

2011/ 2012 SARIMS Director and Officer Reports

President, RCC Representative and House of Delegates Report, Rieneke (Ren) Lips

The second year of my term as President was action packed and another great success and I could not have done it without my fellow volunteers.

Again we started out with our Blue Sky planning meeting August 22, 2011. We enjoyed a great day on the Elbow Springs Golf Course, unfortunately inside a meeting room instead of outside inspecting the greens. We took new pictures for our website and set out the program for the season and had great discussions about where we want to go in the future.

I am pleased to report that this year SARIMS managed the budget effectively and we ended the year with a small surplus. These funds will be used to continually improve the chapter events and educational sessions, so look forward to some new and exciting developments in the near future.

On behalf of SARIMS, I was privileged to attend the Chapter Officer Forum and the RIMS House of Delegates Meeting in Philadelphia in April of 2012. At the Chapter Officer Forum we shared ideas between the various RIMS Chapters in North America with respect to speakers, volunteers and much more and were provided with data sticks containing valuable officer information by RIMS. The networking with other chapter officers is invaluable and there are always excellent discussions.

At the House of Delegates, the hot topic of the year was relating to allowing non-Deputy members of RIMS to serve on chapter boards. RIMS has struck a committee to review the challenges faced by the chapters and the pros and cons of allowing non-Deputy members to serve in a voting capacity. The committee is chaired by John Phelps and has representation from both US and Canadian chapters large and small. A final decision will take some time to develop and will be presented to the RIMS Board and the House of Delegates once it is complete.

I also continue to be the RIMS Canada Council Representative for SARIMS until December 31, 2012. At that time I will be transitioning to the Treasurer's role at the RCC and the SARIMS board will decide ahead of time if we want a second voice on the RCC or if I will serve in both the Treasurer and Representative role. The annual planning meeting was in Victoria this year, where we enjoyed the beautiful weather, which was much better than Saskatoon the year previous. The RCC focused on reviewing the Strategic Plan including the Mission Statement. The new RCC Mission statement is:

The RIMS Canada Council addresses the interests of Canadian RIMS members and their chapters in support of RIMS' mission – "To Advance Risk Management for Your Organization's Success."

The Goals to support this mission:

1. Achieve effective volunteer leadership
2. Cultivate a vibrant, informed and engaged membership
3. Develop and deliver risk management education, thought leadership, tools and resources
4. Increase the influence, advocacy and profile of risk management in Canada as part of the Risk and Insurance Management Society, Inc.

Each goal has several objectives that the RCC is working hard to achieve to ensure RIMS in Canada remains successful. These goals and objectives were taken to the RCC Sub-committee meetings in March and their 2-year plans were being formulated.

The RIMS Canada Conference in Ottawa was a successful conference and we are looking forward to the upcoming conference in Saskatoon, which is also expected to meet the performance goals.

This year we also started work on the Calgary 2016 RIMS Canada Conference. We have appointed our Co-Chairs: Janet Stein and Phil Corbeil, who will be working with the Board to finalize the hotel and conference centre agreements. Once those are set, they will take the reins and start approaching people to form the Local Organizing Committee.

I know I am leaving the chapter in very capable hands with Darius at the helm for the next two years even with the challenges that we are now facing. This volunteer board has risen to the challenge and as a result our membership has seen better programming and social events than any previous years. I want to thank the SARIMS Board for all their hard work and commitment over the past year and will be stepping down as President at the June 21, 2012 AGM. I will continue to serve on the board as the Past President and will provide comic relief as the target for any blond jokes.

Vice President and Golf Committee Co-Chair's Report, Darius Delon

This past year has been one of success with the President giving clear direction and the Board of Directors executing on numerous fronts. The focus for the last year has been on financial management, getting out of the red.

We worked hard to better manage our membership by updating our membership lists early in the year and updating the list continuously throughout the year. This has helped us advertise our program more effectively and with much success as evidenced by the increased attendance at the breakfast sessions, averaging close to 100 people per session, Christmas reception attendance increased and we had the best year ever with our SARIMS golf tournament.

The 2011 SARIMS golf tournament was very well attended and sponsorship was very strong. A big thank you goes out to our big sponsors during the year, AON, Marsh, and Charles Taylor. The support was so strong in fact that SARIMS was able to donate \$19,000 to the McGannon foundation in 2011 – our biggest donation so far.

This year we have added new members to the Board, shuffled some portfolio's and have had to say goodbye to others. We welcomed Gerry Boiteau, David Hunko, Nora Moughalian, Len Cheryk and Sacha Carey. We saw Shelley Vandenberg leave us after she gained a promotion and found the time commitment with her new role considerable.

The upcoming year will present some challenges since the Chamber of Commerce will no longer be hosting the breakfast sessions since the building is up for sale. SARIMS will need to find a new locations for our breakfast sessions which will inevitably lead to increased costs. Another challenge that the BOD is willing to tackle.

