



Annual General Meeting

September 16, 2020

**Committee Reports,
Meeting Minutes &
Financial Statements**

Objectives of the Association

The objectives of the Association are:

- to establish and maintain high standards of professional ethics and excellence for members in the professional practice of forestry;
- to assure the general public of the knowledge, skill, proficiency and competency of members in the professional practice of forestry;
- to promote and improve the knowledge, skill, proficiency and competency of members in all matters relating to the professional practice of forestry; and
- to foster the professional practice of forestry by members in a manner that is in the public interest of the people of Saskatchewan.

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President's Report

Forestry professionals are trained to address many forest and landscape scale issues such as designing complex forest management regimes to achieve very long-term outcomes. Forest professionals probably have the longest-term view of any career, the things we do today may not have visible impacts during our lifetime. For an area that is harvested and planted in our career, we will likely not live to see the full rotational result. Given that, it is vitally important that we make the best decisions we can for our forests, not just for current forest products but for our descendants, and for the forest resources of the province.

It has been an interesting year and a half as President of the Association. First off, I offer thanks to all those who have provided advice and support over the last while, particularly during the Covid-19 pandemic which has had significant impacts across the globe as well as on our association. A special thanks to Registrar John Doucette and Office Manager Christina Pico who have worked diligently to keep our association active and vibrant and in touch with our membership.

For the Association, we have not been able to meet face to face as a Council or at a normal AGM to discuss business matters. In fact, we had to have a special motion to amend our bylaws to allow for delaying our AGM from our normal April meeting due to the pandemic. With the situation, we also had to look into alternative mechanisms such as this virtual AGM. Thank you to Lane Gelhorn who carried out that work for us.

Over the past year and a half:

- The association provided feedback as a stakeholder commentator in the Saskatchewan Environmental Code chapter development process.
- We have continued to provide funding to increase our visibility as a professional association. One key aspect of that is the "What's New" section on our web-site.
- We continue to audit continuing competency hours for a portion of our membership.
- Quarterly updates are provided in NEWSEM.
- We have initiated a process to move toward being truly a right to practice association. Right to practice means that any person conducting professional forestry activities in Saskatchewan must be a registered member, or be supervised by a member, or be excluded from the definition of professional practice of forestry pursuant to the Act.
- The term of appointment for public member closed for Ryan Hallman. We appreciate the counsel Ryan provided during his term. The Minister is in process of appointing another individual.

W. I. (Bill) Thibeault, RPF
President

Registrar's Report

Membership:

Membership Categories	April 1, 2017	April 1, 2018	April 1, 2019	April 1, 2020
RPF	96	91	83	77
New Members	(2)	(2)	-	(2)
Resignations	(-2)	(-3)	(-4)	(-2)
Revoked	(-4)	(-2)	(-1)	(-3)
RPFT	36	36	36	39
New Members	-	-	-	(3)
Resignations	-	-	(-1)	(-2)
Revoked	(-3)	(-2)	(-1)	(-1)
FIT	4	5	5	5
FTIT	8	6	6	6
Restricted	2	2	1	1
Retired	7	7	10	9
RPF Retired	(6)	(7)	(10)	(9)
RPFT Retired	(0)	(0)	(0)	(0)
Student	5	5	17	2
Honourary Member	0	0	0	0
Life Member	1	1	1	1
Total Membership	158	153	159	140

COVID-19

Due to the global pandemic our AGM has been significantly delayed and looks a lot different than usual. We have also asked some of our Councillors and our Executive to serve beyond their terms. I wish to thank them for their dedication to duty and their willingness to go above and beyond.

Technologists:

Progress continues to be made towards a national process for accrediting the forestry college programs in Canada and establishing common competencies for Technologists and assessing applicants against it. The ASFP has continued with a Working Group along with AB and BC associations to define common competencies for Technologists. This will be a multi year project which will bring in other Associations across Canada as they consider registering Technologists. Common standards would also enable Technologists to transfer between associations in western Canada with a minimum of barriers. During 2019 and into 2020 the group has been developing a list of common competencies across the various jurisdictions. The working group consists of regulators and educators from each participating Province. I want to thank Lorne Renouf who has stepped up to serve on this working group with me.

