA directly. We had a face-to-face meeting with government officials in June, and worked to draft a set of protocols for resumption of activities based on the most current scientific understanding of the virus and best practices from other jurisdictions that have already begun singing together again. We sent these and a number of other letters to the government encouraging them to work with us on this matter, and I am saddened that we have had no response to date from our efforts.

In the middle of August, I participated in a meeting with the ChoralFest chairs and Jenny, where the decision was made to cancel ChoralFest as we know it this year. We had a good and frank discussion of the pandemic and its impact on our activities and it was suggested that MCA needed a special committee to look at proactive, instead of reactive, ways to move ahead with programming in a pandemic world. Much happened very quickly, but I was honoured to chair that special COVID response programming committee.

The mandate of this group was to look at our current slate of programs for what is still possible and to develop other programs to offer through the year in place of normal programs we could not offer. The discussion was exhilarating and fruitful and at the September meeting of the MCA Board, we put forth a full slate of exciting and innovative programs for this year.

I would like to thank all the members of this committee for their ideas, creativity, commitment to MCA, and dedication to finding viable solutions to help us through this very strange year. It is my hope that some of these programs might continue to be offered once we return to whatever normal will look like post pandemic.

Manitoba Music Educators' Association

MMEA has had a similar year to MCA. It all started normal enough, TEMPO was regarded as successful in 2019 and there were exciting plans for 2020.

Once COVID hit, like MCA, much of the discussion turned to advocating for music in schools.

At the end of May they requested a meeting with partner organizations and AMAM. The result of this meeting was a request that each partner group develop a set of guidelines for safe resumption of activities specific to their discipline. We had about four days to develop MCA's suggestions and I sincerely thank the small committee who helped me put our guidelines together.

Unfortunately, due to the government's position on singing, the committee tasked with putting this document together felt they could not include the choral arts and so we were virtually left out of the final document.

I participated in a Canada-wide meeting of music educators where this document was featured, along with the OMEA document, and I was able to speak a little more to choral specific concerns.

Mid-summer, they requested more classroom specific guidance from partner organizations, but due to the timing I was unable to get a group together to put forth an MCA offering. MMEA did include a few choral resources though. It is my understanding that at some point in the coming months this document will be updated.

The last hit to MMEA this year was during our September meeting the final decision was made to postpone TEMPO 2020 until 2021, and offer a different kind of program, completely virtual, this year.

FINAL THOUGHTS

This has been a very strange year. In the twenty-five years I have been working as a choral musician and conductor, I would have never guessed that choir would be deemed an unsafe activity. The COVID pandemic has fundamentally changed the way we are now engaging with our choirs, if we are lucky to engage with them at all. It has caused us to think of choir differently, to think of community differently, and to think of performance differently.

While it has been a difficult time, I am encouraged by the willingness of my own choral communities to continue on. To find new ways to engage with each other and to make music. These sentiments are echoed throughout MCA as well, as evidenced in the discussions of the Strategic Pandemic Response Programming Committee.

I have been honoured to work with Catherine, Jenny, the Executive Committee, and the Board over the last few years in my role as VP. We have seen a lot of positive change with MCA over the last two years, and there are more changes coming. I also learned a lot about how Manitoba students engage with music through participating on the MMEA Board over the last two years.

I am humbled to be part of such a thriving and vibrant organization, and I am looking forward to the challenges and excitement my new role on the Board brings over the coming years.

*Submitted by Stuart Sladden
October 17, 2020*

Manitoba Choral Association

Past President Report

Annual General Meeting, October 17, 2020

HIGHLIGHTS FROM 2019-2020

Where to begin?! We went from singing side-by-side, cheering our hearts out for each other at our regional choral events, at ChoralFest, through the holiday season and Provincial Honour Choir weekend ... to silence. We went from round-table meetings with food and festivities to Zoom meetings in nice tops above our pajama bottoms. We all became students again, madly gathering the skills to run meetings online, to teach online, to perform online and the list goes on. Our highlights and activities read very differently this time.

- October to February: Attended numerous live concerts (ChoralFest, the Interlake Youth Choir Concert, Canzona, Horizon, Prairie Voices, UM Singers, Polycoro, the Steinbach Arts Council 40th Anniversary Gala of Eastman Choirs and more) as well as the Carrie Tennant Workshop.
- Oct 4: Visited the pending new office space at CMU with Jenny and Catherine, and again on January 6 with other members of the board.
- Jan 21: Visited Portage Ave Church together with board members, as a possible ChoralFest venue.
- Jan 23: Attended a Webinar conference: Online Tools and Tactics to master.
- June 18: Met with Marilyn Redekop and David Sawatzky to determine recipients of the Bert Kroeker Scholarship and the David Waters Hymn Sing Memorial Award.
- Continued to work with Jenny and the exec in formulating letters and communications going out to individuals and organizations in regard to a number of matters as they arose. (e.g. *eNotes*, letters to donors, to landlords, to MB gov't, etc.)
- Thoroughly enjoyed the virtual concerts that emerged online as individuals and choirs everywhere created community and singing experiences through the pandemic.

Nominations Committee: Please see separate report.

Marketing and Communications:

- November: Met with Catherine and Jenny to discuss how to proceed with M/C following the untimely passing of former chair, Karen Giesbrecht. It was decided that I would assume the position until such time as another chairperson is named.
- Together with Jenny, collected/edited material for two *Noteworthy* editions sent to the membership in November 2019 and February 2020.

- It was resolved that further editions of Noteworthy would no longer be produced, as the publication has been redundant for some time, the content already covered on our website and in *eNotes*.
- Feb. 26: We welcomed Leanne Cooper-Carrier to the chair position of this committee. Leanne was ratified as a board member via email.
- March 6: Met with Jenny and Leanne to discuss how to proceed with M/C and to brainstorm next steps, in particular the overhauling of MCA's website/branding/logo. This was followed by a Zoom meeting with Jenny, Leanne and digital marketing consultant, Buffy Davey.
- Regional pages on the website were continually updated.
- Facebook and Instagram posts are now handled by Jenny and Leanne.
- In April, Leanne took over the Marketing/Communications reporting. Thank you, Leanne, you are a huge boon to MCA!

Website

- Regional pages on the website were updated through the year as reports came in.
- Donor page was updated regularly to reflect new donations.

MCA liaison group - Foundation for Choral Music in Manitoba:

- Attended meetings in January and June.
- Among the grant applications was MCA's application, approved for \$5,000 toward moving expenses.
- Other disbursements can be found at <https://www.fcmm.ca/recipients>
- It has been moved, discussed, and carried that FCMM grant applicants must be members of MCA. This criterion has been added to the requirements of the grant application.
- Oct 7: Met with Derek Morphy (President of FCMM) and Stuart Sladden to discuss/revise by-laws of FCMM, to be approved by their Board.

ACTIVITIES GOING FORWARD

To be planned by the incoming Past-President, Catherine Robbins

FINAL THOUGHTS

I have lost count of the number of years I've been connected to MCA in some way, but I will say that these past three years will go down as the most memorable for reasons too many to list in a paragraph. It's been so very great to work with this Board. I have loved how you dream big and how you forge ahead to see those dreams and ideas through. Your combined leadership, enthusiasm, mettle and dedication has left me inspired and optimistic for the future of our singing

province, even though the singing has been flung into a new format for the time being. Imagine the party when we can all sing side-by-side again! I'll be there.

Much love and best wishes to you all.

Submitted by Millie Hildebrand

October 17, 2020

Manitoba Choral Association

ChoralFest Report

Annual General Meeting, October 17, 2020

HIGHLIGHTS FROM 2019-2020

- **ChoralFest November 18-28, 2019** - proud to report that ChoralFest came in under budget!
- A huge thanks to all of the 2019 adjudicators and clinicians
- Millie Hildebrand, Carolyn Boyes, Liz Kristjanson, Vic Pankratz, Dr. Jamie Hillman, Stephanie Martin, Dr. Stuart Sladden, Dorothy Dyck, Dr. Jeremy Fox & Alex Samaras
- Special thanks to Prairie Spirit United Church and Tec Voc High School for the use of their facilities for ChoralFest 2019
- We received helpful responses from directors from the ChoralFest survey that will be used in future plans for the festival
- Many exciting plans were underway for ChoralFest 2020 but were halted due to COVID-19
- As a result of the special committee's decisions to restructure the MCA programming, in person ChoralFest was officially cancelled in August

ACTIVITIES GOING FORWARD

- The ChoralFest committee has been working to design a virtual edition of ChoralFest for 2020 that offers videos, adjudications, panel discussions and a live virtual workshop during the previously set ChoralFest dates in November
- We are currently in communication with adjudicators and clinicians to discuss their contribution to our virtual edition this year:
 - o Early/Middle Years: Zimfira Poloz, Catherine Robbins & Sara Clefstad
 - o Senior Years/Community: Carrie Tennant, Elroy Friesen, Charlene Pauls
 - o Vocal Jazz: Cadence
- ChoralFest 2021 dates are Nov 15-21 (these dates were chosen prior to the pandemic and will need to be changed)

FINAL THOUGHTS

- Huge thanks to our faithful donors, funders and sponsors for their financial support, in particular the Foundation for Choral Music in Manitoba, The Winnipeg Foundation, Philipp R. & Ilse Ens and Triple E RV
- ChoralFest would not be such a huge success if not for the CHOIRS that participate –
THANK YOU!

