



Alberta
**Therapeutic
Recreation**
Association

10/11 Annual Report

Living well ... being healthy



agenda

ATRA Annual General Meeting
Saturday, 15 October 2011
1:00 - 3:00 pm

Greenwood Inn & Suites
3515-26 Street NE, Calgary

- 1.0 Call to Order
- 2.0 Action on the Agenda
- 3.0 Introduction of Board Members and Special Guests
Thanks and appreciation to the 2011 ATRA Symposium Committee
- 4.0 Rules of Order
- 5.0 Action on the Minutes of the 2010 Annual General Meeting
If there are no corrections, it would be in order for a member to move that the minutes of the 2010 Annual General Meeting be adopted as included in the annual report.
- 6.0 Old Business
- 7.0 Board Member Reports
After questions have been addressed, It would be in order for a member to move that the reports, as presented in the AGM package, be adopted.
- 8.0 Action on the 2010/2011 Financial Statement
After questions have been addressed, It would be in order for a member to move that the financial reports, as presented in the AGM package, be adopted.
- 9.0 New Business
 - 9.1 Professional Advancement Committees
 - 9.2 ATRAbute
 - 9.3 HPA Status Update
- 10.0 Election of Directors
- 11.0 Announcements
- 12.0 Adjournment



rules of order

Qualifications

1. All members will be required to show their current ATRA membership cards for admission to the Annual General Meeting.
2. Each attending member in good standing is entitled to one vote.
3. There shall be no absentee or proxy voting.
4. A quorum shall be not less than 25 percent of the membership or 40 members, whichever is smaller.

General Procedures

1. The chair organizes the business of the meeting (agenda and order of business) and sees that it proceeds in an ordered manner.
2. The chair decides all questions of order and considers the advice of the parliamentarian.
3. No person may speak until she/he has been recognized by the chair.
4. No person may speak for more than 10 minutes at one time. No person may speak a second time until all who wish to speak for the first time have done so. (The group may permit a person to speak more than twice or longer than 10 minutes.) A question on procedure or a point of order will not be considered a turn to speak.
5. A person wishing to speak must approach a microphone and be recognized by the chair before speaking. When recognized, the speaker will give her/his name.
6. The chairperson may not speak on a question. If she/he wishes to speak, she/he must yield the chair to another officer and take a seat on the floor. The chairperson may not resume the chair until the question at issue is settled.

Motions - Getting a Subject on the Floor

1. No business may be discussed until a motion has been made, seconded (when required) and stated by the chair.
2. Once a motion has been stated by the chair, it can be withdrawn only with the consent of both the mover and the seconder.
3. All discussion must relate to the motion on the floor.
4. Only one main motion may be on the floor at any one time.



rules of order

Amendments

1. An amendment to a motion is proper if it does not change the basic purpose of the motion.
2. For ease of understanding, it is wise to have only one amendment on the floor at any one time. However, there is no limit to the number a times a motion may be amended.
3. When an amendment is made, the chairperson must see that everyone understands the proposition being voted on. Two votes must be taken: FIRST, on the amendment, and SECOND, on the motion in its amended form.

Stopping Debates

1. Discussion can be stopped by a motion to close debate. This motion is not debatable and requires a two-thirds majority to be carried.

Motions for Special Purposes

1. Such motions as those to adjourn, table, refer and question the decision of the chair are generally in order. The parliamentarian, if called upon, will explain such procedures and guide their use.

Voting

1. The motion is restated
2. The affirmative and then the negative votes are called for. If there is any doubt in a voice vote or vote by show of hands, the vote is then to be retaken by a standing vote. If a secret ballot is required, the chair declares the result of the vote.



prior minutes

Alberta Therapeutic Recreation Association Annual General Meeting

October 16, 2010

Greenwood Inn, Calgary, Alberta

1.0 Call to order

The Annual General Meeting was called to order by the ATRA President, Lorraine Grover, at 13:50

2.0 Action to the agenda

The agenda was accepted as presented in the Annual Report.

3.0 Introduction of Board Members and Special Guests

President Lorraine Grover introduced the Board Members, Chapter Chairs, Executives and CTRA representatives.