Forestry Professional Regulators of Canada

The FPRC is made up of the provincial forestry associations in Canada plus the Canadian Institute of Forestry (CIF), and the Canadian Forestry Accreditation Board (CFAB). The group works on issues of common interest, such as mutual recognition, labour mobility, continuing education and codes of conduct. This group was previously known as the Canadian Federation of Forestry Professionals. The name change reflects the move towards having national standards for Technologists.

The AGM was held in Ottawa last September. I was unable to attend this meeting. I am grateful to John Daisley who was able to attend in my stead. The annual face-to-face meeting for 2020 has been cancelled due to COVID-19.

A new Executive Director of the FPRC was appointed in 2019. Maureen Kershaw, RPF, PhD is a professional forester from Ontario who is extremely well qualified to lead this organization.

Collaboration with CIF:

CIF dues continue to be collected along with ASFP membership fees. This allows our members who belong to both organizations a one stop shopping opportunity.

Office Management:

I continue to be grateful to have someone with Christina's skills in the office. Our move to the cloud for storage and backup of our files has paid off by allowing us more flexibility by being able to respond to information requests from anywhere. We continue to have our office in the Forest Centre.

One of our Strategic Plan goals is to increase public awareness of our Profession. To this end we have set up our LOGO with North Star Trophies here in Prince Albert. Members can go into the store and have the logo put on various items like shirts, jackets, hats etc.

Legal Obligations:

Our obligations under Saskatchewan's Forestry Professionals Act and our bylaws were met this year through work that included:

- Preparing and filing the 2019 ASFP Annual report with the Minister of Environment
- Notifying Information Services Corporation of Saskatchewan of the names of our members as of December 31, 2019
- Maintaining a register of members, and
- Maintaining the record of minutes of the Association.

Our Public Appointee:

Ryan Hallman, has been a welcome addition to the Council. He has provided a different perspective on issues and has been helpful with legal questions. Ryan's term ends in 2020 and Council has made a recommendation to the Minister for a replacement.

Conclusion

The ASFP continues to grow in its role as the provincial regulator of the forestry profession. Our role expanded in 2013 from ensuring that those who use the titles RFP and RFPT are competent and ethical, to ensuring that those practicing forestry on forested lands are competent and ethical as well. That role has become more important with the increased reliance on professionalism that comes with results-based regulation. To this end Council has established an ad-hoc Right to Practice committee. This committee will provide the Association of Saskatchewan Forestry Professionals with a reviewed, revised and recommended Practice of Forestry in Saskatchewan guide. The guide will:

- Define the "Right to Practice" forestry.
- Describe specific areas of practice, and
- Optionally, include specific areas of practice for the Association's categories of membership.

Thank you to the Committees and Council members who did a significant amount of work to get policies and programs in place over the past year to support that evolution. There is still a lot to do, particularly around communicating about the right to practice legislation. So, I encourage you to get involved by talking to our President or the chair of any committee that piques your interest about where you could help out.

John Doucette, Restricted Member
Registrar

Treasurer's Report

A review of the financial statements for the year ended December 31, 2019 was completed by the executive committee and council. A thorough review by Peter Sigurdson was also completed. In the opinion of the Executive Committee, the financial statements represent fairly the position of the Association.

The 2020 Budget was approved by council in January.

It is the view of the Executive Committee that an external review engagement of the 2020 financial statements would be prudent. This is not an audit, but is designed to apply generally accepted accounting principles to the Association's financial records to provide limited assurance to the accuracy of the financial records.

A motion will be made at the AGM to engage an accounting firm to conduct a review engagement of the 2020 financial statements for an amount not to exceed \$3,750.