- Many thanks to Jenny for her insight, assistance, planning, and overall ability to make things happen
- Thanks to all of the volunteers and committee members for all of their dedication to the festival
- A special thanks to our committee members who have stepped down after many years of extraordinary service – Alice Russell, Judy McKelvey, and Carol Nowell

*Submitted by Brittany Mielnichuk & Sonya Williams
ChoralFest Co-Chairs
October 17, 2020*

Manitoba Choral Association
Fund Development Report
Annual General Meeting, October 17, 2020

The Fund Development director position has been vacant since last October 2018 when MCA bid farewell to outgoing director, Henry Engbrecht. Since then numerous efforts have been made to find the person who would be able/willing to take the helm on this committee, all of which can be read in the report given at the AGM 2019.

HIGHLIGHTS FROM 2019-2020

MCA received significant gifts from major sponsors that were designated to our flagship programs. These donors were recognized in our program booklets, on our website, and in person at the ChoralFest Gala and Provincial Honour Choirs concert.

The patrons list on the website has been updated to reflect donations that have been gifted between Sept 2019 and the present.

All donor info is added to a spreadsheet as contributions arrive, including contact information and date of donation. Jenny responds to all donors with receipts and thank-you letters.

The Canada Helps Challenge raised close to \$3,000. Prior to this, Jenny and I attended an online Canada Helps webinar.

Other fundraising initiatives included:

- Toss-a-Toonie (Singers Helping Singers) throughout October 2019
- Fauré in-a-Day on October 26, 2019

Former donors who have not renewed donations prior to Sept. 2019 are being contacted and invited to keep their names on the Patrons List.

ACTIVITIES GOING FORWARD

On October 4, Jenny and I met to go over the spreadsheets that have been collated over the past two years, including:

- donations itemized according to names, amounts, dates, receipts
- donor list as it appears on the website
- reaching out to former donors

Jenny will be assuming the upkeep of donor information.

It remains to be seen whether the position of Fund Development director will continue and if so, what its stages and phases will look like.

FINAL THOUGHTS

A shout-out to everyone who shouldered the hard work of tackling our deficit more than a year ago. Your countless hours and meetings devoted to the cause paid off and we are subsequently in a better place financially. I stand in admiration of the tour de force that Jenny and Catherine have been and thank them for their time poured into grant applications and funding initiatives. To all our volunteers in the fundraising arena, thank you and bless you!

*Submitted by Millie Hildebrand
October 17, 2020*

Manitoba Choral Association

Library Report

Annual General Meeting, October 17, 2020

HIGHLIGHTS FROM 2019-2020

The MCA Library has been very busy since last summer. Some of our highlights include updating the inventory in our library, accepting a generous donation of music from Pembina Trails Voices, and culling titles to make room for the new music. We have had more volunteer activity helping with these projects, which is always such a great thing to see.

We happily supported the Winnipeg Beer Choir at their *Messiah* Sing Along event on November 15 16, 2019 with the provision of music. The fundraising event raised over \$300 for MCA!

Due to Covid-19, we extended the deadlines for returning music to allow for choirs to determine their future plans for their programs.

ACTIVITIES GOING FORWARD

In addition to finishing our inventory project and updating our online listings, we are moving the library along with our office to a new location in November 2020. The library committee and volunteers plan to be in the office to sort and work on the inventory project on the first and third Saturday of each month starting in November, until the inventory project is completed.

To house our new music and to replace some old shelving, we will be purchasing new shelves in addition to receiving six Wenger cabinets from Pembina Trails Voices.

When our culling and sorting is completed, we will be planning a fundraising event to help fund the purchase of our new shelving, where we will accept donations in exchange for copies of music we were unable to keep in our library.

FINAL THOUGHTS

This is my final year in my third term as MCA Librarian, and although I will not be returning to the position next year, I have so much love for this organization and the people in it. I have learned so much through being on the MCA board. I have had the pleasure to have sat on the Marketing and Communications committee with the late Karen Giesbrecht, who I admired and remember with fondness; I have been inspired by Millie Hildebrand's endless enthusiasm and tireless commitment to each of MCA's projects; I have been mentored and supported by Catherine Robbins while I was still learning my role as Library Chairperson; and I have been so in awe of all of the talent and

inspired ideas of the rest of the professionals and board members who I have shared time with during my six years on the MCA board.

The MCA Library is a rich resource for our members. MCA is a core organization that makes sure Manitobans can keep raising their voice – a message which has become even more poignant in these unprecedented times. I look forward to seeing MCA and our library continue to offer strong music choices to Manitoban choirs as the years go on.

*Submitted by Janna Banman
October 17, 2020*

Manitoba Choral Association
Marketing & Communications Report
Annual General Meeting, October 17, 2020

HIGHLIGHTS FROM 2019-2020

I was honoured to be asked by Millie to join the Marketing and Communications Committee and the MCA board in February of 2019. I believe so strongly in the importance of choral singing in our communities here in Manitoba and am delighted to be a part of the team!

Since that time, the Marketing and Communications committee has been working on the following:

- March: a meeting with Jenny and Millie to discuss next steps, particularly with respect to our Noteworthy publication, website and branding.
- April: Jenny, Millie and I met with digital marketing consultant Buffy Davey via Zoom to discuss options for MCA in terms of brand development, website design and graphic design updating. Quotes were acquired and Jenny submitted grant applications for getting the project off the ground.
- By May the full implications of the Covid-19 shut down were really beginning to sink in and the choir community was struggling with how to proceed in a Zoom rehearsal era. Our social media approach at the time was to keep a positive tone, be a place of reassurance, and provide timely updates on singing whenever possible. With this in mind we ran a social media initiative for Music Monday, asking Manitoba choirs to send us a recording so that we could flood our feed with beautiful, home-grown choral singing. We had excellent participation and engagement with this initiative.
- June: this was a busy month as we launched both the Tried & True 2.0 (online edition) and the CanadaHelps Great Canadian Giving Challenge.
- July/Aug: we intentionally slowed down our social media output for July and August, not wanting to overwhelm our likely burnt out audience. During these months we heard about research updates in regards to aerosols and singing and made sure to share these updates on social media, as well as with the provincial government. We were grateful to receive some grant funding for planning the implementation of a new website design but opted to put the project on hold until after our new 2020/2021 board would be well in place.

ACTIVITIES GOING FORWARD

Times continue to be unique, but we will move our way through it all together. On our radar moving forward is:

- Working on gently but proactively rebranding choir in Manitoba by sharing images of choirs rehearsing in safe ways or by sharing research quotes or tidbits.
- Collaborating with other committees and with ED to advertise new programs being implemented.
- Creating a list of social media influencers to help increase our exposure online.
- Creating a bank of vivid images that can be used in future communications.
- Beginning work on our website plan.

FINAL THOUGHTS

Being on the Communications committee during a global pandemic has been baptism by fire, but I am proud of the work we have done and the efforts we have made for our community during these challenging times. Many thanks to Jenny for your patience and guidance – you are such a pleasure to work with! A heartfelt thank you to Millie for bringing me into the fold (yes, even during these unprecedented times!) and for all of the work you have done, tirelessly, for this committee and for MCA.

*Submitted by Leanne Cooper-Carrier
October 17, 2020*

Manitoba Choral Association

Membership Report

Annual General Meeting, October 17, 2020

HIGHLIGHTS FROM 2019-2020

In October, Jenny and I dealt with cross-referencing and combining ChoralFest registrations with our website's Membership renewals/registrations. I volunteered at the ChoralFest Gala in November, and loved to see the singers perform! Great job to everyone involved.

In December, Jenny and I coordinated with Danessa from MMEA to complete our exchanges from TEMPO registrations/MCA registrations. Thank you to Jenny for her detailed work in this area.

In January, 2020, Membership totals were as follows: 148 Individual Memberships, 183 Choir Memberships and 4 Corporate Memberships.

In February I took part in MCA's Strategic Planning Session. This meeting was helpful to come together and really take a look at where MCA is heading for the future.

The Membership Committee Terms of Reference were updated in May. The most major change was no longer seeing the need for a committee for the Membership Chair.

Updated Membership numbers in June were: 155 Individual Memberships, 186 Choir Memberships and 4 Corporate Memberships.

Nearing renewal time in August, Stuart, Jenny and I met to discuss new pricing for Membership registrations. A motion was put forward to the board to remove the charge for Additional Choirs for the 2020/2021 year. It was accepted.

Membership Renewals began in late August. Jenny updated our online registration forms to fit our needs. A section was added for choirs to give additional information about their groups so that we can develop our "Join a Choir" section on the website. We have received information from many choirs so far!

Registration numbers as of October 6 are: 42 Individual Memberships, 49 Choir Memberships. We anticipate that Membership this year may fluctuate below regular numbers as we deal with the impacts of Covid-19. Regardless of the virus, MCA will provide great programs that are worth registering for!

ACTIVITIES GOING FORWARD

I leave the Membership Chair position in the very capable hands of Avonlea Armstrong-Green!
Welcome Avonlea!

