



Alberta
**Therapeutic
Recreation**
Association

09/10 Annual Report

Living well ... being healthy



Awards Luncheon and Annual General Meeting

Saturday, 16 October 2010

12:15 - 3:30 pm

Greenwood Inn & Suites
3515-26 Street NE
Calgary, Alberta



agenda

- 1.0 Call to Order
- 2.0 Action on the Agenda
- 3.0 Introduction of Board Members and Special Guests
- 4.0 Rules of Order
- 5.0 Action on the Minutes of the 2009 Annual General Meeting
If there are no corrections, it would be in order for a member to move that the minutes of the 2009 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 2009/2010 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
- 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, 2009

Greenwood Inn, Edmonton, Alberta

1.0 Call to order

The meeting was called to order by President Lorraine Grover at 1:55 p.m.

2.0 Action on the Agenda

The agenda was accepted with an addition to new business 9.02 Health Professions Act application.

3.0 Introduction of Board Members and Special Guests

President Lorraine Grover introduced the Board Members, Chapter Chairs, Executives, CTRA President, CTRA Western director, and Administrative Assistant Darlene Murphy.

4.0 Rules of Order

Darlene Murphy provided a brief description of the process and rules of order for the meeting and clarified the rules of debate and parliamentary inquiry during the discussion of a motion on the floor.

5.0 Action on the minutes of the 2008 Annual General Meeting

MOTION: Moved/Seconded by Kristi Getz that the minutes of the 2008 Annual General Meeting be adopted as circulated in the annual report. MOTION CARRIED

6.0 Old Business

There was no old business to discuss.

7.0 Board Members Reports

MOTION: Moved/seconded by Ellen Helgason/Judy Dravucz that the reports, as presented in the 2009 AGM package be adopted as circulated. MOTION CARRIED

8.0 Action on the 2008/2009 Financial Statements

Darlene Murphy responded to questions on the floor regarding membership fees and deferred memberships, profits, bank charges and credit card processing fees, membership numbers, CTRA symposium profits, Profits for advertisements in the ATRAbute, ongoing website fees, and the high cost of awards. It was clarified that more membership fees came in early this year because of the discount incentive, that credit card fees are 5%, ongoing website fees are approximately \$350/month, and that the awards were bulk ordered for the next 5 -10 years. Jane Papenhuyzen clarified that there is no cost to apply for the HPA but there are costs in hiring a registrar and savings are needed for complaints investigations.

MOTION: Moved/seconded by Kate Harrity and Rose Chabot-Greico that the financial reports, as presented in the 2009 AGM package be adopted as circulated. MOTION CARRIED

9.0 New Business

9.01 Amendments to Professional Membership criteria

MOTION: Motion moved/seconded by Jane Papenhuyzen/ Keri Medd that ATRA's professional membership criteria be amended to read: Degree or diploma in recreation therapy, therapeutic recreation, or recreation and leisure studies from a nationally or internationally accredited post-secondary institution. Degree or diploma in a related health field will be considered on an individual basis provided the course content criteria have been met.

MOTION CARRIED



prior minutes

Jane Papenhuyzen clarified the change will broaden restrictions and align our association with the HPA application. This motion will allow the Registration Committee to focus on course content instead of title of degree or diploma.

MOTION: Motion moved/seconded by Jane Papenhuyzen/Wendy Brown that ATRA's professional membership criteria be amended to include: New graduates as of May 1, 2011 will be required to demonstrate completion of a minimum of 320 hours of internship placement/practicum. A minimum of 250 hours of this placement must have a clinical component and be completed under the supervision of a recreation therapist who is registered with their provincial association. MOTION CARRIED

Jane Papenhuyzen clarified that clinical is defined as a recreation therapist that is currently registered with ATRA and following ATRA's standards of practice. The number of hours was determined by comparing educational institutions in the province.

MOTION: moved/seconded by Lorraine Grover/Jane Crawford that with the ready availability of distance learning in the therapeutic recreation, ATRA's professional membership criteria be amended to delete the following clause: In the event of a Therapeutic Recreation course not being attainable, applicants may substitute one additional general recreation course and on additional supporting course. MOTION CARRIED

9.02 HPA Application

Jane Papenhuyzen encouraged everyone to read the power point presentation regarding the HPA application that is available on ATRA's website. The application is not complete and is still being edited by members. Jane Papenhuyzen clarified that we are distinct in our profession because unlike psychologists we participate in positive leisure experiences with our patients. ACTION: Jane Papenhuyzen will continue to update membership re: HPA application.

