

**Thirty Second Annual Report**

**Northern Alberta Risk and Insurance Management Society**

**Thursday, May 27, 2010**

**Royal Glenora Club**

**Edmonton, Alberta**

**President**

**BRIAN PROCTOR**

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## Northern Alberta Chapter

### 2010 Annual General Meeting

#### Agenda

**Thursday, May 27, 2010**

**Royal Glenora Club**

**Edmonton, AB**

1. Call to Order
2. Approval of the Agenda
3. Approval of Minutes - Annual General Meeting, June 22, 2009
4. Directors' Reports
5. Financial Statements – Jason Bossert
6. Appointment of Auditor
7. Election of Officers
8. Other Business
9. Adjournment

## MINUTES

### ANNUAL GENERAL MEEETING OF THE NORTHERN ALBERTA RISK AND INSURANCE MANAGEMENT SOCIETY

Held on Monday, June 22, 2009  
at Northlands, Edmonton, AB

#### CALL TO ORDER

President Brian Proctor called the meeting to order at 12:05pm. Brian confirmed in accordance with the bylaws, as 10% corporate membership was present quorum attained.

#### AGENDA

**MOTION: (Baker / Klassen)** The proposed Annual General Meeting agenda be approved. Motion carried.

#### MINUTES OF ANNUAL GENERAL MEETING OF 2008

The minutes of the Annual General Meeting of 2008 had been distributed

**MOTION: (Simpson / Prozny)** That the 2008 Annual General Meeting minutes be approved.  
Motion carried.

#### REPORTS

Brian Proctor referred to the fact that committee reports had been distributed in the AGM package.

Highlights from the past year;

- Brian Proctor expressed his gratitude to all chapter officers for their time, effort and individual contributions throughout the past year.
  - Kelly Cornelius was recognized for the service level provided for membership enrolment and renewal. Currently 201 members with 53 associate members.
  - Thanks was extended to Jackie for her continued effort on the NARIMS website. Brian commented that further assistance was required from RIMS in resolving current issues which surround the NARIMS site management. Jackie will be reviewing website statistics including number of hits on NARIMS site. Advertising sponsorship may be an option for review.

Board of Directors Meeting of the  
Northern Alberta Risk and Insurance Management Society

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- A special thanks was delivered for Angela Leatherland. Record attendance beat out last years participation numbers. Further assistance is required from the group to provide recommendations on future sessions.
- Brian confirmed Lynda Lyttle's involvement on the National RIMS Educational Committee. NARIMS also continues to sponsor Grant McEwan students.
- Brian confirmed Cathy Myle's new involvement on the National RIMS External Affairs Committee. Brian thanked Cathy for the national committee updates brought forward at each meeting including changes to the Alberta Insurance Act as well as RIMS on the Hill for Canada.
- Brian confirmed activities for the RIMS Canada Conference to be held in Edmonton 2010 was moving forward. Each conference committee was actively involved in completing required assignments.

### **FINANCIAL STATEMENT**

The financial statements for the year ending December 31, 2008 had been circulated and were referred to by Jason Bossert.

Jason reviewed the overall management of the accounts, cash flow as well as the GIC investments. Discussions are on going in deciding what to spend the chapters money on. Jason confirmed NARIMS non-profit status could be jeopardized based on ongoing balance in account.

**MOTION: (Buzzio / Prozny)** A motion to approve the 2008 financials of the chapter. All in favour.  
Motion carried:

**MOTION: (Baker / Tassone)** A motion to appoint Givens LLP as auditor to NARIMS. All in favour.  
Motion carried:

### **ELECTION OF OFFICERS**

Slate of officers proposed for the next term had been prepared and circulated.

The Slate confirmed changes as follows:

- Vice President – Barbara Peter no longer VP as membership status changed. Gwen Tassone new Vice President for 2009
- President – Brian Proctor continues to hold Chair. Bylaws amended to accept running two consecutive terms
- Program – Kelly Cornelius will be the new Program Chair moving over from Membership
- Membership – Angela Leatherland to be new Membership Chair moving over from Program
- All other positions remain as is
- Kelly Cornelius will help to organize NARIMS events
- Sarah Brown responsible for the organization of the 2009 NARIMS annual golf tournament – total 88 golfers.