An initiative that we would like to see through for the future will be the development of the “Join a Choir” section on MCA’s website. We are well on our way to getting detailed information about various choirs through the registration process this year.

FINAL THOUGHTS

I wanted to take a moment to say how I have been so fortunate to be a part of MCA when, in my opinion, it has gone through the most significant updates and changes. Over the past two years, the board has worked tirelessly through new challenges to stay relevant, provide strong programs and advocate for singers all across the province. I believe now, more than ever, MCA is a strong voice that works hard to represent the directors, educators, choristers and choral advocates of Manitoba. Thank you to everyone that made my time as Membership Chair a very valuable and enriching experience! A big thank you also goes to Jenny, our fearless Executive Director, who keeps everyone in the loop, energized and positive throughout these tough times. All the best to everyone!

*Submitted by Stephanie Pinette
October 17, 2020*

Manitoba Choral Association
Provincial Honour Choirs Report
Annual General Meeting, October 17, 2020

HIGHLIGHTS FROM 2019-2020

The 38th annual Provincial Honour Choirs program was a HUGE success! It took place the weekend of January 31 – February 2, 2020, attracting nearly 300 singers from all areas of Manitoba and culminating in an extraordinary concert on Sunday afternoon at Westminster United Church.

- Junior Choir was led by Marla Fontaine of Brandon, MB.
- Senior High Choir was led by Carrie Tennant of BC.
- Adult Choir was conducted by Rick Heppner-Mueller from Altona.

The Singers performed to a sold-out audience – nearly 500 family and friends. Konektis, a choir directed by Michelle Chyzyk from Virden, was the guest choir that performed and showcased the Frances Seaton winning composition composed by Larry Strachen – St. Cecelia Anthem. The MC was Spencer Duncanson. PHC was honoured to have Jordan Bighorn open the concert with The Lakota Flag Song. The committee was very pleased that the weekend happened before Covid-19 hit.

At this time, PHC 2021 will not be held. The conductors that had been selected were Charlene Pauls, Alisa Wiebe, and Janet Brenneman. MCA is exploring options for their virtual involvement this year.

ACTIVITIES GOING FORWARD

Some activities are tentatively planned for 2021:

- A small ensemble is planning to rehearse and perform the winning Frances Seaton composition sometime in February
- PHC committee has asked Jonathan Alexiuk to arrange a medley of songs that can feature all levels of choirs that could be learned online and then perhaps performed virtually. This will hopefully be released on Music Monday (May 3, 2021).

FINAL THOUGHTS

- Thank you to a most wonderful committee: Ron Krug, Janet Isaac-Martens, Ben Campbell, Jorrel Camuyong, Corinne Villebrun, Spencer Duncanson, Brittany Mielnichuk, Vic Hooper, Nancy Gomes, Kelsey Shiaro and Sonya Williams.
- Thanks to Jenny for her part in the organization of PHC. She is an inspiration!!

*Submitted by Marilyn Redekop
October 17, 2020*

Manitoba Choral Association
Professional Development Report
Annual General Meeting, October 17, 2020

HIGHLIGHTS FROM 2019-2020

Tried & True

In May, 2020, the Professional Development Committee, consisting of Patti-Lynne Pauls, Janine Bremault Bamford and myself, and Catherine Robbins, Leanne Cooper-Carrier and Jenny Steinke-Magnus, held Zoom meetings to develop an online platform whereby choral conductors could take the opportunity to video tape, post and share their "tried and true" choral selections. This was successfully implemented in June, 2020 on the MCA Website, Facebook and Instagram. In total, 16 local Manitoba conductors posted their favourite choral selections, thereby adding new titles to early, middle and senior years all-important repertoire lists.

TEMPO 2020

This year, MMEA's annual conference TEMPO will be presented virtually on Friday, October 23. The following three clinicians will present 2 - 50 minutes sessions each for a total of 6 sessions under the MCA banner:

- Andy Beck for early and middle years choral (Andy was last at TEMPO in 2016)
- Christine C. Bass for secondary choral
- Dr. Kat Reinhert for vocal jazz.

Elisa Jansen Jones will facilitate TEMPO Online this year. As well, MMEA has stated that for the low registration cost of \$25, participants will be able to access all 25 sessions for one full month after Oct. 23.

The original plans and arrangements for TEMPO 2020 have been moved in their entirety to 2021. The presenters for the MCA presence at TEMPO 2021 include Dinah Helgason (4 sessions on classical choral), Kerry Marsh (4 sessions on vocal jazz), Avonlea Armstrong-Green (one session on programming Multicultural Music) and Melissa Spraggs (one session on the changing voice).

ACTIVITIES GOING FORWARD

The Strategic Response Programming Committee has met during this past August and September to set up virtual workshops for January-April 2021. I am in the process of setting up presenters for the following topics: Kodaly music education, vocal techniques, Conducting 101, and adjudicating tips.

FINAL THOUGHTS

I would like to thank the PD Committee, Leanne Cooper-Carrier and Jenny Steinke-Magnus for their invaluable assistance in setting up and maintaining this year's Tried and True online platform. It was, and continues to be, an ideal forum for sharing our choral favourites.

*Submitted by Sharon Marshall
October 17, 2020*

Manitoba Choral Association
Central Manitoba Regional Report
Annual General Meeting, October 17, 2020

HIGHLIGHTS FROM 2019-2020

CMCA's 2020 Vocal Jazz Workshop was held on February 11, 2019 at the Manitou Opera House with guest clinicians Heather Klassen and Carrie Schellenberg-Wilson. The event was well attended with nine groups participating this year from schools across our region participating, including Altona, Manitou, Morden, Winkler and MCI, Gretna. The students performed for each other, received adjudication and attended breakout workshops throughout the day. It was a great day of learning, connecting, and building community for the Junior and Senior High singers.

Central Manitoba Youth Choir has come together as a Virtual Choir this Fall, with the possibility of having a one day gathering in Spring 2021 if possible. Marla Fontaine is directing, with Loren Hiebert as accompanist. Approximately 45 singers from all across the Central region participated in the choir this year, recording a single song selection. Sheet music was sent via PDF to all singers, as well as rehearsal tracks to use for practicing ahead of the rehearsal date. Rehearsals were held via Zoom on Saturday, October 3 throughout the day and choristers submitted their individual recordings on the day following. Editing of the virtual choir will be done by Brandon Mock of Virtual Music Productions. We look forward to hearing the finished work and the voices of our choristers again!

The CMCA board continues to be active during this difficult time for choristers and music lovers. We have met several times over the past few months, via Zoom, and have had a busy summer of planning a Covid-friendly alternative to the usual form that CMYC takes. Although some of the flagship events that we normally plan for throughout the year have had to look different this year and some even cancelled, the board continues to look for ways to support the choral community in our region now and into the future. Information about upcoming information and events can be found on our website, www.Centralmca.weebly.com and our Instagram account, @centralmbchoralassociation, as well as on the MCA website under regional pages.

I have had the privilege of participating on the boards of FCCM and MCA this past year as a representative of the Central Manitoba Choral Association and have attended meetings throughout the year. I am appreciative of all the dedicated work and conscientious leadership that I have observed in the members of these boards as well as those that I serve alongside of within the CMCA. I am encouraged and thankful for the work, dedication and positive leadership that I have observed within these organizations and enjoy learning and working together with all of you to continue serving the choral communities in our province.

ACTIVITIES GOING FORWARD

Most choral events in the Central region have been put on hold for now, similar to the rest of our province. Several school and community choirs and musical groups are continuing their practices online in hopes of performing at a later date or performing through means of virtual media.

Junior and Senior Choral Workshop days have been cancelled for 2020. The CMCA is hoping to resume choral workshops in October of 2021.

Vocal Jazz Workshop 2021 is being tentatively planned for Friday, February 12, 2021 in Winkler, MB. If we aren't able to have an in-person workshop, then we will be looking into other possibilities. CMCA will discuss the workshop's viability further at our next meeting later in October.

The next board meeting for CMCA will be held on Monday, October 19, 2020.

FINAL THOUGHTS

While this has been, and continues to be, a challenging season for the choral community, as well as other musicians and music lovers throughout our province, I am encouraged by the positive outlook, within the leadership of the MCA, not to give up, but to participate in music where we can and to plan and look forward to brighter days when we can meet again in person and sing together!

*Submitted by Maureen Britton
Central Manitoba Choral Association Representative
October 17, 2020*

Manitoba Choral Association
Eastman Regional Report
Annual General Meeting, October 17, 2020

HIGHLIGHTS FROM 2019-2020

The Eastman Choral Association began the year with ambitious plans for the continued growth of choral music in southeast Manitoba. It must be said that the committee is made up of a phenomenal group of people who are wonderful to work with and are passionate about choral music. EMCA has been thriving under the leadership of the entire executive board, and in particular our presidents Meredith Hutchinson and Shannon Sawatzky.

Last year saw the continued success of long-standing programs within EMCA. It began with the preparations for the Eastman Youth Choir with guest conductor Brittany Mielnichuk. They had a successful tour through southern Manitoba, culminating with a final concert on October 20. This concert was part of a 40th anniversary celebration concert for the Steinbach Arts Council titled "Voices United" and involved several area choirs such as *Eastman Youth Choir*, the *Steinbach Youth Chorus*, *Exaudi*, *Accent*, and the *Eastman Male Choir*. This was followed shortly after with our annual Peace Concert on November 11 with guest conductor Stuart Sladden.