For members reference the following documents are attached for review:

1. Income Statement, December 31, 2019
2. Statement of Retained Earnings, December 31, 2019
3. Balance Sheet, December 31, 2019
4. Approved ASFP Budget, 2020

Darryl Sande, RPF
Acting Treasurer

Admissions Committee

As in previous years, the Admissions Committee kept up a busy schedule in 2019. We held 3 face to face meetings and multiple e-vote conversations to deal with applications. The 3 scheduled dates for writing of the exam and meetings to follow the writings continued in 2019. This has proven effective and did continue into 2020.

The committee did see some change in 2019, with long standing Chair, Chris Brown, stepping down, and myself taking over as the new Chair. Fortunately, Chris, along with the other members of the committee did stay on to keep continuity. As such, with only the change in Chair, as approved by Council, the Admissions Committee remained, Chris Brown, Aaron Burns, John Doucette, Dean Mamer, Chris Brown, Lorne Renouf as well as myself. I would like to thank everyone for their continued commitment to this Committee.

Multiple applications were reviewed in 2019. In total, the committee accepted 5 members as FTITs (one being a change request from FIT to FTIT) and 1 as a FIT. There was 1 request for resignation which was approved. The committee considered 1 application for a restricted membership, which was approved as the final time this member can hold restricted membership. There was 1 member approved to change their status to retired as they were no

longer practicing. Congratulations to Todd Power on his retirement. This year the student applications dropped with only 2 student members being approved.

In 2019, there were 7 candidates that wrote the exam, with 6 of these being successful. Congratulations to Brad Weir, Matt Eckert, Steve Mason, Chad Wilkinson, Lawrence Gaudry and Nick Stacey on moving to full practicing members in 2019.

Continuing to update the exams, with relevant, accurate questions and answers is certainly one of the challenging parts of sitting on this committee. We have been working to further improve this process, and reduce the work involved in updating for each session. Through 2020, and into 2021, the intent of the committee is to have a deeper base set of questions that can be put into each exam. With that, clear, consistent answer keys are developed to continue the integrity of the marking process.

I want to take this opportunity to thank the members of the Admissions Committee for all their hard work. There is a substantial time commitment to meeting, reviewing applications, updating and marking exams. Personally, as the Admissions Committee Chair, setting aside time to complete all required work, follow up and reviews has been challenging. Despite this, I look forward to continuing in this role going forward.

Kerry McIntyre, RPF
Admissions Committee Chair

Discipline Committee

Since the last AGM, the Discipline Committee has reviewed and updated the committee's Terms of Reference. Updates to the Terms of Reference were mainly editorial in nature related to ensuring references to ASFP bylaws were correct. In addition, terms for committee members were extended from 1 year to 2 years to allow for continuity.

There were no cases of professional misconduct forwarded to this committee from the Professional Conduct Committee, so no disciplinary hearings were held.

If anyone is interested in joining the committee, please feel free to contact me.

Michelle Young, RPF
Committee Chair

Professional Conduct Committee

The committee is composed of Chris Dallyn RPF, Kathleen Gazey RPF, Dave Knight RPF, Cameron Koslowski RPFT, Paul Maczek RPF, and John Daisley RPF.

The committee met one time this past year via Zoom to discuss the matter of four members not submitting continuing education hours for 2019.

Of the four members in arrears for this submission, one has retired and not indicated whether he wishes to continue as a member, one is an out of province member and two were Members in Training who indicated that they were not required to submit their hours.

The course of action to deal with the retired member and the out of province member seemed to be clearly outlined in the bylaws so the committee centred the discussion on Members in Training.

After some discussion, it came to light that several Members in Training had been told by their mentors that they did not have to submit continuing education hours. Upon doing some research into our bylaws, we reached the conclusion that this advice was incorrect and decided as a committee to recommend to Council that all members be informed clearly that Members in Training are required to submit and that they be given a grace period to comply with that requirement.

This recommendation was accepted at the next regular Council meeting. Clarification of the requirements for submission of continuing education hours and the deadlines for doing so were communicated as was the course of disciplinary action that would be followed for non-compliance.

As Chair of this committee, I would like to thank the members for their service. Paul Maczek has retired and left the province so will no longer be a member of the committee.