There were no other nominations from the floor.

Board of Directors Meeting of the  
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**MOTION: (Day/Simpson)** That the slate of proposed directors of NAIRMS be accepted and elected. All in favour.

Motion carried with no one opposed.

**NEW BUSINESS**

There was no new business.

**ADJOURNMENT**

**MOTION: (Tassone/Prozny)** That the meeting adjourn.

Motion carried. Meeting adjourned at 12:45 PM

Cathy Myles

Board of Directors Meeting of the  
Northern Alberta Risk and Insurance Management Society

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**AGM Attendance List**

- |                   |                      |
|-------------------|----------------------|
| • Kelly Chipman   | • David Buzzeo       |
| • Mark Day        | • Angela Leatherland |
| • Gwen Tassone    | • Christine Maligec  |
| • Jeanette Prozny | • Mike Poplett       |
| • Cathy Myles     | • Bill Baker         |
| • Kelly Cornelius | • George Simpson     |
| • Jason Bossert   | • George Klassen     |
| • Brian Proctor   |                      |

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## Northern Alberta Chapter

### PRESIDENT REPORT

#### Annual General Meeting – May 27, 2010

The past year has been another very busy time for the NARIMS Chapter and it has been a pleasure to serve my third term as President. With that, I strongly encourage each and every one of you to take the time to read each of the Directors' reports for further details of the activities that have taken place over this past year.

I am pleased to report our Membership has grown to 80 Chapter companies with a total of 252 deputy members on our distribution list - an increase of more than 20% over last year. Our strategy of promoting and providing quality programming appears to have paid off!

With that, our new Program Director has done an amazing job in bringing in quality speakers for our members on topics that have resulted in some record turn outs for our breakfast sessions, professional day and social events. The highlight being Richie Hall of the Edmonton Eskimos opening up our Professional Day with great enthusiasm to set the tone for the day.

Communications has been successful in establishing relationships with our partners down south (SARIMS) as well as with the IINA. This has allowed us to send notices to a broader audience which, in turn, has brought encouraging results. Event and meeting notices as well as activities of the Chapter are posted on our website at <http://northernalberta.rims.org/RIMS/NorthernAlbertaChapter/Home/>

On the topic of Education, our Director continues to sit on the National Education Committee (NEC) and provides the Chapter with the most recent developments being made at the National level. In addition, the Chapter continues to sponsor two students for each of our breakfast sessions in addition to sponsorship of the GMCC annual Risk Management Mixer. NARIMS also continues to support the Grant MacEwan Risk Management program by offering a \$1,500 bursary for students.

With respect to External Affairs our Director attended various functions throughout the year with outside agencies to express the Chapters view on amendments and changes to various Government Acts'. In addition, attendance at the annual RIMS Canada council meetings allowed the Chapter to receive the most up to date information on agenda items from our National Committee.

The Board is also working diligently with the 2010 RIMS Canada conference committee as Edmonton is the host city of this year's conference being held in September. Gwen Tassone and David Buzzeo are the Co-Chairs for the conference; which has been named "*Gateway to Excellence*". I encourage each and every one of you to spread the word about coming to Edmonton and attend the conference. The conference website is up and running and can be found at: <http://gatewaytoexcellence.com/>.

Finally, I would like to thank all of the Board members and their committees for their continued commitment to NARIMS and for volunteering their time and energy to ensure the Chapter remains strong and continues to serve the needs of all members. I look forward to serving as President for my fourth and final term.

Sincerely,



Brian Proctor, B.A., FCIP, CRM

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### MEMBERSHIP DIRECTOR REPORT ANNUAL GENERAL MEETING MAY 27, 2010

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During the past year keeping up with the changes to the membership has been continuous with 3 new members, 2 non renewals, and 1 consolidation of 2 existing memberships. The net effect has been that the membership remains consistent at 80 Chapter memberships to date. Efforts to expand member base were successful and our distribution now includes 252 deputy members, up over 20% from last year's figure of 206.

