

Annual General Meeting

November 21, 2024

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About PAMDA

The Penticton Academy of Music Society (dba Penticton Academy of Music & Dramatic Arts) is a charitable non-profit organization that was formed in 1994 with the mission to educate, mentor, and inspire students to achieve their full potential within a fun and enriching environment that promotes excellence, leadership, and a life-long love of the arts.

At PAMDA, we believe the arts are essential to the human spirit. We believe that studying the arts and nurturing artistic expression:

- Sparks curiosity, innovation, and creative problem solving;
- Encourages interpretation, reflection, and collaboration;
- Builds self-awareness and self-confidence;
- Contributes to a healthy vibrant community; and
- Fosters deep emotional connections that inspire greater insight, understanding, and a sense of belonging.

What We Do

We provide opportunities for music and dramatic arts education. To do that, we:

- Ensure quality teaching. Potential faculty must be formally educated and go through an interview and selection process before joining the Academy, as well as a criminal record check.
- Ensure choice. We recruit music teachers to the area based on need. For example, some of our teachers commute from the Central Okanagan to the Academy.
- Offer group classes. An important element of music education is learning to play with others.
- Provide accountability. We manage the payment and registration process on behalf of students and teachers.
- Make music accessible through a bursary program and instrument loans.
- Offer enriching opportunities for students, including student recitals, year-end galas, workshops, and summer school

Of course, coming to the wonderful, historic Leir House for lessons is a bonus!



PENTICTON ACADEMY

OF MUSIC AND DRAMATIC ARTS

WHAT WE DID IN 2023-2024



ENJOYED A SUMMER STRINGS CONCERT IN THE PENTICTON ART GALLERY



LAUNCHED RCM SMART START, A NEW MUSIC EDUCATION PROGRAM FOR LITTLE ONES



WELCOMED BACK PAST STUDENTS AS VOLUNTEERS



HELD A WONDERFUL MUSICAL THEATRE SUMMER CAMP FOR YOUTH



SHOWCASED OUR STUDENTS' PROGRESS IN SEVERAL STUDENT RECITALS



WELCOMED HUNDREDS OF KIDS TO OUR ACTIVITY TENT AT HAHAHA KIDZFEST



CHEERED ON OUR YOUNG SONGWRITERS AT THE DREAM CAFE



ENJOYED COLLABORATIONS BETWEEN THE ADULT FIDDLE GROUP AND ADULT GUITAR ENSEMBLE



PROVIDED BUSKING OPPORTUNITIES FOR OUR STUDENTS DURING THE ANNUAL ART WALK



SAID FAREWELL TO SPEECH ARTS INSTRUCTOR DEBBIE McGLADDERY



INTRODUCED OUR STUDENTS TO OKANAGAN SYMPHONY ORCHESTRA'S GUEST ARTISTS



WERE ENTERTAINED BY OUR YOUNG THEATRE ARTS STUDENTS

Annual General Meeting Agenda

Call to Order
Confirmation of Quorum
Approval of Agenda
Introductions and Welcomes to Members and Guests
Adoption of the 2023 AGM Minutes
Approval of Financial Reports
Appointment or Waiver of an Auditor
President's Report
Treasurer's Report
Executive Director's Report
Fundraising Committee Report
Introduction to Board Nominees
Election of Directors (Directors' Meeting to follow)
Adjournment

Directors' Nominee List 2024-2025**Continuing Term**

Daniel Cramer

Lisa Dunn

Candice Galamini

Guneet Kaur

Christopher McIntosh

Priya Sachdev

New Nominees

Bradley Bartsch

Izabela Szelest

PRESIDENT'S REPORT

Submitted by Sam McNally

Greetings from Victoria, where I write this President's Report for what will be my final Annual General Meeting for PAMDA. It is always funny to contemplate the ways things unfold over time—I'm not sure I would've expected to be writing one of these when asked to join the board as Faculty Representative some five years ago! Over that time, I have continually been inspired by the work that goes into making PAMDA the amazing place that it is. From the teaching, to the fundraising, to the event-planning, to the registrations... PAMDA is the result of herculean efforts.

