

**CSTM Administrative Office Report, 2009  
(Including the Membership Report for CSTM, 2009)**

In February of 2009, folkwaysAlive! at the University of Alberta submitted a written proposal to the President of CSTM with an offer to provide administrative support to the Society. In addition to providing French translation of correspondence, conference abstracts and the Society website, folkwaysAlive! also offered to provide an administrative home for the Society including a secure postal address, management of membership lists and collection of fees, and coordination of printing and distribution of the *MUSICultures* (the Society's journal) and *Canadian Folk Music* (the Society's magazine). An official letter of acceptance was posted March 5, 2009 and the process of transferring the membership records began. As part of the agreement, folkwaysAlive! designed a position description for a part-time administrative assistant and appointed Cari Friesen, University of Alberta master's student (ethnomusicology), effective May 1, 2009; a new CSTM e-mail address was established at the University of Alberta shortly after: cstm@cstm@ualberta.ca.

The relatively smooth transition could not have occurred without the generous contributions of John Leeder and James Prescott. James designed and maintained a comprehensive database of membership data and the tracking of publication distribution and John managed the printing and distribution processes for the publications, notifying members of payment deadlines, sending reminders, and dealing with the mail, including depositing cheques. Both John and James provided the folkwaysAlive! office with detailed descriptions of their tasks and travelled twice to Edmonton to provide in-person direction. Their contributions to the efficient operation of the Society over several years cannot be underestimated and we thank them for their insight, direction, kindness and continued dedication to CSTM.

*Canadian Folk Music* issues 42.3 and 42.4 and *MUSICultures* 34 and 35 (double issue) are the first publications printed through folkwaysAlive! After receiving the final production layout, quotes were secured from two Edmonton printers as well as the previous printer, located in Calgary. It was determined that posting all three publications together would be more cost-efficient than individual mailings and 246 packages were mailed on October 7, 2009. Translation of routine correspondence and annual reports has been completed and translation of the website content is in progress.

### Membership Report

The figures below are current as of 2009 September 28, but there are several circumstances that need to be taken into account for this report:

- publication delays likely also caused a delay in membership renewal since members may not have received renewal reminders.
- some memberships will be renewed through the registration fee at the 2009 conference.
- members who have not paid beyond the first quarter of 2008 are not included in Table 1.

Since the last report (November 2008) 16 new individual memberships have been added and 9 individual and 3 institutional memberships deleted, resulting in a net change of +4 [Table 1].

This report also contains a summary of individual and institutional members by region [Table 2 and 3] and by post-secondary affiliation [Table 4].

**Table 1: Membership status**

Year	Quarter	Individuals	Institutions	Total
2008	2 <sup>nd</sup>	6		6
2008	3 <sup>rd</sup>	13	1	14
2008	4 <sup>th</sup>	33	13	46
2009	1 <sup>st</sup>	35	1	36
2009	2 <sup>nd</sup>	11		11
2009	3 <sup>rd</sup>	4		4
2009	4 <sup>th</sup>	5	38	43
2010	1 <sup>st</sup>	18		18
2010	2 <sup>nd</sup>	5	1	6
2010	3 <sup>rd</sup>	1		1
2010	4 <sup>th</sup>			
2011	1 <sup>st</sup>	1		1
Not invoiced		2	33	35
<b>Total</b>		<b>134</b>	<b>88</b>	<b>222</b>

**Table 2: Individual Memberships**

Region	Number	Percentage of 134
Newfoundland & Labrador	12	8.9
Nova Scotia	10	7.4
P.E.I.		
New Brunswick	1	.7
Québec	10	7.4
Ontario	40	29.8
Manitoba	2	1.4
Saskatchewan	7	5.2
Alberta	28	20.8
British Columbia	16	11.9
N.W.T.	1	.7
Yukon		
Nunavut		
U.S.A.	7	5.2
Other		
<b>Total</b>	<b>134</b>	

**Table 3: Institutions**

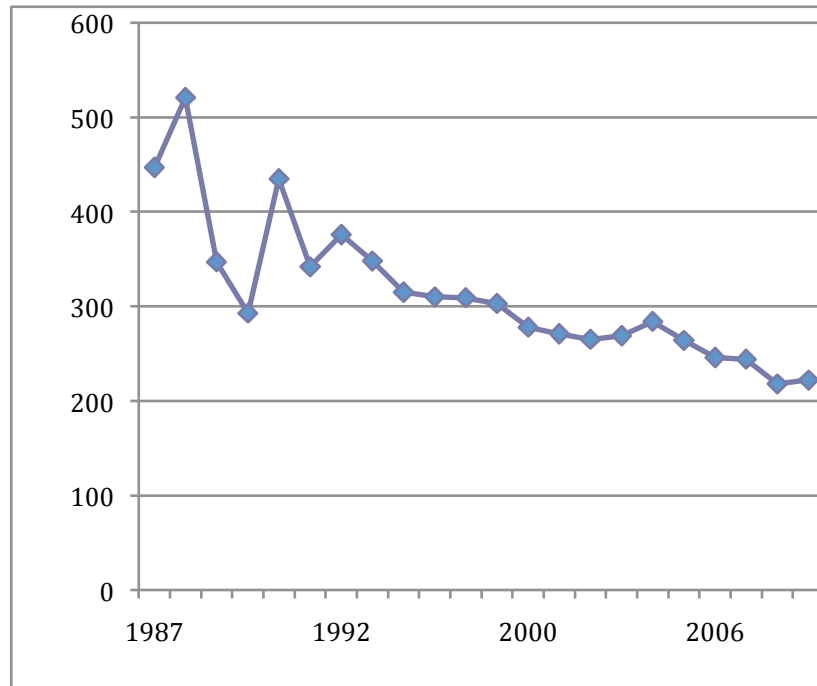
Region	Number	Percentage of 88
Newfoundland & Labrador	3	3.4
Nova Scotia	4	4.5
P.E.I.		
New Brunswick	1	1.1
Québec	8	9.0
Ontario	22	25.0
Manitoba		
Saskatchewan		
Alberta	6	6.8
British Columbia	8	9.0
N.W.T.		
Yukon		
Nunavut		
U.S.A.	22	25.0
Other	14	15.9
<b>Total</b>	<b>88</b>	

**Table 4: Post Secondary affiliation**

	Yes	None, or unknown
Institutions	40	48
Individual	28	44
Seniors	12	8
Students	23	
Concession		19
<b>TOTAL</b>	<b>103</b>	<b>119</b>

**Table 5: Memberships by Year**

October	1987	447
October	1988	521
October	1989	347
October	1990	293
April	1992	435
November	1993	342
May	1994	376
November	1995	348
October	1996	315
November	1997	310
October	1998	309
September	1999	303
October	2000	278
October	2001	271
October	2002	265
October	2003	269
October	2004	284
October	2005	264
October	2006	246
September	2007	244
November	2008	218
September	2009	222



**Submitted by**  
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