I would like to thank all the board members and current members who are doing a great job of promoting NARIMS to other companies and persons of interest. This seems to be the most effective form of expanding our membership and member base and promoting NARIMS to the risk management and corporate community.

I have enjoyed the last year immensely and intend to remain on as NARIMS membership director for the coming year.

Respectfully submitted,



Angela Leatherland



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## Northern Alberta Chapter

### Program Report 2009-2010

My first year as Program Director definitely was a valuable learning experience. Thank you to the Program Subcommittee for the "team effort" put forth. Without you, this year would not have been the success it was. The team: George Klassen, Karen Kokotilo, Donna McCaffrey, Bryce Dzenick, Amber Johnson, Kelly Chipman, Tanya Stegmeier, Simon Rinaldi and me.

Due to the RIMS Canada Conference being held in Newfoundland, there was no session in September.

Our first session was very timely in providing information on H1N1. The session was entitled "Pandemic Risk". Presenters included Janna Hart, Public Health Agency of Canada and Robert Lee, Managing Director of MINT Canadian Specialty, Ltd. The focus of the session was preparing for a pandemic crisis! There were 33 attendees.

Our second session was held on November 18<sup>th</sup> at the Mayfield Inn and the topic was "Reputation and Branding Risk". There were 33 in attendance. The Speakers were **Wojtek Wojcicki** and **Lynn Oldfield**. Excellent presentation, good food and great venue.

On December 9<sup>th</sup>, we held our Christmas Function at the Royal Glenora and for the first time, in conjunction with the IINA. There were 75 people in total. 48 from NARIMS and 27 from the IINA. There were some great door prizes donated, great entertainment provided by John Cook and his piano and from what I have heard, a great time was had by all. We donated to the Christmas Bureau once again this year. I believe \$900 and the IINA were also donating \$800.

The January Presentation was entitled "Security Technology" and was held at the Royal Glenora as a breakfast session on January 18<sup>th</sup>. The original speaker, Kevin Cady was unable to attend due to an urgent matter at this head office in BC and Sonitrol provided another speaker, **Wayne Boyd**. There were 39 guests in attendance. There were technological issues and Wayne's presentation was not as anticipated.

The February session was once again a "closed" session, practicing Risk Managers only. The session was attended by 10 individuals. This was a lunch session at the Mayfield Inn. Presentations were given on 5 different member companies of NARI MS focusing on where Risk Management fits in to their corporation. Well received by those in attendance and we have again been asked to hold a closed session twice a year. We'll work on fitting it in for 2010-2011 term!

Professional Day was held at the Mayfield Inn on March 10<sup>th</sup> and was started off with a short talk from Richie Hall, Head Coach of the Edmonton Eskimos. I'm sure everyone in attendance will tell you that he definitely started our day on the right foot. The session was held from 9 to 3. The topic was Green Construction and all presenters were very professional, informative and really did a great job! They were, Laura Plosz of Group2 Architecture Engineering Ltd., Cameron Munro of Clark Builders (A big thanks to Cam who stepped in literally last minute), Pat McCloskey of AON Risk Control with Randy Wenger of Atco Gas and lastly Michael Johnson of Aon. There were 37 in attendance.

The April session was a breakfast session held on the 14<sup>th</sup> at the Mayfield. There were 41 in attendance. The topic was Safety in the Workplace-Managing Risk due to Negligence. The presentation was given in a panel format and there were 3 presenters. Tim Peterson who is the GM of Health, Safety and Environment at North American Construction Group, Steve Connors, Partner at Brownlee Law LLP and Cathy Hughston, Account Manager at WCB. Great discussions took place and I think we could have added another hour on to the session!

The May tour has not been confirmed.

The Alberta Insurance Council is making their requirements for Continuing Education hours a lot tougher on course providers. For the sessions applied for this year, we were awarded 3 credits, 6 are pending for March and April and we were not awarded credit for the November session due to the lateness of our application. We will work really hard to improve our communication with the AIC next year.