This past year has been one of great growth and success for the school. Better than ever, registrations are continuing their upward trend, showing us that the demand for top-notch music education isn't slowing down. Also growing is our faculty, which welcomed several new teachers over the year. These teachers bring with them much sought-after expertise and unique perspectives sure to inspire their students in all sorts of exceptional ways. I would be remiss to not mention the series of new programming that PAMDA has introduced, particularly those for young children devised by the Royal Conservatory. I very much look forward to seeing how those develop and grow.

Not just growing and changing in terms of personnel and programming, PAMDA has also undergone a series of upgrades of a more concrete nature. A fresh coat of paint, a successful grant application that allowed for the installation of windows in our studio doors, and the completed city project of replacing all the exterior windows on the Leir House—the place is looking pretty spiffy! In addition to that, a website overhaul and reworking of our registration system has ensured that it's never been easier to explore what we have to offer and get started learning.

Fundraising continues to be of great importance to PAMDA, especially when it comes to our Bursary Program. Last year saw the need for bursaries grow to unprecedented levels and this year looks to be following that trend, too. Having said that, the community continues to show up for this program that ensures no one is left out of a musical education, so much so that we've set an even more ambitious goal for this year—\$25,000—which I am confident that we'll put a sizeable dent into!

On an operations and financial level, the school is doing well. A modest shortfall last year caused by an increase in fees surrounding the launch of the new RCM programming was something we were prepared to weather. Going forward with the training for that program wrapping up, we'll be putting efforts into growing enrolment and exploring new ways to connect with our community.

Lastly, a huge kudos to our Executive Director Catherine Jones. Catherine's dedication to PAMDA since we both joined around five years ago has been nothing short of incredible. Under her direction, the school has flourished. I am grateful to her for all she gives and look forward to seeing all that she does going forward.

Though much has changed in the world and for PADMA over the past five years, much, too,

has stayed the same. Musical journeys blossom and thrive, connections are made throughout the community, and music continues to ring through the halls of the Leir House. Though my time with the school is coming to an end, I know that the dedicated work of this board, past boards, Executive Director Catherine, our teachers, and our students have positioned PAMDA for continued success for many years to come.

Sincerely,

Sam McNally
President

TREASURER'S REPORT

Submitted by Guneet Kaur

Financial Position:

Our total assets stand at \$64,019, reflecting a decrease from \$98,430 in the previous year. This decline is primarily attributed to the timing of current liabilities and the receipt of a \$20,000 gaming grant.

Revenue:

Total revenue for the year increased significantly to \$430,325, up from \$333,094 in the prior year. This growth was driven by a substantial rise in student enrollments, with 638 registrations compared to 435 the previous year, alongside increased lesson, membership, and registration fees.

Expenditures:

Total expenditures for the year were \$443,620, compared to \$322,687 in the prior year. Key areas of spending included instruction costs, salaries and wages, rent, and bursaries.

Excess of Expenses Over Revenue:

The year ended with a deficit of \$13,295, compared to a surplus of \$10,407 in the previous year. This shortfall is primarily due to:

1. Training costs of approximately \$8,000 for the new Smart Start program initiated during the year.
2. Net loss of revenue of approximately \$2,700 due to an instructor's absence for 2 months due to family emergency.
3. A one-time write-down of about \$2,000 related to transitioning to a new accounting system, which ensures improved financial reporting and clears outdated accounts.

Conclusion:

While the introduction of the Smart Start program has led to higher initial costs and contributed to the deficit, it has shown great potential for future growth. This program is expected to drive increased enrollments and revenue in the coming years, supporting the long-term sustainability and success of our school.

EXECUTIVE DIRECTOR'S REPORT

Submitted by Catherine Jones

This year, we saw significant growth - in our registrations, our donations, and our bursary applications. Our programs also grew with the addition of our early childhood music education classes.

Here are some of the highlights of the year.