Respectfully submitted

John Daisley RPF
Committee Chair

Continuing Competency Committee

Continuing Competency Committee

Forest professionals must maintain and continually evaluate their competence. The ASFP's continuing competence or professional development program has been in place for a number of years now. The program monitors and audits reporting of hours directed toward continuing competence requirements. Basically, the continuing competence program is a program of continuing professional development that meets ASFPS' statutory requirements as well as the professional obligations of our members.

Government and the public share an expectation that a key role of regulatory bodies such as ASFP is to ensure the competency and integrity of professionals in order to protect the public interest. The ASFP protects the public interest in forest management by having qualified, competent and registered individuals practice professional forestry in Saskatchewan. One of the primary objects of the association is to assure the general public of the knowledge, skill, proficiency and competency of members in the professional practice of forestry; thus, to serve and protect the public interest.

The Continuing Competency Program ensures that members of the Association remain informed and current with respect to the knowledge and skills necessary to practice professional forestry in Saskatchewan in a safe, competent, and ethical manner, and for members to constantly enhance their quality of practice. ASFP members are responsible for developing and maintaining their professional competence including the knowledge, skills, ethics, attitudes and values relevant to them within their professional environment.

On an annual basis, an audit randomly selects ASFP members who are required to submit information to ensure that during the previous 3 years, they had met the requirement to accumulate appropriate credits to maintain their continuing competency. The annual reporting of hours contributing to an ASFP member's continuing competency has been an ongoing challenge and this is a concern regarding the integrity of the ASFP as an organization and to individual ASFP members in that they may lose their status as members in good standing. The committee thanks all those who participated in the audit process.

Continuing Competence Program Review

Over the past two years, the Continuing Competence Committee has worked on a review of the overall continuing competence program, with a view to providing recommendations to Council on what, if any, updating of the program should be contemplated. Updating was contemplated to assess how relevant and current our continuing competency program is in light of technological change and the types of learning opportunities that are currently available.

This is still a work in progress, but the committee is developing recommendations to bring to council this fall for discussion prior to our next AGM. A key role of a regulatory body like the

ASFP is to ensure the integrity and competency of professionals in order to protect the public interest. Technological change, the social significance of forest resources, increasing public awareness about our forests, higher environmental standards, greater professional demands and the ever-changing nature of competencies required dictate continuous learning, operational practice and development if individuals and the profession are to better serve society.

W.I. (Bill) Thibeault, RPF
Committee Chair

Right to Practice - Ad-hoc Committee

In early 2020, Council struck an ad-hoc committee to review and prepare a report on the definition of right to practice for association members. The intent is to have the report finalized and reviewed by Council in preparation for the 2021 AGM in the event that any recommendations require changes to By-laws. Currently, the committee is developing terms of reference, reviewing existing ASFP documentation on this topic, and reviewing related documents from BC, Alberta, and Ontario associations.

Committee members are: Darryl Sande (Chair), Kim Clark, Lane Gelhorn, and Michelle Young

Respectfully submitted:

Darryl Sande, RPF
Committee Chair

Canadian Forestry Accreditation Board

The Canadian Forestry Accreditation Board (CFAB) is responsible for the assessment of Canadian university forestry degree programs for the purpose of meeting academic requirements for professional certification and entrance into professional practice.

Its role is to implement a national accreditation process mandated by the eight professional forestry associations in Canada and the Canadian Institute of Forestry. Board members are appointed by the member agencies.

At present, ten Baccalaureate and two Master's level forestry programs in Canada are accredited.

The Board met on one occasion during the report year - a face-to-face session in Pembroke, Ontario on October 4. The primary items on the agenda were consideration of the final report of a spring 2019 accreditation review at the University of British Columbia (see determination

information under “Accreditation” below) and early preparations for an accreditation review at the University of Toronto in 2020. Other matters included plans for the replacement of the current Executive Director and review by the CFPFA of its functions and operations including the CFAB, an arms-length body of the Federation.