Respectfully Submitted by: Kelly Cornelius, NARIMS Program Director  
April 16, 2010

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### ANNUAL GENERAL MEETING – May 27, 2010 WEBMASTER/COMMUNICATIONS DIRECTOR'S REPORT

The NARIMS website continues to be an important communications tool for NARIMS. During the year we have posted:

- announcements for educational sessions
- invitations to social networking events
- local career opportunities
- NARIMS business news
- photos from NARIMS events

We have also posted information provided by other organizations such as SARIMS, U of A, Grant MacEwan, and the McGannon Foundation at the request of these organizations.

Twenty-two email communications were sent to the NARIMS membership to announce (and remind of) NARIMS program breakfast sessions, NARIMS events (**Golf Tournament, Christmas Reception, Risk Manager's Forum, and Professional Day**), RIMS workshops, other NARIMS business and event information passed on from other organizations. In addition, notices of fourteen job postings were sent to the NARIMS membership. The NARIMS communications email distribution list now consists of 274 names.

We were pleased to provide support in promoting the 2010 RIMS Canada Conference, which included sending conference information to the NARIMS membership and posting information on the NARIMS website.

Photos and an article that we submitted to the Canadian Underwriter Magazine highlighting the joint NARIMS/IINA Christmas Function and the upcoming 2010 RIMS Canada Conference were published in the February 2010 issue of the magazine.

Respectfully submitted,

Jacquie Rocheleau, CIP, CRM

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## Northern Alberta Chapter

### Education Committee

#### Annual Report – May 2009 to April 2010

##### 1. National Education Committee (NEC)

Participated in telephone conference call meetings. Discussions included: enrollments & administration at universities and colleges, on-line study, enhancing existing programs, reviewing and updating text books (Canadian content, translation to French), reviewing and updating designations.

At the mid year meeting (Winnipeg, March 5<sup>th</sup> and 6<sup>th</sup>) discussion centered on Risk Management designation and new programs. Developed a number of action items with due date for the Annual Conference in Edmonton (September, 2010).

##### Highlights include:

1. Review of the Canadian Risk Management designation (pre-qualification and quality of course material).
2. Review of new Enterprise Risk Management (developed by the Global Risk Management Institute) and how to incorporate into the current designations as well as promote.
3. Continue working with Global Risk Management Institute assisting in the promotion of new programs and courses.
4. Review of the Risk Management program in Quebec (developing new programs and translation of new and current programs.)

##### 2. Professional Development & Advisory Committee (PDAC)

Reviewed a number of new programs for Risk Management professionals (Canada and US) and make recommendations to RIMS to accept these programs as either workshops or seminars. Meetings are via telephone conference calls held every four to six weeks.

##### 3. Grant MacEwan Bursary

The Northern Alberta Risk and Insurance Management Society Bursary of \$1,500. is awarded to a third term student within the Insurance and Risk Management Program who demonstrates financial need. The bursary recipient is selected by the GMCC Selection committee shortly after the April 30 deadline date.

##### 4. Miscellaneous Items

- Fielded range of requests regarding Risk Management Studies throughout the year.

Respectfully submitted,

Lynda M. Lyttle, BA, FCIP, RF  
Education Chair



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### External Affairs Director Report Annual General Meeting 2010

As a participant on the NARIMS Board as well as on the Communications and External Affairs Committee of RIMS Canada, this past year has been a very busy and rewarding experience.

The Communications and External Affairs Committee of RIMS Canada responded by invitation to a consultation paper on the proposed regulations for the Insurance Amendment Act 2008. All respondents' submissions can be viewed at:

[http://www.finance.alberta.ca/publications/insurance/regs\\_consultation/index.html](http://www.finance.alberta.ca/publications/insurance/regs_consultation/index.html)

**Significant Proposed Regulations include:**

- Disclosure of limitation periods
- Require insurance companies to participate in industry ombudservice organizations
- Facilitation of electronic transactions
- Innocent co-insured
- Fire insurance coverage – (fire following earthquake or a terrorist act)

On November 26, 2009, Bill 54, The *Personal Information Protection Amendment Act*, 2009, (the "Act") involving proposed amendments to the *Personal Information Protection Act* ("PIPA"), received Royal Assent. The Act will come into force once so proclaimed by the Lieutenant-Governor of Alberta.