GROWTH IN REGISTRATIONS, FACULTY, AND PROGRAMS

Registrations: In 2023-2024, we processed more than 600 registrations, an increase of more than 25% over the previous year.

New Faculty: This year, we welcomed three more piano instructors: Catherine Bundt, Donna Meyers, and Danielle Savage, who also teaches composition, guitar, and ukulele. We also were able to fill the gap left by speech arts instructor Debbie McGladdery with Chantal Ethier. We now offer instruction in more than 15 instruments, plus speech arts, songwriting, composition, and theory.

New Early Childhood Music Program: In October, we launched a new Royal Conservatory of Music program, Smart Start. When our instructor Marlene Bartsch completed the rigorous training in September, she was one of only 7 instructors in North America certified to teach this first-of-its-kind program. These initiatives are in line with our mission to ensure that music education is available to everyone in our community, including the very young, and to support a lifelong relationship with music.

The Smart Start program offers weekly parent & tot classes for children from newborn to four years of age. We also started a Music for Little Mozarts class for 4-5 year olds on Tuesday afternoons. All of these classes have had slow but steady growth.

Adult Group Classes: Our Musical Monday drop-in classes with Yanti saw approximately 100 participants over the year. The Adult Fiddle and Adult Guitar groups also continue to be very strong.

SHOWCASING STUDENTS' ACHIEVEMENTS

Over the year, we held several studio recitals in Gallery 1 of Leir House, a winter concert at the "Blue Church", and three year-end recitals - one at St. John Vianney Church Hall for our young string and speech arts students, one at the Community Hall at Okanagan College for our children's choir, adult fiddle group, adult guitar ensemble and string orchestra, and our year-end gala at the Dream Cafe. Almost all of these events were filled to capacity, showing tremendous support for our hardworking students.

We continued our tradition of holding our adjudicated scholarship competition during the year-end gala and each of the competing students did such a great job. Here are the results from the adjudicator:

\$250 Scholarship Runner-up: Rivkah Greyling

\$250 Scholarship Runner-up: Tiana Huculak

Winner of the Norm Looney Scholarship \$500 Prize: Hadley Borchert

SUPPORTING STUDENTS THROUGH OUR BURSARY PROGRAM

This year, with the generous help of donors like the Community Foundation of the South Okanagan, 100 Women Who Care, and individual donors, we were able to provide financial assistance of nearly \$15,000 to 17 students of all ages, abilities, and circumstances, allowing them to participate in music lessons and programs that they might not otherwise afford. This included private lessons, group classes, and our community orchestra, as well as performance opportunities at our studio recitals and school concerts.

Recipients included families who were unexpectedly affected by the economic downturn, who'd moved here from war-torn Ukraine, or who'd recently had a family member diagnosed with a neurodivergent condition. While most of the students were children and youth, we also had a young adult, as well as three seniors requesting assistance.

ENGAGING WITH OUR COMMUNITY

HaHaHaKidzFest: We had another successful activity tent this year, introducing more than 3,000 local children to our school through our instrument petting zoo. A Kelowna school teacher said ours is the tent that her students most talk about afterwards and look forward to each year.

Music for People Living with Dementia: This ongoing collaboration with OneSky, PDCAC, and Alzheimers BC sees an average of 16 participants each week. It's a very meaningful program for our community;

Presentation to City Council: In March, I made a presentation to City Council offering an overview of our school and inviting them to our fundraising concert;

Art Walk: A few of our students enjoyed busking opportunities at downtown arts venues during the Ignite the Arts Festival's Art Walk;

Ignite the Arts Festival: Once again, we were proud to be partners in the annual Ignite the Arts Festival. We held our fourth Youth Songwriting Camp during the Festival's community week and this year, we added an Adult Songwriting Bootcamp. Participants of the adult group kicked off the festival's musical weekend with a concert at the Dream Cafe, followed by the youth participants the next morning. It was a great experience for all of the students to get to perform their new pieces in a professional venue in front of a large and supportive audience.