4.0 Rules of Order

Darlene Murphy, Administrative Assistant, reviewed the rules of order as listed in Annual Report.

5.0 Action on the Minutes of the 2009 Annual General Meeting

Motion by Debbie Lake and seconded by Kathy Peters that the minutes of the 2009 Annual General Meeting be approved. CARRIED.

6.0 Old Business:

None

7.0 Board Reports

All board reports were included in the Annual Report. Members were given the opportunity to direct any questions to the board. Members asked when the full HPA document will be available to members and were apprised that, although the document is not currently available until we hear more about the status of our application, Jane Papenhuyzen will be slowly releasing key sections of the document through the ATRAbute or other mailings to members.

Motion by Renate Sainsbury and seconded by Wendy Brown that the board reports be accepted as presented. CARRIED.



prior minutes

8.0 Action on the 2009/ 2010 Financial Statement

The 2009/2010 Financial Statements were presented by Darlene Murphy, Administrative Assistant. The financial statements were printed in the Annual Report. Darlene Murphy responded to questions on the floor regarding membership fees and memberships, profits, bank charges and credit card processing fees, membership numbers, symposium profits, profits for advertisements in the ATRAbute, ongoing website fees, and the cost of awards.

Motion by Brandi Hubl and seconded by Glenn Skimming that the 2009/2010 ATRA Financial Statements be accepted as presented. CARRIED.

9.0 New Business:

none

10.0 Elections:

Glenn Skimming and Barb Smith were appointed as scrutineers in the event a vote was needed.

EDUCATION LIAISON- Nominees: Kathy Ervin and Tommiias French
Successful Candidate: Tommiias French

Motion by Barb Smith and seconded by Debbie Lake that the ballots be destroyed. CARRIED.

PRESIDENT - Nominees: Lorraine Grover and Kari Medd
Successful Candidate: Kari Medd

Motion by Leslie Baker and seconded by Glenn Skimming that the ballots be destroyed. CARRIED.

11.0 Announcements:

Vice President Jane Papenhuyzen thanked both Lorraine Grover and Erin Turnell for their contributions during their tenure on the ATRA Board of Directors.

12.0 Adjournment

The 2010 Annual General Meeting was adjourned at 14:45.



highlights

2011 Board Highlights

Your ATRA Board continues to prepare for regulation under the HPA.

What has ATRA done for you this year?

- Modified the CEU Reporting Form for 2011 - 2012.
- Created a section on the ATRA website specifically for current/potential students and new graduates in Recreation Therapy to ensure they have the information required to meet the educational standards required for entry to practice.
- Upcoming advertisement in the HSAA Challenger to increase awareness amongst other professions regarding ATRA's intent to become regulated under HPA.
- Modified the ATRAbute to be published as a professional journal/resource with referenced articles that provide members with information regarding current best practice & new research in our field. The premier edition will be ready for January 2012.
- Established two new Professional Advancement Committees that assist in preparation for regulation under HPA.
 1. Continued Competencies & Continuing Education Committee - North Chapter
 2. Supervision of & Delegation to Assistants & Aides– South Chapter



reports

PRESIDENT REPORT - Kari Medd

Welcome to the ATRA Annual General Meeting. Unfortunately, another commitment arose for me and I respectfully send my regrets for not being able to attend this year's Symposium & AGM. Our trusty Vice-President has kindly agreed to oversee the AGM on my behalf. On that note I would like to extend gratitude and appreciation to Jane Papenhuyzen for her dedication and commitment to our association over the past 5 years. Thank you does not seem to be enough to recognize the work she has done for our association. The ATRA board & fellow members truly appreciate and value the time she has spent and the knowledge she has shared as Vice-President. ATRA looks forward to her continued involvement with our association in whatever capacity that happens to be. The Board also looks forward to welcoming and supporting a new Vice-President.

At this time I would also like to extend a huge thank you to my fellow board members who have guided me through my first year as president. We have a great gathering of ideas and passion for our profession at the table for our meetings. Thank you as well to the membership for allowing me this learning opportunity.