Any organization that collects personal information should monitor the status of Bill 54 to ensure corporate privacy policies and procedures are updated to reflect change requirements. To read Bill 54 in its entirety, visit the Legislative Assembly Office website (click on Bills and Amendments and select Bill 54).

In March 2010, as a member of the Communications and External Affairs Committee, I attended the RIMS Canada Council annual meetings held in Winnipeg, Manitoba. Highlight agenda items included:

- Communications Plan and Legislative Handbook
- Joint and Several Liability
- Fire Following Earthquake and Terrorist Acts
- RIMS Conference – Edmonton September 2010
- Quality Forum

It is a pleasure and honor to be a part of NARIMS and the Risk Management Community.

Respectfully submitted,

  
Cathy Myles

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**Past President**

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## Northern Alberta Chapter

### RIMS Canada Council Delegate Report

Each Canadian RIMS chapter appoints a representative to the RIMS Canada Council (RCC). As a standing committee of RIMS, the RCC addresses Canadian strategic initiatives and issues, addresses the needs of Canadian Chapters, and promotes risk management across the country.

This term has been a very productive period for the RCC. In January 2010, the Council held an intense but valuable strategic planning session in Ottawa. The list of RCC strategic goals set in 2008 was reviewed, amended and prioritized. The process succeeded in establishing practical goals for the RCC and its subcommittees for the next few years.

The resulting four strategic themes are:

- 1) Effective volunteer leadership
- 2) Strong and engaged membership
- 3) "The" Risk Management Conference in Canada
- 4) Higher profile in Canada for RIMS and RCC as the global authority in risk management

Each subcommittee met for two days in March to develop short and long term plans to support the RCC's strategic plan. The RCC subcommittees include the National Conference Committee (NCC), Communications & External Affairs (CEA), National Education Committee (NEC), and the revived Membership Committee.

The Council continues to work closely with RIMS and is fortunate to have RIMS staff participate in its annual meetings. Some highlights from the update RIMS provided in January include:

- 1) RIMS will be introducing new Professional Development programs in 2010:
  - International Risk Management Strategies
  - Strategic Risk Management Workshop
  - Supply Chain Risk Management
- 2) CRM-E, a new course (3 day) titled "*Enterprise Wise Risk Management*" builds on the three existing CRM courses
- 3) There is a new bi-weekly e-newsletter for members called "*Inside RIMS*"
- 4) RIMS 60th Anniversary is this year and numerous celebrations will take place throughout the year ([www.RIMS.org/60](http://www.RIMS.org/60) years)

RIMS is always looking for volunteers with good board or committee experience who would be interested in serving on a RIMS Board. Please contact Glen Frederick ([Glen.Frederick@gov.bc.ca](mailto:Glen.Frederick@gov.bc.ca)) or myself ([gtassone@st-albert.net](mailto:gtassone@st-albert.net)) if you are interested in putting forward your own name or that of a capable candidate.

The RCC continues to strive to enhance the activities of RIMS and the practices of risk management in Canada, while representing the interests of Canadian members and their respective chapters. We appreciate member feedback and welcome suggestions.

Respectfully submitted,

Gwen Tassone

## Northern Alberta Chapter

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April 7, 2010

Brian Proctor

President, N.A.R.I.M.S.

Edmonton, Alberta

In my capacity as Secretary of the NARIMS Chapter, I have recorded written minutes of all Board of Director's meetings I attended.

The 2008 Annual Return was not filed until October 2009, this due to a mailing glitch.

The 2009 Annual Return was filed at the same time.

After the 2010 Annual General Meeting, I shall prepare and file the 2010 Annual Return.