10.0 Election of directors

The board acclaimed Jane Papenhuyzen as Vice President of the ATRA board of directors for the 2009 – 2011 terms. The board acclaimed Carmen Cossey as the secretary/treasurer of the ATRA board of directors for the 2009 – 2011 terms. The board acclaimed Jennifer Ertel as the Communications Director of the ATRA board of directors for the 2009 – 2011 terms

11.0 Announcements

Wendy Brown announced that the Alberta Adult Day Support Program Manager's Association has created a Canadian Association named the Canadian Coalition of Adult Day Support Services. She asked that anyone involved in a day support program contact her for more information.

12.0 Adjournment

MOTION: moved by Beryl Grosso that the meeting be adjourned at 3:06 pm. MOTION CARRIED



reports

PRESIDENT REPORT - Lorraine Grover

I am pleased to report that in August of this year, our completed application for self-designation of recreation therapy under the Health Profession's Act was submitted to the Honorable Gene Zwozdesky, Minister of Health and Wellness. Thank you to the many work groups and especially to Jane Papenhuyzen, Vice-President, for spearheading the application process. While the application has been submitted, we are still awaiting government acknowledgement of our application and the next steps in the process. Your Board of Director's will continue to keep you up-dated on the process.

To heighten our community profile, we are pleased to provide sponsorship to the:

1. The Alberta Seniors' Falls Prevention Program – Finding Balance. Look for the ATRA logo on their website and media information. www.findingbalancealberta.ca. I also represented ATRA on the Advisory Council for this campaign.
2. A booth sponsorship at the 2010 Provincial MS Conference, October 29 to 30 in Calgary.

Over the last year I have completed and participated in the following tasks:

- Attending and organizing Board meetings/Telehealth sessions/ Skype meetings.
- Continued to provided feedback and edits to the HPA application,
- assisted with the submission of the final document to Alberta Health and Wellness.
- Provided the Alberta Government with edits and feedback on occupational profiles for Recreation Therapy and Recreation Therapy Aide/Assistants.
- Recruited for the vacant Communications Director position. Thank you to Colene McQuaig for agreeing to accept this position.
- Worked with Revera Living to set-up a strategic partnership to promote recreation therapy through the hiring of professional members of ATRA. This company has also kindly agreed to be a sponsor for our up-coming 2010 ATRA Symposium and their company will be represented on the reaction panel with Dr. David Austin.
- Represented ATRA at the 2010 CTRA Conference in Hamilton, Ontario at the Provincial Partner's Meeting.
- Met with Norquest College regarding the promotion of provincial learning institutions in Alberta by ATRA. Norquest has worked with ATRA to ensure that their 2-year diploma program qualifies for professional membership standards and they are in the process of ensuring that Norquest will meet practicum hour/clinical component changes voted on by membership at the 2009 AGM. (As of May,2011: new graduates must have a minimum of 320 hours of internship placement/practicum. A minimum of 250 hours of this placement must have a clinical component and be completed under the supervision of a recreation therapist who is registered with their provincial association).
- Met with Heather Baker, President of TRAAC, to discuss ATRA providing guidance to TRAAC for setting up chapters in their region.
- Worked with the Administrative Assistant to up-date banking services on the ATRA Board account.



reports

- Met with the chair of the Membership Review Committee to review processes in place for accepting membership and committee concerns.
- Worked with CTRA to streamline the registration process for the ATRA/CTRA joint membership agreement.
- Attended chapter meetings and educational opportunities.
- Continued to respond to membership questions/concerns.

I have decided to let my name stand for two more years and if membership is in agreement, I look forward to once again working with returning Board members, Jane Papenhuyzen, Vice President, Colene McQuaig, Communications Director, Carmen Cossey, Secretary/Treasurer and Darlene Murphy, Administrative Assistant. Thank you to Erin Turnell, Education Liaison, who is leaving us this year for pending motherhood.

Thank you also to the Central Region and Jane Crawford and Barb Smith, co-chairs for organizing this year's symposium with Dr. David Austin as our key speaker. I am pleased to be part of the reaction panel with Dr. Austin.

As always please email me at president@alberta-tr.org if you have any questions or comments.