EMCA has also gained an online presence with a new website at www.eastmansings.ca. It has been very helpful in keeping in contact with the wider community. This, combined with EMCA's new status as a charitable organization, has increased EMCA's visibility within the region.

Preparations were being made for a performance of Brahms's *German Requiem* for the Spring as well as the annual Easter Sunrise Service with the Eastman Community Choir. Plans ultimately changed with the onset of the Covid-19 pandemic. Both Accent and Exaudi had their final concerts in January and February. By mid-March, all future choral concerts within the region were officially cancelled. Adding to this was Providence University's detrimental decision to shut down its music program, removing an influential music program and resource from the Eastman region. All of this made for an unfortunate and discouraging end to the season.

ACTIVITIES GOING FORWARD

With the Covid situation still a large concern, decisions on how to proceed with the new season have been complicated. The Eastman Youth Choir, while still holding online auditions in June, had ultimately decided to cancel its fall activities. However, there was some great online collaboration between EMYC and the Interlake Youth Choir.

Sadly, the annual choral workshops and November's Peace Concert have both been cancelled. The Steinbach Youth Choir has still managed to have rehearsals this September with small groups and appropriate social distancing. EMCA is not aware of any other choral rehearsals or performances scheduled this fall.

It is difficult to plan for future events in this current environment. However, EMCA remains ever hopeful and optimistic that things will turn around in the new year and that choral music will again return to the region sooner rather than later.

FINAL THOUGHTS

The end of the 2019-2020 season has made us all aware of the importance of music in our communities. People are finding inventive ways of keeping the music going, despite the difficulties the pandemic has brought to everyone. We are convinced that once people are allowed to gather in larger groups and sing together again, choral music will return bigger than ever.

It's been an absolute pleasure to work with such a great committee. EMCA is in very good hands and I look forward to a bright future of choral music within the Eastman region.

*Submitted by David Sawatzky, DMA
Vice President, Eastman Choral Association
October 17, 2020*

Manitoba Choral Association
Westman Regional Report
Annual General Meeting, October 17, 2020

HIGHLIGHTS FROM 2019-2020

These are some known highlights; the list is by no means complete:

WMYC 2019 October Tour and Final Concert – conducted by Marla Fontaine of Brandon and John Wiens of Winnipeg

Fall Tour for the Strathclair Theatre Chorus performed in 6 different communities

November 1 – BU Chorale and Brandon Chamber Players – Provincial Exhibition Dome, Brandon

November 2 – Oak Lake Community Choirs perform at nursing homes in Brandon and Virden

November 7 – Choral Konektions Concert – Konektis with special guest choirs from Neelin, Vincent Massey, and Virden Collegiate Central United Church – Brandon

November 24 – BU Chorale End of term Concert – “Pairin”, St. Matthew’s Cathedral, Brandon

November 30 – Brandon University Concert Choir End of Term Concert at St. Mathew’s Cathedral, Brandon at 3:00 pm

December 14 – BCC Christmas Concert, First Presbyterian Church, Brandon

December 15 – Christmas at the AUD – Virden AUD Theatre

March 5 – Konektis in Concert – Souris Avalon Theatre

March 8 – Konektis in Deloraine – Deloraine Concert Series, Deloraine Theatre

And then, just like that, our performance seasons came to a crashing halt.

ACTIVITIES GOING FORWARD

Fall usually brings the start of school choral and community choral programs and the **Western Manitoba Youth Choir**, the highlight of the year for our singing teenagers. WMYC 2020 under the direction of Elroy Friesen of Winnipeg and Michelle Chzyk of Virden has been cancelled this year, as well as the highly anticipated **40th Anniversary** of the WMYC organization. The committee would still love to create a video project with submissions by the many alumni who work in the musical field within Manitoba, Canada, and Internationally – there is much to be proud of!

This fall start has the **Strathclair Theatre Chorus** (Elizabeth Gebauer), the **Choirs of Oak Lake** (Karyn Morrow Penner), **Women in Harmony** (Naomi Russell), and the **Brandon Conservatory Chorale** (Marla Fontaine) all suspending their fall seasons and waiting to see what 2021 will hold. **Prairie Blend** (Deanna Ginn) is hoping to start rehearsals soon, beginning with sectionals.

In schools, many school divisions have forbidden singing, scared of the some of the requirements and info laid out by the provincial government. The Brandon School Division has even gone so far as to cancel high school music programs and reassign these teachers – both Choral and Band. We are hoping that this decision will be short-lived. **Vincent Massey** (Laura Lamb), **Crocus** (Clint McLachlan) and **Neelin** (Carolyn Gwyer) are certainly eager to get their programs back on track, while worrying about recruiting and maintaining singers.

At **Virden Collegiate** (Michelle Chzyk), Fort la Bosse School Division, singers are participating in music-making with our strong administrative support, taking precautions such as smaller groups, distancing, sanitization, and masked singing, both indoor and outdoor, for limited periods of time. Some of our current repertoire explores issues relevant to our time and the focus is certainly on the mental health of students and ourselves as we look to our music and artistic expression to “be well”.

VCI’s **Sound Investment** (Michelle Chzyk) had the opportunity to do a fantastic online workshop with the University of Praetoria Choir of South Africa, learning a song that was a tribute to Nelson Mandela with instruction on the historical background, language and movement. They are also looking forward to upcoming online workshops where they will learn indigenous repertoire from Sherryl Sewepagaham and a body percussion piece from Moira Smiley.

Konektis adult choir from Brandon (Michelle Chzyk) has held two outdoor masked rehearsals – the first was mandated in groups smaller than ten, due to strict Prairie Mountain Health restrictions. Konektis is looking to quickly record a few selections (short time slot) masked, one with BU cello professor Leanne Zacharias, and then they will have some fun making some outdoor music videos (praying for lovely fall weather). Winter will hold some virtual choir pieces and then we’re hoping to do a large spring concert in a glamorous outdoor venue. Choir goals are to connect in a small way, looking to add joy and not stress to our existence!

The **Brandon University Choral Program** (Andree Dagenais) is beginning their year used masked singing within small groups of assigned singers, socially distanced. Professor Dagenais has done a fabulous job of organizing musical activities as best as she can for her students. She has students taking choir in person in groups of 8 and also some students taking the class online. She is using online breakout rooms for sectionals, body mapping, IPA, listening, recording, peer evaluation, and personal work. Bravo Andree!

FINAL THOUGHTS

My final thoughts are ...

Grateful...

Grateful to be Canadian

Grateful to work in a career that uplifts people

Grateful for so many tremendously inspiring colleagues in my town, province, and beyond and the time we've been granted to learn from each other.

We'll get through this, friends and have renewed appreciation for the ability to make music together.

*Submitted by Michelle Chzyk
October 17, 2020*

Manitoba Choral Association

Executive Director Report

Annual General Meeting, October 17, 2020

I am pleased to have served as MCA's Executive Director for one year now, and what a year it has been! 2019-20 has been a season like no other for MCA and for choirs everywhere. Thankfully, MCA was able to complete our flagship programs before the pandemic hit, and although we had to cancel several smaller in-person events, we have worked hard to remain relevant and supportive to our members and stakeholders during these challenging times. Thank you to our dedicated board members, committee members, and volunteers who work so hard to make everything we do such a success!

HIGHLIGHTS FROM 2019-2020

EVENTS & INITIATIVES

TEMPO (October 25, 2019)

MCA's table at TEMPO had many visitors and it was the first event where I was able to put faces to names. Unfortunately, Andre Heywood wasn't able to attend, but Roberta and the PD committee found several local presenters to step in at the last minute. I presided over the session with Scott Leithead, and was welcomed warmly by everyone in attendance.

Fauré in-a-Day (October 26, 2019)

This fundraising event was a great success, raising \$1,200. It was held at the Taché Arts Complex, University of Manitoba, and 65 choristers learned Fauré's *Requiem* in one day under the direction of Stuart Sladden. The full work was presented that same evening to over 30 friends, family and community members. MCA's AGM was also held over the lunch hour. Thanks to everyone who volunteered to make the day a success.

ChoralFest (November 18-28, 2019)

Our 39th annual ChoralFest has a huge success! Thank you to Brittany and Sonya for all their hard work as co-chairs. We are grateful to all the volunteers, members, adjudicators, conductors, and singers who were involved as well. I was present at the venues for much of the festival, which gave me a good idea how everything ran. I also tried to post as much to our social media as possible during the festival. We finished with a small surplus.

Carrie Tennant Workshop (January 31, 2020)

A big thanks to Roberta Matheson for helping plan this workshop at the Maples Common! Six performing choirs, 1 auditing choir, and 11 individual conductors signed up. The choirs performed

for each other and then Carrie taught "Secret for the Mad". We received very good feedback about the workshop as well.