BUILDING PARTNERSHIPS THROUGH ARTSVEST PROGRAM

We were successful in our application to join the Regional Program of ArtsVest. The Regional part offers enhanced training for arts nonprofit organizations, as well as up to \$3750 in matched funds for eligible sponsorships and donations secured between May 15 and November 22, 2024. The webinars and mentorship offered through this program were educational and useful. A \$600 sponsorship from BMO for our Open House was matched, and our in-kind sponsorship applications are presently being reviewed by the program officer and we will know very soon what we raised through this initiative.

ENHANCING EFFICIENCY

In July 2024, we launched our new website and our new registration system, both of which have greatly improved the student and instructor experience. The registration system, My Music Staff, is easy for both the instructors and the families to use. It offers transparency, allows for quick communications and lesson changes, and also enables families to pay by credit card, if they choose. We also finished off the year by cleaning out our old QuickBooks file and started fresh with a new version of QuickBooks.

LOOKING AHEAD TO 2024-2025

We started off the year with an open house celebrating the 30th anniversary of the school and it was very special to have one of the founding members of the Society pop in for a visit and to enjoy a recital by our littlest violinists. She was pleased to see that the initial vision had taken off and flourished.

SPECIAL THANKS

This year we're saying goodbye to two board members who have played very important roles behind the scenes: Chair Sam McNally and Secretary Kathy Locke.

I'd like to thank Kathy not only for her diligent minute-taking, but also for her speedy replies to my frantic texts, even when they reached her while driving through a snowstorm in the Rockies. Kathy was a key part of our online banking approval process and she was essential in making it run seamlessly. Thank you for your steady hand, Kathy.

To outgoing chair Sam McNally my heartfelt thanks for the many, many ways that he has made PAMDA the special place that it is - from creating an instrument inventory to baking the pies for our Pi Day fundraiser to coordinating the Musical E-Cards for our Valentine's Day and Christmas campaigns to creating the candy chute for our covid Halloween. Sam has been a joy to work with and has done wonderful things for our community, despite having moved away from Penticton two years ago. Thank you, Sam, for your kindness and your wisdom. You'll be missed!

FUNDRAISING REPORT

Submitted by Catherine Jones

This year, thanks to the generosity of our supporters, we came very close to our ambitious fundraising goal of \$25,500.

SOURCE	TOTAL
Nature's Fare	1,237.35
Donation by Rubber Duckies (student band)	60.00
CUPE Local 500 Year-End Donation	500.00
Hugh & Eva Cleland Fund	276.67
Donations through CanadaHelps (general)	577.50
Direct donations	1,690.00
Donation of sandcastle comp winnings	500.00
Registration Donations	1,030.00
Recital donations	357.35
GivingTuesday donations	1,800.00
String Orchestra year-end recital	246.50
Christmas Concert Tix & Donations	781.00
Corporate/ Individual Sponsorship	500.00
Faculty Concert Tix	3,750.00
Faculty Concert donations	500.00
Faculty Concert Wine & 50/50 funds	790.00
Year-End Gala	1,000.00
Penticton Vees Community Heroes	1,000.00
Garage sale	199.00
Donations in name of Dianne Schafer	1,385.00
Gift of Flight	5,280.00
Total To Date	23,460.37
GOAL	25,500.00
SHORTFALL	2,039.63

We are actively planning for our Giving Tuesday campaign on December 3rd, as well as a karaoke family fundraising event on January 19th, and our faculty fundraising concert on March 20. We look forward to having new members of our fundraising team to help us achieve our goals.

PENTICTON ACADEMY OF MUSIC SOCIETY
30TH ANNUAL GENERAL MEETING
November, 21 2023
MINUTES

Meeting was held by Zoom.

Members in Attendance: Nancy Wyse, Guneet Kaur, Sam McNally, Kathy Locke, and Daniel Cramer

Additional Attendees: Catherine Jones (Executive Director), Priya Sachdev, Lisa Dunn, Jeff Andrews, Jacinta Ferrari

Call to Order At 6:35 pm the meeting was called to order with a welcome by Nancy Wyse. The AGM package was sent out prior to the meeting by e-mail and will be available on the website.