The past year has provided many new opportunities for ATRA. The board continues to move forward in preparation for regulation under the Health Professions Act. Most notably is the establishment of two new Professional Advancement Committees. The purpose of these committees is to further explore what areas require development as the association moves towards functioning as a college. The areas identified for exploration and development at this time are Continued Education & Continuing Competence, and Supervision & Delegation of Aides & Assistants. These committees were delegated to the North & South chapters respectively. Central chapter will continue with the responsibility of the Membership Review Committee. What the board has asked the chapters to do is research what similar colleges are expecting of their membership in these areas so that ATRA has a better starting point for developing protocols required under HPA.

As president of the association I have had the opportunity to attend a Work Force Summit hosted by Alberta Health Services. Discussions were held to identify solutions and goals for health workforce issues. Some of the issues surrounding workforce shortages that were discussed include reduced number of graduates from various healthcare programs, a shift in graduates' career expectations and an increased number of health care workers retiring over the next 4-5 years. Issues that may be significant to ATRA include "Academic Preparation" and "Collaborative Practice & Inter-professional Education".

ATRA was also invited and attended meetings with the University of Alberta regarding availability of courses required for entry to practice in Recreation Therapy. These are ongoing discussions and nothing is guaranteed at this time, being asked for input is another step forward in establishing a working relationship with the University of Alberta.

Recreation Therapy continues to be a growth profession in the labour market & the board will continue to promote & advance our profession.



reports

VICE PRESIDENT REPORT - Jane Papenhuyzen

This has been a recovery year for me following 4 years of a head-on push to complete ATRA's HPA submission. To date, we have had two contacts from Alberta Health and Wellness, Health Professions but no new update on any timelines. We are still awaiting review of our submission by the Health Professions Advisory Board.

In 2005, ATRA made an agreement with Therapeutic Recreation Ontario (TRO) to exchange TRO's Standards of Practice with a copy of our HPA submission. I met with the TRO past-president in May 2011 to present this copy and to complete our arrangement. An agreement has been drafted with TRO as to how they will reference the use of our document as they continue their submission for regulation. They have NO permission to copy our document. TRO looks forward to an ongoing collegial relationship with ATRA as our two provinces continue to move forward toward regulation.

I highly appreciate the opportunity to have been the ATRA Vice-president for the past 5 years. I will continue to be a voice for the regulation of recreation therapy in Alberta and look forward to supporting the new VP who is elected at the October AGM.

MEMBERSHIP REVIEW COMMITTEE REPORT - Jane Papenhuyzen, Chair

Five to six central chapter members continue to volunteer with the ATRA Membership Review Committee. The Committee has met once per month through the year, reviewing an average of 4-6 applicants per month. One exceptional month had 9 new ATRA applicants to review. The Committee reviews new applicants to ATRA to ensure they meet the Professional Membership Criteria as outlined at <http://alberta-tr.org/pages/BecomeMember/categoriescriteria.aspx>.

As chair, I correspond directly with any declined applicants, and as requested, contact employers who may require additional information. Opportunities for upgrading or bridging are made available on a case-by-case basis when long-term practicing applicants are short 1-2 therapeutic recreation courses due to older curriculum.

The Committee liaises regularly with the ATRA Educational Liaison regarding curriculum changes and course requirements. Curriculum templates from educational institutions across Canada are followed to increase objectivity in applicant approvals.

I have been re-appointed by the ATRA president for a second one-year term as the Committee Chair.



reports

SECRETARY/TREASURER REPORT - Carmen Hala

Hi Everyone! I trust you all had a great summer and had time to relax with your family and friends. Now that the summer has past it is beautiful to see all the colours of fall.

ATRA has reconvened since the summer and are ready to work hard to ensure our members are well served. We last met on September 10, 2011 as a regular full board and also worked to prepare for this year's AGM.

I sincerely appreciate and continue to check on our messages and emails from our members. All of your messages were relayed to those committee members that are the experts at finding answers to your important questions/ concerns. We encourage any further questions from our members to continue to be brought to our attention.