VICE PRESIDENT REPORT - Jane Papenhuyzen

On August 14, 2010, the ATRA Board, on behalf of its members, sent our written submission to the Minister of Health and Wellness for the regulation of recreation therapy in Alberta. This submission outlines how regulation of recreation therapy in Alberta is in the public interest and why the HPA should be amended to include the profession of recreation therapy as a regulated profession.

To support the completion of this submission, workgroups took place in November and December to assist with document editing and feedback. Unfortunately, a province-wide snowstorm impacted a December workgroup which was to take place via telehealth. Many individuals provided feedback regarding the role of recreation therapy in their workplaces, which added context in the submission regarding our profession's role within collaborative and multidisciplinary health service teams. Thanks to all.

In December and January, I worked with external consultants to obtain feedback on our proposed processes for regulation and overall content of our submission. Based on this feedback, I revised many sections of the submission to ensure our position for regulation was as clear as possible regarding the protection of the public. A revised competency profile and position on restricted activities was shared with members in the Spring ATRAbute.

External feedback also led to the development of the Stakeholder Consultation Committee. This Committee spent May and June contacting, organizing and meeting key health stakeholders about the regulation of recreation therapy.



reports

Through focus group and 1:1 formats, the Committee presented a powerpoint presentation and discussed key questions regarding the regulation of recreation therapy. Thank you to Northern chapter members: Dianne Bowtell, Kari Medd, Deanna Lesage, Renate Sainsbury, Glenda Heale, Tanea Forward, Kim Yachimec, Carmen Cossey and Shelby Bjarnason.

In June, I attended the annual CTRA conference in Hamilton, Ontario. The TRO Update session provided a valuable overview of Ontario's timelines for applying for regulation. As you know, ATRA and TRO have been partners in the regulation process since 2005, when ATRA members accepted TRO's Standards of Practice in exchange for sharing our application for regulation. In Hamilton, I reviewed our application to date with the TRO past and current presidents and provided insight into some of our arguments, particularly defining our risk to the public, in order to assist them with their multi-year process. I also connected with TRAAC to review our respective province's statuses and processes for regulation. This Interprovincial sharing is a valuable asset to our HPA application as it demonstrates that Alberta is not working in isolation of other provinces and that our profession has consistencies in its competencies, risk and education.

SECRETARY/TREASURER REPORT - Carmen Cossey

The responsibilities of the secretary position were completed by recording and circulating the Board of Directors and Full Board of Directors minutes to the Executive and the Chapter/Regional Chairs, in addition to assisting with compiling submissions for the ATRAbute. Also completing financial audits and sending out general announcements also to members of the Board and Full board.

This past fiscal year, our Association had a surplus of \$52,922.00. Compared to last year's receipts, we have experienced a decrease in cost of items such as postage, printing, insurance, telephone, awards, symposium expenses, and the ATRA website. Board/ Committee Travel & expenses have increased since last year with the addition of a board members and generally improved attendance by all board members to board meetings. Increases in expenses have also occurred with contract work, HPA expenses, rent, sponsorship and advertising, promotion expenses, and bank charges. Office supplies have increased significantly due to the opening of the new ATRA office and the need for furniture and storage for ATRA meetings and documents. Members equity increased again this year as we, the Board of Directors, strive to make decisions based on the best interests of all members and the Association.

As a new Board member and entering into my second year, I feel fortunate to be learning from some very dedicated and intelligent people. I feel being a part of the ATRA board has inspired me to grow and strive to become the very best at providing Recreation Therapy to my clients. I am also amazed by the effort exemplified by all of our members and thank them for all their hard work and for sharing with others in efforts to become a part of the Health Professions Act. I'd like to extend a thank you and good luck to our departing Board members and would like to welcome the upcoming new Board members!



reports

EDUCATION DIRECTOR REPORT- Erin Turnell

As my second year as Provincial Education Liaison comes to an end, I am once again encouraged to see the continued dedication to Recreation Therapy by the professionals in our province as well as the numerous emails from individuals inquiring about the profession. I feel confident that with the knowledge and passion of the Recreation Therapists in Alberta, and with the new graduates entering the workforce that our profession will continue to grow and promote itself as part of the health care continuum.