Approval of Agenda: Confirmed we have a quorum...six voting members. Motion to approve the agenda for the AGM made by Sam and seconded by Daniel with the addition of a heart centered approach. All agreed. A heart centered approach was led by Nancy. Introductions were made. Approval of previous minutes from 2022- Kathy moved, Guneet seconded. July financial reports moved to accept by Daniel and seconded by Sam.

Approval of Submitted Reports: Everyone has reviewed the information and the submitted reports provided in the AGM package, including the previous Annual General Meeting Minutes from November 15, 2022. Motion to adopt all of the reports as submitted by Daniel. Seconded by Sam.

Reports

President's report - Accepted as submitted. Nancy's final report as the president. Thank you to Sam as co-chair. To Catherine as Executive Director. Two things the board needs to address-unfinished lease agreement is one thing. The other is succession planning for Catherine's job.

Treasurer's report- Accepted as submitted. Guneet presented her report. Overall we are doing well over this year. Increase in students so lesson revenue has increased. There were staff changes. This year we have a surplus which is great. Bank balance and cash flow were good this year as well. Donations were commendable. Hope to provide more bursaries.

Executive Director report including annual financial report - Accepted as submitted. Catherine advised that the year was all about connecting. Examples like students from UVic. Adult fiddle group, guitar classes, partnering with One Sky...and on and on. We got our name out there. The result is increased donations and registrations. Introduction to guitar is sold out every time and we don't even advertise. We were nominated to get a donation from CUPE. Haven't yet received the cheque, but it is coming.

Fundraising Report- Accepted as submitted. We exceeded our goal. This year our goal is \$25,500. We are already at \$8,000 for the upcoming year. We need it to build up the bursary fund.

Introduction to Board Nominees:

- Kathy, Sam, Daniel, and Guneet all confirmed they are willing to continue as board members for the upcoming year.
- Move to nominate new board members- Priya Sachdev, Candace Galamini, and Lisa Dunn was made and voted on by all board members. Kathy Locke, Sam McNally, Guneet Kaur and Daniel Cramer were continuing on as board members. This was approved by all.
- Guneet was confirmed as treasurer, Kathy as secretary, Sam as president
- Thank you to Nancy Wyse for her years of service.

Closing

Thanks and gratitude with warm wishes for the outgoing member, Nancy Wyse, for all of her hard work and contributions. Thanks for her support and skills in aiding PAMDA and in going above and beyond to make sure things were handled smoothly. Grateful to welcome the newest arrivals and incoming members of the board .

Motion to adjourn meeting at 7:05 pm by

Next board meeting will be held directly following today's AGM - Tuesday, November 21th, 2023 at 7:30 pm

**PENTICTON ACADEMY OF
MUSIC SOCIETY**

FINANCIAL STATEMENTS

For the year ended July 31, 2024

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COMPILATION ENGAGEMENT REPORT

To the Board of Directors of Penticton Academy of Music Society

On the basis of information provided by management, I have compiled the statement of financial position of Penticton Academy of Music Society as at July 31, 2024 and the statement of operations and fund balances for the year then ended, and Note 1, which describes the basis of accounting applied in the preparation of the compiled financial information.

Management is responsible for the accompanying financial information, including the accuracy and completeness of the underlying information used to compile it and the selection of the basis of accounting.

I performed this engagement in accordance with Canadian Standard on Related Services (CSRS) 4200, *Compilation Engagements*, which requires me to comply with relevant ethical requirements. My responsibility is to assist management in the preparation of the financial information.

I did not perform an audit engagement or a review engagement, nor was I required to perform procedures to verify the accuracy or completeness of the information provided by management. Accordingly, I do not express an audit opinion or a review conclusion, or provide any form of assurance on the financial information.

Readers are cautioned that the financial information may not be appropriate for their purposes.