Although the summer was great, your ATRA board members were working hard to ensure ATRA was moving forward. Other than telephone and email messages, here are some other important pieces of information you may wish to know. The committee continues to work towards:

- Completed the 2010/2011 financial audit
- Monitoring the HPA document submission and the release of segments to ATRA members
- Maintaining open communication with CTRA and other complimentary boards.
- Improving the ATRA website and implementing a Students section
- Creating committees with in our chapters to share responsibility of consulting stakeholders and their processes for membership and continued competency, liaise with therapy assistants and aides
- Working with educational institutions and inquiring members to clearly define Therapeutic Recreation programs and outlining courses required to become a member of ATRA
- Continued discussion on what the Membership Review Committee can accept for educational courses and programs
- Assistance with the Symposium Committee



reports

EDUCATION DIRECTOR REPORT- Tommias French

Being elected as ATRA's Education Liaison October 2010 has been an amazing year of both personal and professional growth. Having been a fairly recent graduate (University of Alberta 2008) my experience as a Recreation Therapist was somewhat limited. I did know, however, that I had the enthusiasm and drive to get involved within ATRA to better learn about and contribute to this profession.

My role initially entailed familiarizing myself with the position's responsibilities, ATRA's Board Manual and related policies and procedures. Primarily, as Education Liaison I was responsible for liaising with post-secondary institutions, educators, potential/current recreation therapy students, current recreation therapists, and other professional disciplines regarding ATRA's mission statement and the direction in which ATRA desires to move forward as a profession. This function of my role occurred on a continual basis and I tried to ensure that communication was completed in a timely manner.

In addition, the role of the Education Liaison was responsible for conducting the Annual CEU Audit. This responsibility really assisted me in familiarizing myself with the role. This specific responsibility allowed me the opportunity to learn about ATRA's educational expectations of its potential and current members. Working through this audit process and through conversations and feedback from the membership this illustrated that ATRA needed to further clarify the continuing education expectations. Thus, this resulted in two developments to better inform the membership of continuing education expectations. First, to better inform our current professional members of expectations more clear parameters were developed by more clearly defining codes on the CEU Reporting Form. These modifications are reflected on the updated 2011 – 2012 ATRA CEU Reporting Form, which have been mailed to the membership. Second, to better inform and assist students with their decisions to become the future of Recreation Therapy a section was developed on the ATRA website to specifically address the needs specific to students.

This has been a challenging and yet rewarding year stepping into the role of the Education Liaison. I first wanted to thank the membership for their vote of confidence in my ability to fulfil this role. It is my intention to execute the responsibilities as the Education Liaison and to help this position grow as the profession changes and the needs of membership change. I wanted to further thank Erin Turnell with imparting her wisdom and experience to assist me with my transition into this role. And, finally, I wanted to thank the Board of Directors along with ATRA's Administrative Assistant for all of their patience, wisdom, humour, and guidance. This has been a year of growth and I am so grateful. Because of this opportunity I do feel that I have become a better colleague, professional, individual and that this has truly pushed me to strive and become a better practitioner for those that I serve.



reports

COMMUNICATION DIRECTOR REPORT- Colene McCuaig

TR Week 2011 was again a success. Proclamations were sought from the city mayors and notices were posted within various media (e.g.. AHS, Covenant Health, HSAA website, Education Resource Centre, etc.). Many recreation therapists from around the province celebrated in different ways the successes of our profession as well as educating others about the wonderful things that we accomplish through our work. If you have some great ideas please forward them to me so that we can exhibit them in our e-newsletters. I have also been seeking out ideas of what our membership wants to see ATRA provide. Please also forward any ideas to myself if you have not already had a chance to. We have ordered a few new items for our promotional sales. Come visit us at the Symposium or order some items through Darlene at the ATRA office.

The Annual Awards banquet is quickly falling upon us. Preparation for this has also been a busy time. From seeking out who this years volunteers have been throughout the province to reviewing nominations for the Professional Awards. Please consider nominating colleagues each year. It is an honour to get nominated by a peer and a pleasure to receive an award for the excellent that work that we do each and every day.

I have attended the various meetings throughout the year, whether they be via Skype or in person. The executive has been busy trying to advance our profession. We are trying to find bigger and better ways to educate the public through newsletters and magazines.