Provincial Honour Choirs (January 31 – February 2, 2020)

It was very exciting to be part of my first PHC weekend, and what a weekend it was! The event ran very smoothly and that was all thanks to our dedicated PHC committee who worked diligently to ensure all the details were taken care of. Thanks especially to Ron and Marilyn, who worked so hard behind the scenes. We ended the event with a net surplus of \$7,500, thanks to some unanticipated donations and an extra 40 people registering for the weekend. We gathered feedback from the choristers, and this will help us plan for future PHCs when we are able to gather in person again.

Music Monday (May 4, 2020)

Music Monday went virtual for 2020. We received 31 video submissions from 23 different choirs (plus teachers from 2 school divisions), ranging from schools to divisional choirs to community choirs and across 5 regions: Westman, Central, Winnipeg, Interlake and Eastman. MCA experienced unprecedented engagement on Facebook and Instagram platforms, reaching and or engaging 5,370+ people that week. A huge thanks to Leanne for jumping right in to help coordinate this initiative!

Awards & Competitions (due May 31, 2020)

We received 7 applications for the Bert Kroeker Scholarship and 10 applications for the new David G.H. Waters Hymn Sing Memorial Award. Our Awards Committee chose John Eisma and Kathleen Murphy for the awards respectively. The Frances Seaton Choral Composition Competition received five strong submissions this year and Scott Reimer's *Be Love* was chosen as the winner. The plan is to find singers to perform it virtually and release it on what would have been PHC weekend.

Tried & True 3.0 (June 1-30, 2020)

Thanks to Sharon and the PD committee for coming up with a virtual edition of Tried & True this year! We encouraged conductors to submit short videos of themselves talking about their favourite pieces for choirs. The event lasted all month long and we received 16 videos from members of the choral community to share on social media and the website. In total the videos have garnered 5,816 engagements (watches, comments, "likes") and have reached 6,821 people to date through our and other people's sharing. At the end of the month, we released a list of all the repertoire.

COMMITTEE WORK

Library

I have worked closely with Janna and the committee on the library inventory project over the past year. We have given much thought to ways to promote and streamline the borrowing of music. In the summer, We were notified of a major donation from Pembina Trails Voices, so we started working at culling some of our library over the summer to make room for new music. Once the library is inventoried and expanded, it will be a very important resource for our members.

Membership

I worked with Stephanie to make sure our member records were up-to-date and all payments were completed. The membership listing was posted online in the members portal. Over the summer, I met with Stuart and Stephanie to discuss what membership would look like for 2020-21. Stephanie and I worked to expand the registration form to request data to be used in our Join a Choir functionality on the website. Thank you to Stephanie for all her work in the membership role—we will miss her and we wish her well up north!

Communications

I have worked closely with Leanne, Millie, and Catherine to send out biweekly issues of *eNotes*. Over the year, we have added more content and more sections that would be of interest to members of the choral community. We published two online issues of *Noteworthy* last year, but ultimately decided that we would retire the newsletter and focus our attention on reporting on MCA programs and resources in *eNotes*. Leanne came on board partway through the year, and we have collaborated to think critically about MCA's public image, to improve website content and to increase our presence on social media. The committee applied for three grants this summer, of which we received two. This funding will enable us to hold branding workshops in 2021, redesign MCA's logo, create branding guidelines, and update our website. I would like to say a huge thank-you to Vic Hooper, who has been integral over the years to MCA's communications activities, including much of the design and back-end work on the website.

Fundraising

Millie did a wonderful job filling this role over the past year. She worked hard contacting donors for large donations, and we coordinated donor receipts/thank-yous. We held our spring fundraising appeal in June, inviting our membership and past donors to participate in the [CanadaHelps Great Canadian Giving Challenge](#). The campaign was a great success: we raised **nearly \$3,000!** When redoing the 2020-21 membership registration form, we designed the form to ensure that it was easy to donate in addition to paying for one's membership. As a result, we have received **nearly \$1,000** in donations so far.

OTHER ACTIVITIES

National Youth Choir of Canada

Four singers from Manitoba were originally chosen to participate in NYCC 2020. Afterwards we learned that an alto alternate was also chosen to take the place of a singer from New Brunswick. We received a grant to cover the cost of one singer, and we were prepared to cover the rest of the cost for three other singers from our Singers Helping Singers account. After Podium was cancelled, we had to return the grant, but we will apply again to cover one or more singers for Podium 2022.

Policy Manual

One of the conditions of my employment with MCA was to develop a set of human resources

policies before my term would become permanent. The board approved the HR policies in April, and more organizational policies will be developed in the coming months to complete the manual.

Finances

I have worked closely with Adam to learn the ins and outs of Quickbooks, and have stayed on top of MCA's finances, including budgeting and reporting. We applied for and received \$40,000 for the Canada Emergency Business Account loan. The loan is interest-free until December 2022, after which we will have to pay back \$30,000 of it. The other \$10,000 is forgivable. We are therefore investing \$30,000 of it to accrue interest for us, and will use the rest as needed. I am also happy to report that we ended the 2019-20 this fiscal year with an \$8,000 surplus! This is after we deferred several donations and grants to be used this fiscal year instead, including donations for Seniors Sing, the library, and Choir 101, the office move grant, and the rebranding grants.

Office Move

We have spent a lot of time over the past year trying to downsize and move offices to save on costs. Last November we were fortunate to find a space at CMU, which has been held for us for several months until we found a tenant to take over our current lease at 276 Marion St. I am happy to report that just last week, we secured a tenant and will be moving to CMU South Campus by November 1, 2020! We received a moving grant from FCMM to support the move and the purchase of some new furniture.

ED Professional Development

I have committed to enhancing my knowledge and skills in the areas of fundraising, membership engagement, and the effects of the pandemic on the arts community over the past year. I had planned to attend Podium in May, and received two grants to do so, but with its cancellation, I will be applying the grant funds to courses in non-profit management in 2020-21.

Strategic Planning

In February, the board participated in a strategic planning workshop, after which the board struck an ad hoc committee to review feedback and discussion notes from the session in February. The committee created a comprehensive document outlining MCA's vision, mission, values and strategic and operational goals (attached).

COVID-19 Initiatives

I have thought strategically about MCA's role during the pandemic, and have heard from members about what they'd like to see MCA doing. Several initiatives have taken place and/or are in the works currently:

- We collected, analyzed and shared data with Choral Canada and the other provincial choral organizations for the COVID-19 Impact Survey for Choirs.
- MCA provided input for the National Webinar for Choirs co-hosted by Choral Canada and the PCOs.

- We helped plan the national round tables hosted by Choral Canada and the PCOs.
- In June, [MCA wrote a letter to the Government of Manitoba](#) outlining our concerns and urging them to work with the choral community to develop safe guidelines to resume choral activities. **On June 23, MCA, MBA and MMEA were granted a meeting with Cameron Friesen, Kelvin Goertzen, and Dr. Brent Roussin.** At the meeting, MCA pointed out that much of the current science driving the public’s perception has focused exclusively on speech; did not consider virus and aerosol transmission and dispersion; and misrepresented the basic physics and physiology of singing versus speech.
- Following the meeting, Catherine, Stuart and I developed **recommendations for the safe resumption of choral activities** based on the most recent singing-focused research available, and shared them with Cam and Dr. Roussin. Since then, we have written **four more times**, sharing results from the latest scientific studies. To date we still have not received responses to any of these communications, but we were just informed of a **town hall with Dr. Roussin** to take place on September 28.
- I have **connected with local media outlets** about the effects of the pandemic on MCA and our member choirs. On September 5, I appeared in [this Winnipeg Free Press article](#), and on September 21, I appeared on CTV News to talk about our petition.
- MCA started a [petition calling on the Manitoba Government to update choral singing guidelines](#). So far **we have over 1,500 signatures**, but more are needed to bring this to our elected officials.
- I continue to **meet regularly with the other provincial choral organizations** to keep current on what is happening across Canada during this time and to plan activities.
- I continue to update the **online resources and tools** for members on our website.

Grants

Below is a summary of total grant activity for 2019-2020 and for 2020-2021.

2019-2020				
Funding Organization	Grant Details	Amount Requested	Amount Received	Notes
Province of Manitoba	Operating Grant – 2 disbursements of \$25,000	\$50,000	\$50,000	<i>Paid in full</i>
Winnipeg Arts Council	Multi-year grant – 2019 & 2020	\$15,000/yr	\$15,000	<i>Paid in full</i>
The Winnipeg Foundation	Community Grant – ChoralFest Adjudicator Payments	\$3,000	\$3,000	<i>Paid in full</i>
FCMM	Grant – ChoralFest Adjudicator Payments	\$3,500	\$3,500	<i>Paid in full</i>
Manitoba Arts Council	Competitions Grant – National Youth Choir Expenses	\$1,500	\$1,500	<i>Funds returned</i>
Assiniboine Credit Union	ACU Community Grant - For website/rebranding project	\$5,000	\$0	<i>Application not approved</i>

2020-2021 to date				
Funding Organization	Grant Details	Amount Requested	Amount Received	Notes
The Winnipeg Foundation	Professional Development Grant – ED travel to PODIUM 2020	\$1,250	\$1,250	<i>Paid in full, will use toward other PD</i>
Manitoba Arts Council	Professional Development Grant – ED travel to PODIUM 2020	\$750	\$750	<i>Paid in full, will use toward other PD</i>
FCMM	Grant – Office Move Expenses	\$5,000	\$3,750	<i>75% disbursed (allowed to keep this until we move)</i>
The Winnipeg Foundation	Organizational Development Grant – For website/rebranding project (planning stages)	\$4,250	\$4,250	<i>Paid in full</i>
Manitoba Arts Council	Support: Strengthen Grant – For website/rebranding project	\$3,500	\$3,500	<i>Paid in full</i>

ACTIVITIES GOING FORWARD

This will be a busy year despite the fact that we won't be able to hold any in-person events. MCA is committed to offering accessible workshops, webinars, meet-ups, and choral resources to the choral community this year. I feel so privileged to be part of this important work! Specifically over the next few months, I'll be focusing on planning and promoting our 2020-21 programs & resources, including ChoralFest in November. I will work with our new membership chair to think of ways to increase membership registrations and engagement. I will work closely with the Communications Committee on the website and rebranding project in the New Year. Of course though, the first order of business will be the office move!