I shall also deliver the Society's seal, to the newly elected Secretary.

It has been my pleasure to serve as Secretary of the NARIMS Chapter for the past number of years.

Sincerely



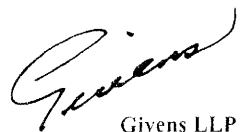
Bryce Dzenick,  
Secretary

**NORTHERN ALBERTA RISK AND  
INSURANCE MANAGEMENT SOCIETY**

**FINANCIAL STATEMENTS**

December 31, 2009

*(Unaudited)*

  
Givens LLP

# **NORTHERN ALBERTA RISK AND INSURANCE MANAGEMENT SOCIETY**

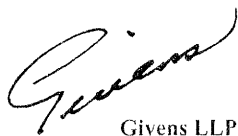
## **INDEX TO THE FINANCIAL STATEMENTS**

December 31, 2009

*(Unaudited)*

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REVIEW ENGAGEMENT REPORT	1
FINANCIAL STATEMENTS	
Statement of Operations	2
Statement of Changes in Net Assets	3
Statement of Financial Position	4
Statement of Cash Flow	5
Notes to Financial Statements	6





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Edmonton, Alberta  
T5N 3Y4

## REVIEW ENGAGEMENT REPORT

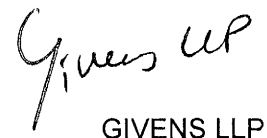
To the Members of Northern Alberta Risk and Insurance Management Society

We have reviewed the statement of financial position of Northern Alberta Risk and Insurance Management Society as at December 31, 2009 and the statements of operations, changes in net assets and cash flow for the year then ended. Our review was made in accordance with Canadian generally accepted standards for review engagements and accordingly consisted primarily of enquiry, analytical procedures and discussion related to information provided to us by the organization.

A review does not constitute an audit and consequently we do not express an audit opinion on these financial statements.

Based on our review, nothing has come to our attention that causes us to believe that these financial statements are not, in all material respects, in accordance with Canadian generally accepted accounting principles.

Edmonton, Alberta  
March 18, 2010



GIVENS LLP

**NORTHERN ALBERTA RISK AND INSURANCE MANAGEMENT SOCIETY**  
**STATEMENT OF OPERATIONS**  
Year Ended December 31, 2009  
(Unaudited)

	2009	2008
REVENUE		
Luncheons and seminars	\$ 9,501	\$ 8,615
Golf tournaments	7,895	5,067
Membership fees	7,424	7,333
Interest and other earnings	881	1,682
	<u>25,701</u>	<u>22,697</u>
EXPENSES		
Luncheon facilities, speakers, and gifts	12,764	8,112
Golf tournaments	9,981	6,607
Donations	3,600	4,100
Professional fees	2,300	1,100
Executive meetings	828	1,410
Office supplies	643	-
Interest and bank charges	260	146
Miscellaneous	-	142
	<u>30,376</u>	<u>21,617</u>
EXCESS (DEFICIENCY) OF REVENUE OVER EXPENSES	\$ (4,675)	\$ 1,080

# **NORTHERN ALBERTA RISK AND INSURANCE MANAGEMENT SOCIETY**

## **STATEMENT OF CHANGES IN NET ASSETS**

Year ended December 31, 2009

(Unaudited)

NET ASSETS	Invested in capital assets	Restricted	Unrestricted	Total 2009	2008
Balance, beginning of year	\$ -	\$ 40,000	\$ 21,139	\$ 61,139	\$ 60,059
(Deficiency) excess of revenues over expenses	-	-	(4,675)	(4,675)	1,080
<b>Balance, end of year</b>	<b>\$ -</b>	<b>\$ 40,000</b>	<b>\$ 16,464</b>	<b>\$ 56,464</b>	<b>\$ 61,139</b>

**NORTHERN ALBERTA RISK AND INSURANCE MANAGEMENT SOCIETY**  
**STATEMENT OF FINANCIAL POSITION**

December 31, 2009

(Unaudited)