NORTH REGION REPORT- Renate Sainsbury

Executive initiative to increase member attendance: According to our 2010 survey, members would like: the 1 CEU to be a part of Chapter meetings; to continue with Telehealth site locations; and to alternate between 3-5 pm and 5-7 pm to accommodate members who cannot attend during work hours. Meetings have averaged 18-20 people and have continued to alternate between 3-5 pm and 5-7 pm which has been met with a positive response and good attendance.

Social Committee developed to promote networking among ATRA members and other TR professionals: ATRA Northern Chapter has undertaken a new initiative to foster collaboration and professional networking among its members, students, and prospective members. Recreation therapists and students have been invited to two "TR Tuesday" events, with excellent feedback to date. The majority of participants -- with 20 – 25 at each event to date --state that they appreciate the chance to network and meet other ATRA members. Non-members are provided with membership forms and have access to ask questions to ATRA members.



reports

NORTH REGION REPORT- continued

Membership Non-Renewal: The Executive tried to address the issue of membership non-renewal in our region. The Vice-Chair contacted members who did not renew with ATRA for the current year and discussed their reasons for non-renewal, the benefits of renewing and the process to renew. Non-renewed member response was that the membership was expensive and they did not see the full value of renewing. "What does ATRA do for me in turn?" was a common question. The Executive agreed that providing a document to the ATRAbute reiterating the benefits of ATRA membership and providing helpful links to information on the website could be useful. This has been put on hold because the ATRAbute format is changing and the spring issue was delayed.

TR Week: There was a quiet response from members when asked what they did for TR Week, however facilities did hold events. ATRA North Chapter hung banners from two city bridges, an honorarium was provided to Velma Roberts and Vanessa Bunio for their participation and help. Next year will look at the "Promoting TR" video with the Central Region.

CTRA Conference: North chapter members and executive agreed to provide two awards of \$1000 each as sponsorship money for the 2011 CTRA Conference in Whistler, BC. A sponsorship committee was formed and the sponsorship criteria and a call applications was sent to members. The sponsorship committee was pleased to receive 7 applications and after a difficult decision, awarded sponsorship to members, Daisha Weber and Jaclyn England. Daisha and Jaclyn plan to speak about their experience at the September 2011 North Chapter meeting.

ATRA Student Liaison: Thank you to Caitlin Kaminsky for acting as the North Chapter's student liaison between ATRA and Norquest College. She did a great job connecting Norquest student with ATRA by answering individual questions and providing information sessions.

Guest Speakers at North Chapter Meetings: In September 2010 Deanna LeSage presented about a new program in the community called "Challenge by Choice". Cross Level Services and Supports (108 St Building) and Canadian Mental Health Association have partnered up to facilitate this program. At our November 2010 meeting, Karen Lynch from Volunteer Alberta had a session titled "Quit Beating the Bushes for Volunteers"; The 2007 Canadian Survey of Giving At the January 2011 meeting Sheila Hallett for the Edmonton Seniors Coordinating Council spoke of the Creative Age Festival and encouraged members to get involved and at the April 2011 meeting Claudette McMillen from Ponoko spoke about her work with Concurrent Disorders.

I want to thank my executive for the great support and teamwork and also the professional members for taking the time to attend the chapter meetings.



reports

PALLISER CHAPTER REPORT - Judy Fredeen

Palliser Chapter has had a great year we have had several valuable education sessions at our meetings, a couple of which were "Choices and Changes", "Actions for life". Promotional items were purchased and distributed to each member to use at their facilities to promote TR week. An evening of bowling was enjoyed by staff from several facilities. Banners were hung at the Hospital. We are looking forward to another awesome year.

LETHBRIDGE CHAPTER REPORT - Amanda Egger

Education: November 25th: Elder Abuse presented by Constable Dan Walton and Marlene Van Eden (CHR);
March 16th: Nutrition Awareness (St. Therese Villa)

Executive Changes: There has been many changes within our chapter executive throughout the past year which has been challenging. We continue to work through the changes to progress our profession.