Penticton, British Columbia

November 21, 2024

Chartered Professional Accountant

**Penticton Academy of Music Society
Statement of Financial Position**

July 31 **2024** **2023**

Assets

Current assets

Cash in bank	\$ 55,293	\$ 74,325
Restricted Cash - Gaming Account (Note 4)	10	20,012
Amounts receivable	1,017	941
Prepaid expense	186	186
	56,506	95,464

Property, Plant and Equipment

Musical instruments	107,562	100,939
Office furniture and equipment	2,098	2,098
Computer software	4,494	4,164
	114,154	107,201
Less: accumulated amortization	(105,655)	(104,235)
	8,499	2,966
	\$ 65,005	\$ 98,430

Liabilities and Members' Equity

Current liabilities

Accounts payable and accrued liabilities	\$ 985	\$ 2,101
Deferred revenue, lesson deposits	498	-
Deferred revenue, gaming grant (Note 4)	-	20,000
	1,483	22,101

Members' equity

Fund balances	63,522	76,329
	\$ 65,005	\$ 98,430

**Penticton Academy of Music Society
Statement of Operations and Fund Balances**

For the year ended July 31	2024	2023
Revenue		
Lesson fees	\$ 348,582	\$ 259,664
Gaming grant	20,000	20,000
Registration fees	15,145	11,700
Membership fees	5,085	4,020
Donations	31,488	32,630
Instrument rental	-	1,320
Other revenue		
Grants, workshops and interest	10,513	3,760
	430,813	333,094
Expenditures		
Advertising and promotion	2,602	579
Amortization	1,420	617
Bad debt expense (recovery)	2,067	(22)
Insurance	1,358	1,115
Interest and bank charges	1,747	1,712
Instruction costs	323,399	219,445
Memberships, dues and fees	379	376
Office and miscellaneous	3,113	2,013
Professional fees	4,451	8,295
Rent	24,923	26,954
Repairs and maintenance	6,601	4,039
Salaries and wages	53,713	46,285
Scholarships	1,500	1,000
Bursaries	13,961	8,215
Telephone	2,386	1,864
Travel	-	200
	443,620	322,687
Excess of revenue (expense) for the year	(12,807)	10,407
Fund balances, beginning of year	76,329	65,922
Fund balances, end of year	\$ 63,522	\$ 76,329
<i>Represented by:</i>		
Invested in capital assets	\$ 8,499	\$ 2,966
Internally restricted - development	14,232	14,232
Internally restricted - bursary funds	12,676	2,736
Externally restricted (Note 4)	10	12
Unrestricted	28,105	56,383
	\$ 63,522	\$ 76,329

Penticton Academy of Music Society

Notes to Financial Statements

For the year ended July 31, 2024

Note 1 Basis of Accounting

The basis of accounting to be applied in the preparation of the financial information is on the historical cost basis, reflecting cash transactions with the addition of:

- accounts receivable less an allowance for doubtful accounts;
- accounts payable and accrued liabilities; and
- deferred revenue; and
- capital assets recorded at historical cost and amortized on a systematic basis.

Note 2 Authority and Purpose

The Society is incorporated under the provisions of the Societies Act of British Columbia as a not-for-profit organization and is a registered charity under the provisions of the Canadian Income Tax Act. The Society is exempt from income taxes under the provisions of the Canadian Income Tax Act.

The not-for-profit organization offers music and dramatic arts instruction to students and amateur musicians throughout the South Okanagan.

Note 3 Contributed Services

A number of volunteers contribute a significant amount of time to the Society. Because of the difficulties in determining the fair market value of those contributed services, contributed services are not recognized in the accompanying financial statements.

Note 4 Gaming Account Fund

The Gaming Account is an externally restricted account for funds received from the Province of British Columbia. All deposits to and disbursements from the Gaming Account must be reported on an annual basis to the Gaming Policy and Enforcement Branch of the Ministry of Housing and Social Development.

	2024	2023
Fund balance, beginning of year	\$ 12	\$ 12
Add: gaming grant	20,000	20,000
Less; disbursements from gaming account	(20,002)	(20,000)
	10	12
Represented by:		
Cash in bank	10	20,012
Deferred revenue	-	(20,000)
	10	12