FINAL THOUGHTS

I would like to thank Stephanie, Kim, and Millie for all your work serving on the board. It's been a pleasure working with you all, and I wish you the best of luck in all you do. Please don't be strangers to MCA!

I look forward to what this year holds for MCA. Despite all the challenges, I'm optimistic that we will come out stronger on the other end of this pandemic!

*Submitted by Jenny Steinke-Magnus
October 17, 2020*

GENERAL BY-LAW
OF
MANITOBA CHORAL ASSOCIATION INC.

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MANITOBA CHORAL ASSOCIATION INC.,

BY-LAW NO. 1,

constituting the general by-law (this “**By-law**”) of

MANITOBA CHORAL ASSOCIATION INC.

(the “**Association**”).

ARTICLE I - NAME, PRINCIPAL OFFICE AND SEAL

1.1 Name

The name of the Association is **MANITOBA CHORAL ASSOCIATION INC.**

1.2 Principal Office

The principal office of the Association shall be at the City of Winnipeg (“**Winnipeg**”) or at such other location in the Province of Manitoba (“**Manitoba**”) as the board of directors of the Association (the “**Board of Directors**” or the “**Board**”) may from time to time determine.

1.3 Seal

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

ARTICLE II - PURPOSES AND OBJECTS

2.1 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~~
~~preparing and publishing a periodic newsletter;~~
- (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 III - MEMBERSHIP

3.1 Eligibility

Each individual, choral group, corporation, firm or other organization that supports the purposes and objects of the Association, as stated in Section 2.1 of Article II of this By-law, shall be eligible to be a member of the Association ("**Member**").

3.2 Classes of Members

Membership in the Association ("**Membership**") shall be available in the following categories upon application to the Executive Director and payment of the applicable Membership fee:

- (a) Individual Membership shall be open to individuals. An individual who is a Member shall be entitled to a single vote at each meeting of Members ("**Members' Meeting**"), including the annual meeting (an "**Annual Meeting**") and any special meeting (a "**Special Meeting**") of the Association, and shall be eligible to be elected as a member of the Board of Directors (a "**Director**").

- (b) Choral Membership shall be open to choirs and other choral groups. A choral Member shall have the right, if such Member wishes to be represented at a Members' Meeting, to designate in writing delivered to the executive director (the "**Executive Director**") or the secretary (the "**Secretary**") of the Association, not less than seven days prior to such Members' Meeting, a single delegate, who shall be entitled to one vote on behalf of the choral Member at such Members' meeting and at all succeeding Members' Meetings, unless the choral Member, not less than seven days prior to any succeeding Members' Meeting, shall designate in writing to the Executive Director or the Secretary any other delegate who shall be entitled to vote on behalf of the choral Member at such meeting and at all succeeding Members' Meetings, unless replaced in the same manner. A delegate of a choral Member shall be eligible to be elected to the Board of Directors ~~for so long as he (she)they~~ remains the delegate of the choral Member.
- (c) Corporate Membership shall be open to corporations, firms and other similar formally-constituted organizations. A corporate Member shall have the right (if the Member wishes to be represented at a Members' Meeting) to designate in writing delivered to the Executive Director or the Secretary, not less than seven days prior to— such Members' Meeting, a single delegate who shall be entitled to one vote on behalf of the— corporate Member at such meeting and at all succeeding Members' Meetings, unless the corporate Member, not less than seven days prior to any succeeding Members' Meeting, shall designate in writing to the Executive Director or the Secretary any other delegate who shall be entitled to vote on behalf of the —corporate Member at such Meeting and at all succeeding Members' Meetings, unless replaced in the same manner. A delegate of a corporate Member shall be eligible to be elected to the Board of Directors— for so long as ~~he (she)they~~ remains the delegate of the corporate Member.
- (d) Student Membership shall be open to students who are enrolled at and who regularly attend any schools, colleges or universities on a part- or full-time basis. A student Member shall have the same privileges as an individual Member, including being eligible to be elected as a Director.
- (e) ~~Retired Senior Membership~~ shall be open to individuals who are aged 60 or over. ~~have retired from their principal occupations.~~ A retired senior Member shall have the same privileges as an individual Member, including being eligible to be elected as a Director.

- (f) 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 (“**Honorary Life Members**”) shall not be obliged to pay Membership fees but shall be entitled to receive notice of, attend and vote at all Members’ Meetings. An Honorary Life Member shall be eligible to be elected as a Director. The choice and number of Honorary Life Members to be appointed in any year shall be in the sole discretion of the Board of Directors.

3.3 Membership Year

The membership year of the Association shall commence on September 1 and shall end on August 31 of each year.

3.4 Membership Fees

Membership fees and any other fees to be paid by Members shall be established from time to time by the Board of Directors, subject to confirmation by the Members at the next succeeding Annual Meeting or at a Special Meeting duly called and held for that purpose. Annual membership fees shall be payable within ninety days after the commencement of each membership year of the Association, and if paid on any later date during such year, shall not be prorated. The Board of Directors may, in exceptional circumstances and in its sole discretion, exempt a Member from payment of membership fees and any other fees to be paid by Members.

3.5 Resignation of Members

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

3.6 Expulsion of Members

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

ARTICLE IV - BOARD OF DIRECTORS

4.1 Composition

- (a) The Board of Directors shall consist of no less than twelve and no more than twenty Directors, each of whom shall be elected by the Members at Members' Meetings, except for an individual who:
- (i) is elected as an officer of the Association (an "**Officer**") pursuant to Section 5.2 of Article V of this By-law, and who, by reason of such election, is deemed to be a Director for so long as ~~he (she)~~they shall remain as such Officer;
 - (ii) is the immediate past president of the Association (a "**Past President**") and who, by virtue of such office, is deemed to be a Director and an Officer for so long as ~~he (she)~~they shall remain such Officer; or
 - (iii) is a representative of one of the regions into which Manitoba is from time to time divided by the Ministry of Culture, Heritage and Citizenship of Manitoba, (which as at the date of this By-law consist of the Central, Westman, Eastman, Parklands, Norman, and Interlake regions) (collectively, the "**Regions**") and such other regions of Manitoba, if any, as shall not be included in the above regions. for example, Winnipeg). The representative of each Region (a "**Regional Representative**") shall be elected by the members of the committee of the Board of Directors that has been established or confirmed by the Board for determining the choral needs of such Region and for developing policies and programs to meet such needs (a "**Regional Committee**"). The Regional Representative of a Region shall be deemed to be a Director for so long as ~~he (she)~~they shall continue to be elected as such by the Regional Committee of ~~his (her)~~their Region.
- (b) The Executive Director shall receive notice of and be entitled to attend all meetings of the Board of Directors and of all committees of the Board of Directors ("**Board Committees**") and of all committees of the Members ("**Members' Committees**"), except for any of such meetings that the President of the Association (the "**President**") in ~~his (her)~~their sole discretion, or the Board of Directors in its sole discretion, shall determine for any reason that the Executive Director should not attend. The Executive

Director shall not be a member of ~~any of~~ the Board, any Board Committees or any Members' Committees (collectively "**Committees**") and shall not be eligible to vote at the meetings of any Committees.

4.2 Eligibility

All Directors, including Regional Representatives, ~~but~~ excepting delegates of choral Members and delegates of corporate Members, must be Members prior to becoming Directors or shall become Members within ten days ~~after~~ becoming Directors. All Directors, other than those excepted as aforesaid, shall maintain their Memberships during their terms of office as Directors.

4.3 Election and Terms of Office

Directors, other than a Director who holds such office by reason of being an Officer elected pursuant to Section 5.2 of Article V of this By-Law, or by reason of being the Past President or being a Regional Representative, shall be elected at an Annual Meeting, or at a successive Special Meeting called for the purpose, amongst other things, of electing Directors, and shall hold office for terms of two years or until their successors are elected. ~~Directors shall be eligible for re-election for any number of successive additional terms after the expiration of their original two-~~year terms.

4.4 Vacancies

In the event of a vacancy on the Board of Directors by reason of a Director ceasing to hold office as such other than by reason of the expiration of ~~his (her)their~~ term of office as such, the remaining Directors may appoint a Member to serve as a Director until the next ensuing Annual Meeting or until ~~his (her)their~~ successor is elected or appointed.

4.5 Meetings

The Board of Directors shall meet immediately following the Annual Meeting and not less than three times annually.