Summary: Over the year we talked about potential education opportunities, and planning an ATRA orientation for TRG students. We also discussed changes in staffing at Bridges, and changes to how TRG instructors would be teaching (from home). There was a playground built at St. Therese Villa, and a request for volunteers. There was discussion of Seniors of Distinction Event, and changes with AHS. AHS now is under Allied Health. Discussion about future meetings, and questions about promo items to be sold at symposium. Lethbridge Chapter approved a 250.00 scholarship to a second year student, in the TRG program, completing TRG 200 (fieldwork placement) with excellence. This was approved for 3 years. We discussed Fieldwork, TR Week, 2010 ATRA Symposium Sponsorship (\$390.00), suggested students volunteering for conference to offset costs: In the past students have volunteered at the symposium to get a discounted rate. This is something to look into for the next symposium. Money from ATRA for Sept. presentation to LC students. Discussion about what items should ATRA supply for ATRA week – Ideas included: ATRA brochures, posters, T-shirts, Power point presentation, Car Flags. What did sites do for TR week this year? Naomi Feil workshop – There hasn't been enough votes from the Lethbridge Chapter to decide to have Naomi Feil do a workshop in Lethbridge.

CENTRAL REGION REPORT- Glenn Skimming

As a group we started this past year slowly but gradually gathered momentum as thanks to the hard work of the Central Region board. This past year we had several well received and attended education sessions starting with: Jerrie Holland who showed us what Cup Stacking was on January 13th, 2011. Recreation Therapists from Central Region then gathered for a evening of fun in during TR week in February, Susan Hall a Holistic therapist/aroma therapist demonstrated the benefits of Essential Oils on March 24th 2011. Shannon Hubbert, who received our first



reports

CENTRAL REGION REPORT- continued

sponsorship to attend the CTRA conference in Whistler in May talked about “Examining Current Knowledge around standardized assessment tools and moving forward” at our June 23 Central Region meeting. We did have had two tele-health sessions for rural members which we thought worked quite well. This format offers participants to acquire Education CEU’s especially rural Recreation Therapists, which can be challenging to obtain at times. This does take some planning but can be done through AHS and with centres that have the tele-health technology. Two mail outs were tried with great success, Central chapter members thought this a good idea to try once in a while but not for every meeting

Most of our energy was being spend preparing for our next ATRA symposium this October 13-15 here in Calgary. Rod Dieser who will be our Key note speaker and he will be leading two break out sessions as well. We should have close to 140 attendees for our Symposium.

Finally, I want to say thanks for all the hard work that the past two Symposium committees have committed to this past 2 years. I know it has been a tremendous learning experience for all of us.

ADMINISTRATIVE ASSISTANT REPORT - Darlene Murphy

My position this year was busy providing administrative support to the members of the board of directors as they carried out their duties as well as taking care of the office and our membership needs.

Correspondence: Responded and/or forwarded written correspondence, voice mail and email. Email continues to be the preferred method of correspondence by our membership - some months I respond to over 200 emails. The electronic newsletter was distributed at least once per month, and sometimes two or three times per month, over the past year and helps to keep our members up-to-the-minute with ATRA news and announcements.

Membership Processing: We finished the 2010/11 membership year with 406 members, which was a slight increase (5%) from the previous year’s total membership of 389. A breakdown of members by region and by membership category is shown below.

Members for 2010/11 Membership Year = 406

North Region	202	Registered Professional	364
Central Region	122	Associate	6
Lethbridge Chapter	60	Student	36
Palliser Chapter	15		
Other	7		



reports

Financial: I completed the day to day accounting, including paying bills, depositing all funds and reconciling the bank statements. As well, I produced both quarterly financial reports and year end reports. I worked with the Symposium Committee so that credit cards could be accepted for conference registration. I calculated and sent membership disbursements to the regions and chapters.

Administrative Duties: I continued to fill and send any orders for promotional products which arrived at the office. I completed an administrative and membership report for each of the board meetings this year and the Association's manuals were updated as required. In addition, I produced the AGM report for this meeting and designed and printed the program for the Awards Luncheon. The Society's Annual Return was completed and filed with Corporate Registry. I updated the website with information, job postings, news and events as required, attended the Board of Directors Meetings and, when required, the Membership Review Committee meetings. In addition, I kept the office and filing in an organized fashion.

nominations

Three individuals complete their terms this year: Vice-President, Secretary-Treasurer and Communication Director. There was no response to the call for nominations for these positions. The incumbent Communication Director, Colene McCuaig has agreed to let her name stand again for this position and her biography is below. Nominations will be taken from the floor for the positions. Please consider allowing your name to be put forward, this is a critical time for ATRA and, with such a small board, we need to ensure that all positions are filled.