Over the past year, I completed the following tasks as Provincial Education Liaison; worked with the Membership Review Committee on the membership requirements for new applicants, completed a random audit of continuing education units, liaised with the Symposium Planning Committee, and responded to numerous inquiries regarding professional membership status. I have also been working on a Q&A information sheet for the ATRA website and this will hopefully be completed and on the webpage by the time of the ATRA AGM in October 2010.

I would like to thank the ATRA Board members for their continued guidance and assistance over the past two years. I have enjoyed my position as Provincial Education Liaison. The opportunity to work with and meet other dedicated professionals has been extremely rewarding. I am finishing my term on the ATRA Provincial Board however will continue to be involved with ATRA as much as possible.

COMMUNICATION DIRECTOR REPORT- Colene McCuaig

Just new to this position in April 2010, I have been busy starting the preparation work for the 2010 ATRA Awards Ceremony. I have received a few nominations. This year's award ceremony will again be a celebration of our many volunteers who have given so much of their time to make ATRA as successful as we are, as well as to highlight a few special colleagues for the excellent work they continue to do throughout each year.

I have been fortunate to be able to have input into the many new promotional items that will soon be available for purchase. Please watch for them.



reports

CENTRAL REGION REPORT- Glenn Skimming

Greetings from Calgary! Where has the year gone? It seems like only a short time ago we were having our first Central Region meeting for the new chapter board for 2009/10 and here we are having our election for the new board members here in the Central Region for the next year. I wish to thank all of the board members for their hard work this past year Jessica Ross, Gerry Muckle, Megan Booi, Pam Wong, and Monica Veness, all worked very hard this past year and should be commended for their hard work. Pam should have collected air miles for her car as she drove in from Banff for most of our meetings.

We had some great discussions at our Central Region meetings. Some of which included how to get people out to our chapter meetings. We know that at the end of a busy day at each of our job locations how difficult it is to get in your car and make your way to a chapter meeting. Our first chapter meeting last September only had few people but we had great a discussion about how to get more people out to our chapter meetings. One suggestion was teleconferencing in from a central location especially for our meetings with an education component. We talked about a breakfast meeting, perhaps a spring fling in 2011 which could offer CUE's for education over a day or weekend.

We also had positive discussion about what to do for Recreation Therapy week which seems to sneak up on us so often every year. Questions about Recreation Therapy week were: should we just let each of the sites celebrate on their own? Do we advertise on Buses? Use Banners? (Costs and insurance were a factor here). One of the best suggestions was to design a DVD using pictures and music and run this during Recreation Therapy week. There are potential privacy issues, but those could be addressed with waivers at locations where they are used asking for permission to use pictures. What do you think?

We had some great speakers this past year: We had three speakers for our November meeting. They talked about Wheelchair sports in Alberta – presented by an athlete and his coach. The other two speakers presented Changing Lives – Rehab through Sports and Bridging the Gap – getting physically active. In January Jennifer Buchanan from JB Music Therapy talked about the benefit of Music Therapy for all age groups, Jennifer Buchanan also suggested a book to read which is called: "This is your Brain on Music" – written by Daniel Levin. At our meeting at Indefinite Arts in March we were able to get a taste of scrapbooking. If any of you have the chance to visit In-Definite Arts please do so. Finally, I want to say thanks to those of you who were ready, willing and able for all of us to share your work places for our meetings. We got to see work sites we might never have seen but for our ATRA meetings.

Finally, the Central Region has the pleasure to host the next two ATRA Symposiums here in Calgary and we are pleased to announce that Dr. David Austin is coming to Calgary this October. It has been a pleasure working for the Central Region. Please support your local chapters for the local executives work very hard for their regions/chapters.



reports

NORTH REGION REPORT- Kara Cooper

The North Chapter Executive wants to make sure that all North members know that funding has been available and will continue to be available (funds permitting) annually for both the ATRA and CTRA Symposiums. Members planning to attend a Symposium and who require funding are encouraged to apply for sponsorship. Keep up to date on the Sponsorship Committees' deadlines and guidelines via the web-site.

Volunteers are currently needed for the following positions: Secretary, Chair and Student Liaison. A huge thank you goes out to Jolene Eschyschyn (Secretary), Kara Cooper (Chair) and Ashley Dooley (Student Liaison) for their hard work and dedication spent on the Executive Committee. Any members interested in volunteering for these positions please contact Kara Cooper.