As noted, a program review was conducted during the year at the University of British Columbia. The review team, comprised of Bruce Dancik, R.P.F. (Ret.) (lead), Kim Clark, R.P.F., Andy Kenney, R.P.F., and Ralph Roberts, R.P.F., ing.f., visited the university April 1-3.

For each review, the Board strives to have three members with past experience and to enlist one member without past review experience as a means of maintaining the review candidate pool. To the extent possible, each team will have at least one Board member, a member from academia and members from other forestry sectors. With rare exception, review participants are members of a CFAB member agency.

At the Ottawa meeting, the Board determined that accreditation of the Master of Sustainable Forest Management program, Faculty of Forestry, University of British Columbia (Dr. John Innes, Dean) “shall be granted for a period of six years, the maximum allowed by the CFAB Policy Statement”. Accreditation begins with the 2019/2020 academic year and continues to June 30, 2025. The UBC review was the first undertaken using the revised Academic Standards for Accreditation (2018).

The Master of Forest Conservation (MFC) program at the University of Toronto had been granted a one-year extension of its existing accreditation by the Board to December 2020 owing to the closure of the Faculty of Forestry and the transfer of forestry programs at the university to the Daniels Faculty of Architecture, Landscape and Design. Due to Covid 19, the U of T Master of Forest Conservation program has been granted a further extension to June 30, 2021.

This past year has seen the retirement of Lorne Riley as Executive Director of the CFAB and the hiring of Maureen Kershaw for this position.

A note of interest: the CFPFA, the Canadian Federation of Professional Forestry Associations has changed its name to Forest Professional Regulators of Canada (FPRC).

If you are interested in learning more about the CFAB, you can visit the website at <https://cfab.ca/English/aboutUs.html>

Respectfully submitted by John Daisley, RPF
CFAB Representative

Executive and Council 2019/20

Current ASFP Council

Executive Committee

President - Bill Thibeault, RPF
Vice President - Darryl Sande, RPF
Acting Treasurer – Darryl Sande, RPF
Secretary - Kim Clark, RPF
Registrar - John Doucette, Restricted Member

Councillors (3 to 12 required)

Kim Clark, RPF
John Daisley, RPF
Lane Gelhorn, RPF
Kerry McIntyre, RPF
Spiros Papastergiou, RPF
Brogan Waldner, RPFT
Michelle Young, RPF

Standing Committees

Admissions

Kerry McIntyre, RPF, Chair
Chris Brown, RPF
John Doucette, Restricted
Dean Mamer, RPFT
Lorne Renouf, RPF

Discipline

Michelle Young, RPF, Chair
Chris Brown, RPF
Robert Follett, RPF
Ryan Hallman, Public Appointee
Darcy Parkman, RPF
Conrad Paskell, RPF
David Stevenson, RPF

Right to Practice – Ad Hoc Committee

Darryl Sande, RPF, Chair
Kim Clark, RPF
Lane Gelhorn, RPF
Michelle Young, RPF

Continuing Competency

Bill Thibeault, RPF, Chair
Dave Knight, RPF
Cameron Koslowski, RPFT
Dave Stevenson, RPF

Professional Conduct

John Daisley, RPF, Chair
Chris Dallyn, RPF
Kathleen Gazey, RPF
Dave Knight, RPF
Cameron Koslowski, RPFT



Annual General Meeting Minutes

September 16, 2020 9:30 am
GoTo Training Video Conferencing

Note: Agenda and an information package containing reports and financial statements were emailed to members in advance of the meeting.

ATTENDEES:

Amy Carriere	Vicki Gauthier	Kerry McIntyre	Peter Sigurdson
Kim Clark	Lee Hicks	Michael McLaughlan	David Stevenson
Brogan Cyr	Rozlin Holoboff	Sindy Nicholson	Stephanie Stuart
John Daisley	Hannah Kluss	Spiros Papastergiou	Bill Thibeault
Chris Dallyn	Cameron Koslowski	Darcy Parkman	John Thompson
Amber Dereshkevich	April Lesko	Nadine Penney	Brad Weir
John Doucette	Phil Loseth	Jessica Randall	Joel Weitzel
Mark Doyle	Dean Mamer	Darryl Sande	Michelle Young
Bryan Fraser	Jared Matwishyn	Kendell Senger	Lane Gelhorn

NON-MEMBERS:

Christina Pico

- (1) Approval of Agenda

MOTION

*Kim Clark moved that the agenda be approved as presented;
Seconded by Chris Dallyn
Motion is carried.*

- (2) Approval of the Minutes of the 2019 Annual General Meeting

Bill Thibeault asked if there are any errors or omissions.