Colene McCuaig - Communication Director

I have been the Communications Director over the past year and a half. I work full time on the Post Acute Rehabilitation Program, which is the only rehabilitation program in South Western Alberta, and have been there over the last 9 years. I also have 8 years of experience working in a long term care setting. I have held several positions within our local chapter of ATRA over the past 17 years including Chairperson for several terms as well as Treasurer. My family is still young, I have two children ten and seven who keep me very active. I also play indoor soccer, volleyball, slow pitch and dragonboat!



financials

September 14, 2011

To Whom it may concern:

The Alberta Therapeutic Recreation Association's financial audit was completed on September 14, 2011 at 4:30pm. We (auditors') members of ATRA have reviewed the financial statements for the 2010- 2011 fiscal year and find no discrepancies.

Auditor's list:

Carmen Hala (ATRA's Secretary/ Treasurer)

Cathy McAlear (ATRA member)

Sherianna Duiker (ATRA member)



financials

Alberta Therapeutic Recreation Association Financial Statements Year Ended May 31, 2011

RECEIPTS	2011	2010
101 Membership Fees	99,790.00	97,653.00
102 CTRA Fees	9,700.00	9,800.00
103 Promotional Sales	3,353.00	1,619.00
104 Fund Raising	-0-	-0-
105 Symposium	6,784.00	2,730.00
106 Donations	-0-	-0-
107 Interest	385.00	18.00
108 Misc Income	-0-	1,069.00
TOTAL INCOME	120,012.00	112,888.00
DISBURSEMENTS		
201 Membership Disbursements	11,243.00	11,543.00
202 CTRA Fees	10,115.00	7,970.00
203 Contract Work / Honorariums	21,939.00	12,607.00
204 Postage / Courier	1,340.00	1,977.00
205 Printing	2,421.00	1,445.00
206 Office Supplies	219.00	1,548.00
207 HPA Expenses	503.00	618.00
208 Rent	3,240.00	1,500.00
209 Insurance	1,830.00	1,760.00
210 Board / Committee Travel & Expenses	6,568.00	5,802.00
211 Telephone	1,214.00	1,133.00
212 Sponsorship / Advertising	2,143.00	2,000.00
213 Awards	2,016.00	1,931.00
214 Memberships / Registrations	-0-	-0-
215 Symposium Expenses	631.00	682.00
216 Website	3,927.00	4,883.00
217 Promotion Expenses	6,585.00	250.00
218 Misc Expenses	-0-	-0-
219 Bank Charges	2,160.00	2,318.00
220 Discipline Committee	-0-	-0-
221 HPA College	-0-	-0-
TOTAL EXPENSES	78,094.00	59,966.00
NET INCREASE (DECREASE)	41,918.00	52,922.00



financials

Alberta Therapeutic Recreation Association Financial Statements Year Ended May 31, 2011

	2011	2010
Bank Balance Beginning of Year	248,372.00	195,450.00
Net Increase in Equity (See Statement of Receipts & Disbursements)	41,918.00	52,922.00
Deferred Membership Receipts 2011/2012 (ATRA - 78,710.00 / CTRA - 8,250.00)	86,960.00	90,740.00
	-----	-----
Sub Total	203,330.00	157,632.00
MEMBERS EQUITY - BALANCE END OF YEAR	203,330.00	157,632.00
Year End Balance - North Region	15,907.35	11,937.85
Year End Balance - Central Region	14,113.17	7,903.84
Year End Balance - Lethbridge Chapter	313.85	3,547.27
Year End Balance - Palliser Chapter	1,207.04	313.85



Alberta Therapeutic Recreation Association

**8038 Fairmount Drive SE
Calgary, AB
T2H 0Y1**

Phone: (403) 258-2520

Fax: (403) 255-2234

www.alberta-tr.org