Meetings of the Board of Directors shall be held at the call of the President, or at the written request of any two other Officers or of not less than one-third of the Directors. Notice of each such meeting shall be sent to the Directors by the Secretary not less than ten days prior to the date of such meeting. Notice of meetings of the Board of Directors shall be sufficiently given if sent by ordinary mail or by electronic mail.

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

4.6 Remuneration of Directors

The Directors shall receive no remuneration for acting as such, but may receive reimbursement for their reasonable travelling expenses in attending meetings of the Board of Directors and, in the sole discretion of the Board of Directors, for their reasonable expenses in attending other activities of the Association.

4.7 Removal of Directors

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

4.8 Authority of Board of Directors

The Board of Directors shall be authorized and empowered:

- (a) ~~generally~~ to generally administer the operations and the affairs of the Association in all things and to exercise all such powers, and to authorize to be done or performed all such acts and things as the Association, by its articles, ~~B~~y-laws or otherwise, is authorized to exercise, do or perform;
- (b) to enter into, or cause to be entered into on behalf of the Association in its name and/or on its behalf, and to administer, any kind of contract which the Association may lawfully enter into, and to purchase, sell, lease, exchange or otherwise dispose of lands, buildings and other real or personal property, and any right or interest therein, for such consideration and upon such terms and conditions as the Board of Directors shall determine to be advisable; and
- (c) from time to time, to authorize one or more Directors, together with the Executive Director, or in the absence of the Executive Director, any two Directors, one of whom shall be the President, or a vice president of the Association (a "**Vice President**"), or the Secretary or the treasurer of the Association (the "**Treasurer**"), to sign, execute and deliver on behalf of the Association all documents and agreements necessary or desirable for such

purposes and to draw, make, accept, endorse, execute and issue negotiable or transferable instruments and all such documents, agreements, and instruments (and all renewals thereof or substitutions therefor) so signed shall be binding upon the Association.

ARTICLE V- OFFICERS AND EXECUTIVE DIRECTOR

5.1 Officers

The Officers shall be the President, one or more Vice President(s), the Secretary, the Treasurer and the Past President.

5.2 Election and Terms of Office

Officers, other than the Past President, shall be elected at an Annual Meeting or at a Special Meeting called, amongst other things, for the purpose of electing Officers, and shall hold office for a term of two successive years or until their ~~his (her)~~ successors- are elected.

5.3 Eligibility

All Officers must be Members at the time of their elections or shall become Members within ten days thereafter, and shall maintain their Memberships during their terms as Officers.

5.4 Re-election of Officers

Officers shall be eligible for re-election for any number of successive additional terms after the expiration of -their original two-year terms.

5.5 Vacancies

In the event of a vacancy in any of the offices of President, Vice-President(s), Secretary or Treasurer, by reason of such Officer ceasing to be an Officer prior to the expiration of ~~his (her)~~their term by reason of resignation, death or otherwise, the remaining Directors may elect a replacement Officer at the next meeting of the Board of Directors and such replacement Officer shall hold office for the remainder of the

unexpired term of ~~his (her)~~their predecessor in office or, subject to Section 5.4 of this By-Law, until ~~his (her)~~their successor is elected.

5.6 Duties of the President

The President shall be the chief executive and the chief operating officer of the Association and shall supervise the conduct of all of its activities and affairs. The President shall preside as chairperson at all Members' Meetings and at all meetings of the Board of Directors, ~~shall~~ have a casting or second vote at each such meeting in the event of a tie and shall be an ex officio member of each Committee. The President shall also perform such other duties and shall have such other responsibilities as are usually incidental to the office of a chief executive and (or) a chief operating officer and as may be prescribed by the Board of Directors.

5.7 Duties of Vice President(s)

The Vice President, and if more than one, the Vice Presidents, in order of their seniority of appointment or designation (as in "First" or "Second" Vice President), and in the absence or the inability to act, of the President, shall perform the duties and shall have the responsibilities of the President and shall perform such other duties and shall have such other responsibilities as the President or the Board of Directors may prescribe.

5.8 Duties of the Secretary

The Secretary shall give notice of and shall attend all Annual Meetings, all Special Meetings and all meetings of the Board of Directors and shall keep a record of the proceedings at all such meetings; shall maintain lists of Members and the Directors; shall receive and record the names of voting delegates of Choral Members; and Corporate Members; and shall announce names of such delegates at each meeting of Members. The Secretary shall also be responsible for the correspondence of the Association, shall maintain or cause to be maintained its records and documents. ~~The~~ Secretary shall also perform such other duties and shall have such other responsibilities as the Board of Directors shall prescribe.

5.9 Duties of the Treasurer

The Treasurer shall supervise the financial affairs of the Association; shall be responsible for the safe custody of the funds of the Association; shall receive or cause to be received all funds due to the Association; and shall deposit or cause to be deposited all such funds in the name of the Association in such banking institutions

(which may be credit unions) as may, from time to time, be authorized by the Board of Directors. The Treasurer shall make or cause to be made all disbursements authorized by the Board of Directors; shall keep or cause to be kept an accurate record of all funds and transactions; shall report as to the same, when required, at meetings of the Board of Directors and at Members' Meetings; shall give a cumulative report of the finances of the Association at each Annual Meeting; and shall perform such other duties and shall have such other responsibilities as the Board of Directors shall prescribe.

5.10 Executive Director

The Executive Director shall 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 of Directors from time to time. The performance by the Executive Director of ~~his-(her)~~their duties shall be evaluated and reported to the Board annually by a Special Committee constituted for the purpose by the President pursuant to Section 6.2 of Article VI of this By-law. The appointment and remuneration of the Executive Director shall be determined or confirmed annually by the Board of Directors.

The Executive Director shall attend, and, when required, report on the administration and management of the operations and affairs of the Association at meetings of the Board of Directors and at Members' Meetings, and shall deliver a cumulative report of such administration and management at each Annual Meeting. The Executive Director shall also perform such other duties and shall have such other responsibilities as the terms of ~~his-(her)~~their employment by the Association shall provide.

5.11 Past President

The Past President shall provide advice and guidance to the President and to the Officers, as ~~he, she or~~ they may require, in order to ensure an orderly transition of office to the President. Except as provided in Section 6.5 of this By-Law, the Past President shall be ex officio the chairperson of the Nominating Committee.

ARTICLE VI - COMMITTEES

6.1 Standing Committees

The following Board Committees shall be constituted as standing committees of the Board (“**Standing Committees**”):

- (a) Executive Committee;
- (b) Nominating Committee;
- (c) Professional Development Committee;
- (d) ChoralFest Committee;
- (e) Provincial Honour Choirs Committee;
- (f) Membership Committee;
- (g) Communications Committee;
- (h) Library Committee;
- (i) Fund Development Committee;
- ~~(j) — Endowment Fund and Bert Kroeker Scholarship Committee; and~~

~~(k)~~(j) a Standing Committee for each of the following Regions, namely:

- (i) Central Region;
- (ii) Westman Region;
- (iii) Eastman Region;
- (iv) Parklands Region;
- (v) Norman Region, and
- (vi) Interlake Region.

~~A Fund Development Committee shall not be required to be appointed in respect of any year during which the Endowment Fund and Bert Kroeker Scholarship Committee is conducting an Endowment Fund campaign.~~

6.2 Special Committees

The President may constitute such special Board Committees (“**Special Committees**”) as ~~he (she)~~they may deem 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.

6.3 Board Committees

Each Board Committee shall consist of not fewer than three individuals, at least one of whom shall be a Director and at least one of whom shall be a Member. The chairperson of each Committee, other than a Regional Committee, shall be elected at an Annual Meeting or at a Special Meeting called for the purpose of electing Directors and Officers. The chairperson of ~~each~~ Regional Committee shall be elected by the members of such Regional Committee and shall not be required to (but may) be the Regional Representative of such Region~~.~~. The chairperson of each Board Committee and the Regional Representative, in the case of the Regions, shall be responsible for reporting to the Board of Directors concerning the activities of such Board Committee. Each Board Committee shall meet at the discretion of its chairperson. A simple majority of members present at a meeting of each Board Committee shall constitute a quorum and decisions of such Committee shall be taken by the affirmative vote of the members present at such meeting.

6.4 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 of Directors between meetings of the Board of Directors and shall report concerning its exercise of such powers and authorities to the next ensuing meeting of the Board of Directors. The Executive Committee shall meet at the call of the President or three of any of the other Officers. Reasonable notice of each meeting of the Executive Committee shall be sent to the Officers by the Secretary by ordinary mail or by electronic mail. At each such

meeting, three Officers present shall constitute a quorum. None of the Officers shall receive any remuneration for acting as such, but may receive reasonable expenses for attending meetings of the Executive Committee.