MOTION

*John Daisley moved that the minutes of the April 19, 2019 AGM be approved;
Seconded by Michelle Young
Motion is carried.*

- (3) Business Arising from Minutes

No business arising from the minutes.

(4) Reports

Reports were previously distributed and presented during the meeting. The reports are as listed as below.

- a. President's Report
- b. Registrar's Report
- c. Treasurer's Report
- d. Admissions Committee
- e. Discipline Committee
- f. Professional Conduct Committee
- g. Continuing Competency Committee
- h. Canadian Forestry Accreditation Board

MOTION

*Darryl Sande moved to accept the financial reports as presented without audit and accept the Treasurer 's Report;
Seconded by Sindy Nicholson
Motion is carried.*

MOTION

*Darryl Sande moved to approve an external review engagement of the 2020 financial statements to a maximum fee of \$3,750;
Seconded John Daisley
Motion is carried.*

MOTION

*John Thompson moves to accept the reports as presented.
Seconded by Kerry McIntyre
Motion is carried.*

(5) Confirmation of Actions of Council, Committees and Officers

MOTION

*Kim Clark moved that the actions of Council, Officers, and Committees of the ASFP for the preceding year be approved and confirmed;
Seconded by Jessica Randall
Motion is carried.*

(6) Nominations and Election of Officers

*Bill Thibeault made the first call for nominations for Vice President.
Bill Thibeault made the second call for nominations for Vice President.
Bill Thibeault made the third call for nominations for Vice President.*

Nomination received by the nominating committee: Lane Gelhorn

MOTION

*John Doucette moved to close nominations;
Seconded by John Daisley.
Motion is carried unanimously.*

Vice President by acclamation. Congratulations to Lane Gelhorn.

*Bill Thibeault made the first call for nominations to Council:
Nominations from the floor: John Daisley
Bill Thibeault made the second call for nominations to Council:
Bill Thibeault made the third call for nominations to Council:
Nominations from the floor: David Stevenson*

***Nominations received by the nominating committee
Ed Kwiatkowski
Peter Sigurdson***

MOTION

*Darryl Sande moved that nominations cease;
Seconded by Cindy Nicholson.
Motion is carried unanimously.*

By acclamation:

***John Daisley
Ed Kwiatkowski
Peter Sigurdson
David Stevenson***

Join as Councilors.

Plus returning for the second year of their term are Kim Clark, Spiros Papastergiou, Michelle Young, Kerry McIntyre and Brogan Cyr

Continuing service as member of the Executive is John Doucette.

Welcome to the new President, Vice President and Council members.

(7) Incoming President's comment

In-coming President, Darryl Sande, thanked Past-President, Bill Thibeault, for his leadership over the last year and a half. Darryl also thanked the departing councilors and the remaining councilors for their efforts in supporting the business of the association. He also welcomed the new councilors and looks forward to working with them. He thanked John Doucette, our Registrar, and Christina Pico, our Office Manager, for their work and dedication in managing the day-to-day business of the Association.

Darryl mentioned the challenging times we are facing with the COVID-19 pandemic and the resilience the forestry profession has demonstrated by continuing to find creative and innovative ways to continue with the practice of forestry. The technology that allowed us to continue with our AGM was one innovation example and thanks to Lane Gelhorn for exploring options and recommending this platform.

Darryl looks forward to working with the new Council and continuing to serve the needs of our membership over the next one and a half years.

(8) Other Business
No other Business

(9) Adjournment

Bill Thibeault declared the AGM meeting adjourned at 11:33 am.