<b>ASSETS</b>	<b>2009</b>	<b>2008</b>
<b>CURRENT</b>		
Cash	\$ 4,254	\$ 9,258
Guaranteed Investment Certificates	52,047	51,171
Accounts receivable	2,348	1,817
Prepaid expenses	1,600	1,000
	<u>60,249</u>	<u>63,246</u>
	<b>\$ 60,249</b>	<b>\$ 63,246</b>
<b>LIABILITIES</b>		
<b>CURRENT</b>		
Accounts payable and accrued charges	\$ 3,785	\$ 2,107
<b>NET ASSETS</b>		
RESTRICTED NET ASSETS	40,000	40,000
UNRESTRICTED NET ASSETS	<u>16,464</u>	<u>21,139</u>
	<u>56,464</u>	<u>61,139</u>
	<b>\$ 60,249</b>	<b>\$ 63,246</b>

**APPROVED BY THE BOARD**

\_\_\_\_\_  
Director

**NORTHERN ALBERTA RISK AND INSURANCE MANAGEMENT SOCIETY**  
**STATEMENT OF CASH FLOW**  
**Year Ended December 31, 2009**  
**(Unaudited)**

	2009	2008
<b>OPERATING ACTIVITIES</b>		
Cash receipts from customers	\$ 24,288	\$ 19,248
Cash paid to suppliers and employees	(29,037)	(19,139)
Interest received	881	1,682
Interest paid	(260)	(146)
Cash flow from operations	(4,128)	1,645
<b>CASH FLOW</b>	<b>(4,128)</b>	<b>1,645</b>
<b>CASH POSITION - Beginning of year</b>	<b>60,429</b>	<b>58,784</b>
<b>CASH POSITION - End of year</b>	<b>\$ 56,301</b>	<b>\$ 60,429</b>
<b>Cash position consists of:</b>		
Cash	\$ 4,254	\$ 9,258
Guaranteed Investment Certificates	52,047	51,171
	<b>\$ 56,301</b>	<b>\$ 60,429</b>

# **NORTHERN ALBERTA RISK AND INSURANCE MANAGEMENT SOCIETY**

## **NOTES TO FINANCIAL STATEMENTS**

**Year Ended December 31, 2009**

**(Unaudited)**

---

### **1. PURPOSE OF ORGANIZATION**

Northern Alberta Risk and Insurance Management Society (the "Society") is a not-for-profit corporation registered under the Alberta Corporations Act. Pursuant to its articles of incorporation, the purpose of the Society is to advance the theory and practice of risk and insurance management for its members. The Society is exempt from income tax under section 149 of the Income Tax Act.

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### **2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

The financial statements of the Society have been prepared by management in accordance with the Canadian generally accepted accounting principles. Because a precise determination of many assets and liabilities is dependant on future events, the preparation of periodic financial statements have, in management's opinion, been properly prepared with reasonable limits of materiality and within the framework of the accounting policies summarized below.

#### **CASH EQUIVALENTS**

Cash equivalents consist of highly liquid investments with maturities of one year or less at date of purchase.

#### **MEMBERSHIP REVENUE**

Membership revenue is generally recognized in the year that the dues are received. Fees received during the year relating to the following fiscal year are deferred.

---

### **3. FINANCIAL INSTRUMENTS**

The Society's financial instruments consist of cash, Guaranteed Investment Certificates, accounts receivable, accounts payable, and other liabilities. Unless otherwise noted, it is management's opinion that the fair value of these financial instruments approximate their carrying value. Unless otherwise noted, the Society is not exposed to significant interest, currency or credit risks arising from these financial instruments.

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### **4. INTERNALLY RESTRICTED NET ASSETS**

The Society has internally restricted \$40,000 of net assets by establishing reserve funds. A reserve fund of \$25,000 has been dedicated to the undertaking and financial support of hosting Canadian Risk and Insurance Management Society Conferences in Alberta. A second reserve of \$15,000 has been established to fund specific industry-related research projects as might be determined appropriate by the Board of Directors.

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