6.5 Nominating Committee

The Nominating Committee shall consist of the Past President, and two other members who shall be appointed annually by the President, at least one of whom, in addition to the Past President, shall be a Director. The Past President shall be the chairperson of the Nominating Committee, or, in the event of ~~his (her)~~ their absence or inability to act as such, any Member appointed by the President shall be the chairperson of the Nominating Committee. The Nominating Committee shall meet at the discretion of its chairperson and shall be responsible for the nomination of suitable persons to be elected as Directors, as chairpersons of the Standing Committees and as Officers (other than the Past President). The Nominating Committee shall provide the Secretary with a list of the names of the persons that it proposes as Directors, chairpersons of the Standing Committees and Officers, not less than thirty days prior to each Annual Meeting or a Special Meeting at which Directors or Officers are to be elected. The Secretary shall send a copy of such list to the Members no less than twenty-one days prior to such Annual Meeting or a Special Meeting at which Directors or Officers are to be elected.

6.6 Professional Development Committee

The Professional Development Committee shall develop and present professional development workshops and other professional development opportunities for Members, and, on such terms as the Board of Directors may determine, for non-members of the Association.

6.7 ChoralFfest Committee

The ChoralFfest Committee shall develop and present an annual non-competitive forum for the development of choirs and other choral groups.

6.8 Provincial Honour Choirs Committee

The Provincial Honour Choirs Committee shall develop and provide an annual workshop for selected choristers grouped by age and (or) school year.

6.9 Membership Committee

The Membership Committee shall develop and implement policies to maintain and develop membership in the Association.

6.10 ~~The Communications Committee~~

The Communications Committee shall direct the communications policy of the Association in order to reflect the Association's purposes and objectives through accessible media, publications, and promotional materials., ~~shall direct the publications and editorial policy of "Noteworthy", the Association's periodic newsletter and shall direct the operation and maintenance of the website of the Association.~~

6.11 Library Committee

The Library Committee shall direct the policies and operation of the Association's library and its library programs.

6.12 Fund Development Committee

The Fund Development Committee shall provide leadership to the Association in developing funds to enable the Association to meet its immediate and ongoing needs.

~~6.13 Endowment Fund and Bert Kroeker Scholarship Fund Committee~~

~~The Endowment Fund and Bert Kroeker Scholarship Fund Committee shall provide leadership to the Association:~~

- ~~(a) in developing the Endowment Fund to assist the Association to meet its immediate and ongoing needs; and~~
- (b)(a) ~~in developing the Bert Kroeker Scholarship Fund to enable the Association to grant an annual scholarship to a deserving musician who is currently studying at a recognized post-secondary institution and is intending to pursue a career in choral education.~~

6.146.13 Regional Committees

The Regional Committees shall determine the choral needs of their respective Regions and shall develop policies and programs within the purposes and objects of the Association in order to meet those needs.

ARTICLE VII - MEETINGS OF MEMBERS

7.1 Annual Meeting

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

The agenda of the Annual Meeting shall include reports of the Board of Directors, the Officers, the Executive Director and the Board Committees, presentation of annual audited financial statements, arrangements for an audit, election of Directors and Officers and such other business as may be determined by the President or the Board of Directors.

Notice of an Annual Meeting shall be given by the Secretary or the Executive Director to Members at least twenty-one days prior to the date of such Annual Meeting. Notices of Annual Meetings shall be sufficiently given if sent by ordinary mail or by electronic mail within the times prescribed in this By-Law.

7.2 Special Meetings

Special Meetings may be called by the President at ~~his (her)~~their discretion or upon the written request of not less than one-third of the Members. Notices of -Special Meetings and particulars of the business proposed to be transacted thereat shall be given to Members by the Secretary or the Executive Director no later than ten days prior to the date of such Special Meetings. Notices of Special Meetings shall be sufficiently given if sent by ordinary mail or by electronic mail. Such Notices shall specify whether the Special Meetings have been called by the President or otherwise.

7.3 Quorum

Not less than 15 Members and delegates 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.

7.4 Voting

All Members in good standing, and in the case of Corporate Members and Choir Members, their duly appointed delegates, shall be entitled to one vote at Members' Meetings and all decisions at each Members' Meeting shall be taken by the affirmative votes of the Members present at such meetings.

7.5 Notice

Written notice to Members of the Members' Meetings shall be sufficiently given if given by ordinary mail or by electronic mail within the times prescribed in this By-Law.

ARTICLE VIII - FISCAL YEAR

8.1 Fiscal Year

The fiscal year of the Association shall commence on September 1 and end on August 31 of each year.

ARTICLE IX - CORPORATE GOVERNANCE

9.1 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.

ARTICLE X - AMENDMENT OF ARTICLES AND BY-LAWS

10.1 Procedure for Amendment

The Articles of Incorporation and By-laws of the Association may be amended or replaced at an Annual Meeting or Special Meeting called for the purpose by a two-thirds affirmative vote of Members present at the Annual Meeting or Special Meeting, provided that notice of the proposed amendment or replacement has been given to Members by ordinary mail or by electronic mail, not later than twenty-one days prior to the date of the respective meetings.

ARTICLE XI - SIGNING AUTHORITIES

11.1 Borrowing

The Board of Directors may and it is hereby authorized from time to time to:

- (a) borrow money upon the credit of the Association;
- (b) limit or increase the amount to be borrowed;
- (c) issue debt obligations of the Association and pledge or sell the same for such sums and at such prices as are deemed expedient; and
- (d) charge, hypothecate, mortgage, or pledge, present or after acquired real or personal property of the Association or both, to secure any such debt obligations and any money borrowed.

11.2 Borrowing Authorization

The Board of Directors is hereby authorized to delegate by resolution to one or more Officers specified in such resolution, other than the Past President, all or any of the powers hereinbefore conferred on them, including, without limiting the generality of the foregoing, the power to make arrangements with reference to the borrowing of money as aforesaid and as to the terms and conditions of the loan thereof and security therefor and as to the debt obligations to be given therefor, with power to vary or modify such arrangements, terms and conditions and debt obligations as the Board of Directors may authorize, and generally to manage, transact and settle the borrowing of money by the Association.

11.3 Signing Authority

The President and the Treasurer together, or either of them together with any of the Secretary, a Vice President, or the Executive Director, are hereby authorized to draw, make, accept, endorse, execute and issue cheques, promissory notes and other negotiable or transferable instruments and to sign, execute and deliver on behalf of the Association all documents and agreements and all such instruments, documents and agreements (and all renewals thereof or substitutions therefor) so signed shall be binding upon the Association.

11.4 Supplemental Powers

The powers and authorities conferred by this Article XI shall be deemed to be in supplement of and not in substitution for any powers to borrow money for the purposes of the Association possessed by the Board of Directors independently of any borrowing by-law.

ARTICLE XII - DISSOLUTION

12.1 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 days prior to the date of such Special Meeting.

Duly made, passed, and enacted November 24, 2007.

President

Secretary

Manitoba Choral Association
Nominating Committee Report
Annual General Meeting, October 17, 2020

The Nominating Committee's three members are Millie Hildebrand (Past President and Chair), Marilyn Redekop (Chair of PHC), and Adam Kilfoyle (Treasurer). We met in person once, then continued to convene via email.

HIGHLIGHTS FROM 2019-2020

- Ratified by email in March 2020 was Leanne Cooper-Carrier as Chair of Marketing and Communications.
- The Nominating Committee is pleased to present the following people allowing their names to stand today for ratification to the MCA Board 2020-21:
 - o David Sawatzky for Vice President
 - o Avonlea Armstrong-Green for Chair of Membership
- We're also pleased to report that Stephanie Pinette will be MCA's representative of the Norman Region. We say a heartfelt thank-you to Kim Jones, who contributed ten years to our association as Norman's representative. Kim, we wish you all the best as you continue to make music with your lucky students in that beautiful part of our province.

The position of Fund Development Chair this past year was unofficially filled by Millie Hildebrand, as best she was able.

There is an impressive "Evergreen List" of persons who have indicated their interest in serving MCA in the future.

Directors/Board Members for 2020-21 are:

President: Stuart Sladden
Past President/Chair of Nominations: Catherine Robbins
Vice President: David Sawatzky (to be ratified)
Secretary: Naomi Russell
Treasurer: Adam Kilfoyle
ChoralFest: Brittany Mielnichuk/Sonya Williams
Provincial Honour Choirs: Marilyn Redekop
Communications: Leanne Cooper-Carrier

Professional Development: Sharon Marshall
Membership: Avonlea Armstrong-Green (to be ratified)
Library: Janna Banman

Regional Representatives are:

Eastman: David Sawatzky
Central: Maureen Britton
Interlake: Edward Cloud
Norman: Stephanie Pinette
Westman: Michelle Chzyk
Parkland: Presently vacant

Sub-committees:

The list of MCA's sub-committee members to Oct 17, 2020 is on the shared drive.

Terms of Reference:

The Nominating Committee's Terms of Reference remain as last year.

ACTIVITIES GOING FORWARD

The Nominating Committee will continue to be responsible for the nomination of suitable persons to be elected as Directors, as chairpersons of the Standing Committees and as Officers.
The matter of a Fund Development committee will be addressed by the executive/board at some point.

FINAL THOUGHTS

We thank the board for your support in our efforts to fill the slate of officers in a timely way.
Thanks again to outgoing board member Kim Jones; we have appreciated your time, energy, and commitment to MCA!

From here I hand the "baton" to Catherine Robbins, and I look forward to reading news of all the wonderful people devoting their time and zeal to this wonderful association.

*Submitted by Millie Hildebrand, Nominating Committee Chair
October 17, 2020*