We have enjoyed a variety of speakers over the last year, each one providing 1 CEU! The presenters and their topics include: Katrina Cosentino & Joel Semeniuk – 'Laughter Yoga', Jim Koning – 'Motivational Interviewing & TR', Bob Holmes – 'Group Therapy and TR' and Deb Payne – 'A Population Health Approach for Fall Prevention'. Thank you to all our presenters. As a side note, each meeting is held at a different location throughout Edmonton as per members' request.

At the time of writing this report the next North Chapter meeting will be held on September 14, 2010 at Alberta Hospital. Deanna LeSage is going to be our guest, presenting "Challenge by Choice" - a new program run by Alberta Health Services and CMHC. The meeting after that will be held at the Grey Nuns Hospital, second week of November, 5:00 pm to 7:00 pm. Speaker TBA. Please be reminded that meetings are always available via Telehealth.

To maximize membership attendance a 'meeting format survey' was conducted to gauge memberships' preferences regarding meeting times and guest speakers. Membership decided to alternate meeting times between 5:00 pm to 7:00 pm and 4:00 pm to 6:00 pm, with each meeting to include an education component valued at 1 CEU.

ATRA North Chapter had the opportunity to provide sponsorship for the Edmonton Creative Age Festival - a celebration of the arts with seniors across the city, as well as the Edmonton Limelight Film Festival.

We continue to subscribe to The American Journal of Recreation Therapy; interested members can borrow a journal or two by attending meetings. The latest table of contents is added to the end of each meeting's minutes (which can be viewed on the web-site). Contact Amy Delday for more information.

The North Chapter was happy to celebrate TR Week by hanging banners off two different bridges in Edmonton as well as at the University of Alberta. Please note that these banners are available year round to members by request.



reports

Special thanks to our Student Liaison, Ashley, who hosted an ATRA Information Session at the University of Alberta in March. Focus was on: What is TR?, Practicum Placements and Q&A.

Executive: Kara Cooper, North Chapter Chair; Daisha Marshall, North Chapter Vice Chair; Amy Delday, Treasurer; Ashley Dooley, Student Liaison; Jolene Eschyschyn, Secretary

LETHBRIDGE CHAPTER REPORT- Shana Couillard

In February of 2010 the chapter hosted an information table/booth at a Health and Wellness Trade Show in Lethbridge. This was an excellent opportunity to speak with the general public about ATRA, Therapeutic Recreation's role in our community and services that are available in our area.

During TR week the students at Lethbridge College provided information, at a table/booth, to other students and people from the community. Two members were interviewed on our local TV news program and students from the college provided information about therapeutic recreation during an interview on their own "in house" TV monitor network.

The chapter hosted a social bowling event in February as well. This was a great way for members to network.

Changes have been made at the Lethbridge College program regarding their practicum placements, and this was the first year that students were placed with sites where these new specific requirements were in place. These requirements are in line with the HPA application process and require students to be placed under a member of ATRA.

The Chapter had an education information sessions from the Streets Alive Program. This program assist people in our community who are in need (including the homeless), through various programs such as foot care, employment, clothing, etc. A formal workshop was planned and then cancelled due to lack of registration.

The chapter will be focusing on including tele-health in meetings more regularly, and experimenting with new times for meetings, as a means of increasing attendance from even more of our members.

PALLISER CHAPTER REPORT- Judy Fredeen

Palliser Chapter has had a great year. We have had several valuable education sessions at our meetings - to mention a couple - "Choices and Changes" and "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.



reports

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. ATRA was finally able to move into their new office earlier this year which meant that I had lots of work to do - unpacking boxes and revamping the filing system.

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 as many as 150-175 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 2009/10 membership year with 389 members, which was a significant increase (14%) from the previous year's total membership of 341. A breakdown of members by region and by membership category is shown below.

Members for 2009/10 Membership Year = 389

North Region	193	Registered Professional	356
Central Region	125	Associate	4
Lethbridge Chapter	51	Student	29
Palliser Chapter	14		
Other	6		

I sent out membership renewal notices in February and processed both renewals and new memberships throughout the year. With ATRA again offering an "early bird rate", memberships came in very early this year! I coordinated the ATRA/CTRA memberships and ensured that information was sent to CTRA for each member.

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 Lorraine Grover, ATRA President, to update our bank accounts so that we had the ability to invest our surplus money into GICs to earn a little interest. I calculated and sent membership disbursements to the regions and chapters.