Financial Statements

BALANCE SHEET

December 31, 2019
(reviewed)

ASSETS

	December 31, 2019	December 31, 2018
Current Cash Assets		
Chequing	\$8,027	\$10,445
High Interest Savings	\$9,086	\$25,345
Total Cash	\$17,113	\$33,678
Accounts Receivable	\$345	\$250
Outstanding Deposits	\$0	\$221
Total Current Operating Cash Assets	\$17,458	\$36,261
 <u>Contingency Fund</u>		
Balance Start of Year	\$165,952	\$150,753
Additional Allocation to Contingency Fund	\$28,258	\$15,199
Total Contingency Fund	\$194,210	\$165,952
 Capital Assets		
Capital Assets	\$0	\$0
Total Capital Assets	\$0	\$0
 TOTAL ASSETS	 \$211,668	 \$202,213
 LIABILITIES		
Current Liabilities		
Accounts Payable	\$0	\$121
Deferred Revenue	\$360	\$0
Outstanding Withdrawals	\$1,895	\$2333
Total Liabilities	\$2,255	\$2,454
 EQUITY		
Contingency Fund - Restricted	\$194,210	\$184,317
Total Current Operating Cash Assets	\$15,563	\$15,442
Total Equity	\$209,413	\$199,759
 LIABILITIES AND EQUITY	 \$211,668	 \$202,213

STATEMENT OF INCOME FOR THE YEAR ENDED

DECEMBER 31, 2019 AND 2020 BUDGET

(reviewed)

REVENUE	2020 Budget	2019 Actual	2019 Budget
Job Postings	\$2,500	\$2,500	\$2,500
Application Fees	\$400	\$400	\$400
Membership Fees	\$47,000	\$46,560	\$46,000
Membership Fees (Late)	\$250	\$300	\$250
CIF Dues Collected	\$5,200	\$5,243	\$5,400
Registration Exams	\$700	\$800	\$500
AGM	\$0	\$6,831	\$5,600
Interest Income	\$3,000	\$3,016.83	\$1,500
TOTAL REVENUE	\$59,050	\$65,550.83	\$62,150
EXPENSE			
CIF Dues Paid	\$5,200	\$5,243	\$5,400
Travel	\$3,000	\$1,669.43	\$3,000
Accommodations	\$1,000	\$1,612.22	\$1,000
Meals	\$400	\$514.95	\$400
Office Rent	\$6,965	\$6,724.57	\$6,965
Postage	\$200	\$154.55	\$150
Office Supplies	\$250	\$152.92	\$250
Computer & Software	\$500	\$0	\$500
Bank Charges	\$0	\$0	\$20
Utilities	\$750	\$648.97	\$750
Meeting Room Rental	\$0	\$0	\$0
AGM Expenses	\$0	\$6,245.03	\$7,000
Registrar's Fees	\$17,813	\$17,813.13	\$17,813
Office Manager's Salary	\$6,900	\$6,890.63	\$6,900
Ins-Gen Liability/Off/Directors	\$1,600	\$1,600	\$2,900
Accounting Fees	\$2,000	\$0	\$0
Legal Counsel	\$0	\$0	\$0
Continuing Education	\$2,000	\$420	\$2,000
CFAB Membership Fees	\$650	\$561	\$650
CFPFA Membership	\$100	\$100	\$100
SFA Membership	\$200	\$200	\$200
Donations/Scholarships	\$0	\$0	\$0
Web Site Maintenance	\$1,500	\$0	\$500
Miscellaneous	\$250	\$66.60	\$250
Marketing	\$5,250	\$5,250	\$5,000
Total Expenses	\$56,528	\$55,897	\$61,748
Net Income	\$2,522	\$9,653.83	\$402

STATEMENT OF RETAINED EARNINGS

FOR THE YEAR ENDED DECEMBER 31, 2019

(reviewed)

	2019	2018	2017
Balance Beginning of Year	\$199,759	\$184,317	\$168,351
Income for the Year	\$9,654	\$15,442	\$15,966
Balance End of Year	\$209,413	\$199,759	\$184,317