Promotional Items: I continued to fill and send any orders for promotional products which arrived at the office. In preparation for new items to be ordered we offered a sale on the older items earlier this year and were able to sell out just about everything. New promotional items have been ordered and will be showcased at this year's symposium. I coordinated a mailout of a TR Poster and information prior to TR Week in February.



reports

Reports: 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.

ATRAbute: Three issues of the ATRAbute were compiled this year and all were posted on the website for members to download.

Website: I updated the website with information, job postings, news and events as required.

Meetings: I attended the Board of Directors Meeting and, when required, the Membership Review Committee meetings.

nominations

Nominations are being accepted for two positions this year - President and Education Liaison. Information about members running for these positions will be available at the Annual General Meeting.




financials

September 14, 2010

To the Members of
Alberta Therapeutic Recreation Association
7140C Fairmount Drive SE
Calgary, AB
T2H 0X9

We the undersigned have reviewed the financial records of the Alberta Therapeutic Recreation Association as at May 31st, 2010. Through random selection, cheques issued and monies deposited were compared to transaction records/statements.

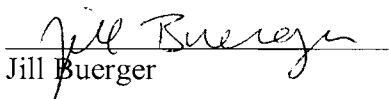
As members of the Alberta Therapeutic Recreation Association, we are of the opinion that the financial statements reflect the business of ATRA and that these transactions have been carried out fairly and without concern.


Carmen Cossey

Sept 14/10
Date


Tommas French

Sept. 14, 2010
Date


Jill Buerger

Sept. 14/2010
Date



financials

Alberta Therapeutic Recreation Association Financial Statements Year Ended May 31, 2010

RECEIPTS	2010	2009
101 Membership Fees	97,653.00	118,100.00
102 CTRA Fees	9,800.00	10,925.00
103 Promotional Sales	1,619.00	1,493.00
104 Fund Raising	-0-	-0-
105 Symposium	2,730.00	79,687.00
106 Donations	-0-	10.00
107 Interest	18.00	14.00
108 Misc Income	1,069.00	200.00
TOTAL INCOME	112,888.00	210,429.00
DISBURSEMENTS		
201 Membership Disbursements	11,543.00	9,780.00
202 CTRA Fees	7,970.00	7,588.00
203 Contract Work / Honorariums	12,607.00	11,368.00
204 Postage / Courier	1,977.00	2,345.00
205 Printing	1,445.00	11,628.00
206 Office Supplies	1,548.00	361.00
207 HPA Expenses	618.00	-0-
208 Rent	1,500.00	1,240.00
209 Insurance	1,760.00	3,520.00
210 Board / Committee Travel & Expenses	5,802.00	3,802.00
211 Telephone	1,133.00	1,325.00
212 Sponsorship / Advertising	2,000.00	-0-
213 Awards	1,931.00	4,283.00
214 Memberships / Registrations	-0-	50.00
215 Symposium Expenses	682.00	66,653.00
216 Website	4,883.00	20,901.00
217 Promotion Expenses	250.00	-0-
218 Misc Expenses	-0-	-0-
219 Bank Charges	2,318.00	2,039.00
220 Discipline Committee	-0-	-0-
221 HPA College	-0-	-0-
TOTAL EXPENSES	59,966.00	146,883.00
NET INCREASE (DECREASE)	52,922.00	63,546.00



financials

Alberta Therapeutic Recreation Association Financial Statements Year Ended May 31, 2010

	2010	2009
Bank Balance Beginning of Year	195,450.00	131,904.00
Net Increase in Equity (See Statement of Receipts & Disbursements)	52,922.00	63,546.00
Deferred Membership Receipts 2010/2011 (ATRA - 86,365.00 / CTRA - 8,775.00)	90,740.00	95,150.00
	-----	-----
Sub Total	157,632.00	100,300.00
Year End Balance - Education Account	-0-	1,065.00
	-----	-----
MEMBERS EQUITY - BALANCE END OF YEAR	157,632.00	101,365.00
Year End Balance - North Region	11,937.85	3,471.98
Year End Balance - Central Region	7,903.84	7,555.53
Year End Balance - Lethbridge Chapter	3,547.27	4,920.73
Year End Balance - Palliser Chapter	313.85	647.67



Alberta Therapeutic Recreation Association

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

Phone: (403) 258-2520

Fax: (403) 255-2234

www.alberta-tr.org