2011 was a year with much change which has led to some challenges for the board as well as much success. 2012 will be another challenging year for the board but with strong membership and participation we should see continuous improvements for our membership.

Treasurer's Report, Rob Groves

For the period from September 2011, the Treasurer continued work on solidifying membership lists and ensuring that all financial decisions made contributed to a balance of revenue and expenditure. It is important to maintain a solid financial basis as the chapter prepares to host the RIMS Canada Conference in 2016. To balance the revenue and expenditures, decisions were made to increase chapter dues, monitor closely the costs and attendance at breakfast sessions and generally keep the bottom line in mind when making chapter decisions. We continued using the services of an external bookkeeper to produce the monthly financials and assist in the yearend audit. This business relationship has been very successful as the time demands on the treasurer can be challenging. The external bookkeeper costs \$100 per month which is well worth the expense.

A number of activities were undertaken since September:

1. Continued the comprehensive review of outstanding memberships (unpaid) initiated by Shelley Vandenberg (previous Treasurer). Invoices were mailed to all identified members and follow-up involved telephone and e-mail contact with a number of members. The address records were inaccurate or out of date in about 10-15% of the invoices. An up to date membership list for corporate and associate members was developed and made available to Board members through Google docs. This allows for a better understanding of how many members the chapter has, what fee revenues are and who are active members. It also allowed more contribution to the membership process by Board members. This will also allow better forecasting and budgeting for future fiscal years.
2. A conscious effort was made to be deliberate about spending to ensure chapter goals and objectives were front and centre and that the financial viability of the chapter remained strong. This involved more closely balancing revenues and expenditures. It should be noted that even with that process in place, the chapter was able to increase its donation to the McGannon Foundation to \$19,000 for this year.
3. Postponed an in-depth review of changing our financial statements to regular GAAP reporting vs current "cash" accounting. Eventually SARIMS will need to change how we report our income and payables in order to meet new IFRS regulations. This should be addressed in the coming year and will likely require consultation with our bookkeeper to allow the Board to review all options, cost to implement, etc.
4. Term Deposits were restructured and partially converted to cash in preparation for the 2016 RIMS Canada Conference. During the coming year, contracts will need to be signed and deposits paid in preparation for this event and increased liquidity will be required. In the coming years, there will be a greater focus on preparation for the conference and more intense planning will be required to avoid financial risk. Review of conference contracts and ongoing discussions with the national body during the next year will be key to that process.

Secretary and Golf Committee Co-Chair's Report, Lynne Kulchitsky

I have now been in my current position for the past 3 years and as the Southern Alberta Risk and Insurance Management Society's (SARIMS) Chapter Secretary, I attended and reported the minutes for the following Board Meetings for the 2011-2012 year:

Apr 14/11
May 19/11
Jun 23/11
Sep 08/11

Oct 13/11
Nov 10/11
Dec 08/11
Jan 12/12
Feb 09/12
Mar 08/12
Apr 12/12
May 10/12

I was able to attend the 2011 RIMS Conference held in Vancouver which allowed me to be able to attend the RIMS Chapter Workshop. The information presented would be helpful in finding ways to make our Chapter the best it can be.

I was able to volunteer as the Co-chair for the 2011 SARIMS Golf Committee which turned out to be one of our most successful tournaments due to all the hard work of those on the Golf Committee.

I worked on and created a new on-line form for the registration process for the Monthly Breakfast Meetings. The new on-line form seemed to work very well with few glitches. It will enable to streamline the process for the next House Director for the coming Breakfast Meetings starting in October/2012.

The SARIMS Board Meeting Minutes for the 2010-2011, along with the other related documents for the Board were archived and given to Rob Groves to be filed off site.

Education Report, Rob Groves/Nora Moughalian

During the 2011-2012 year, SARIMS received numerous enquiries regarding the CRM designation, the advantages of achieving such designation, the availability of courses through the various universities/colleges and whether these courses are "in class" or online.

Education is one of the mandates of RIMS, and as such SARIMS has been discussing the possibility of requesting funding from the RIMS Canada Council to continue its support of the educational opportunities offered to the SARIMS membership by way of monthly breakfast meetings and workshops.

At the Insurance Institute's convocation, November 23rd, 2011 SARIMS presented an award of \$500.00 to the most deserving graduate of the Fellow Chartered Insurance Professional (FCIP) designation with a Risk Management Major.

House Report, Fazal Ashraf

The end of the 2012 season marked a significant year for the Southern Alberta Chapter. Large improvements were made to our RSVP, tracking, reporting and monitoring systems. The use of a centralized SARIMS email has proven to mitigate any loss of information and has been well-received. Forward-thinking and innovative ideas from the Board have complemented the service we provide to our membership, and as a result the 2011-2012 season was well attended.

The House Director role will be transitioned to another member in the 2012 – 2013 term.

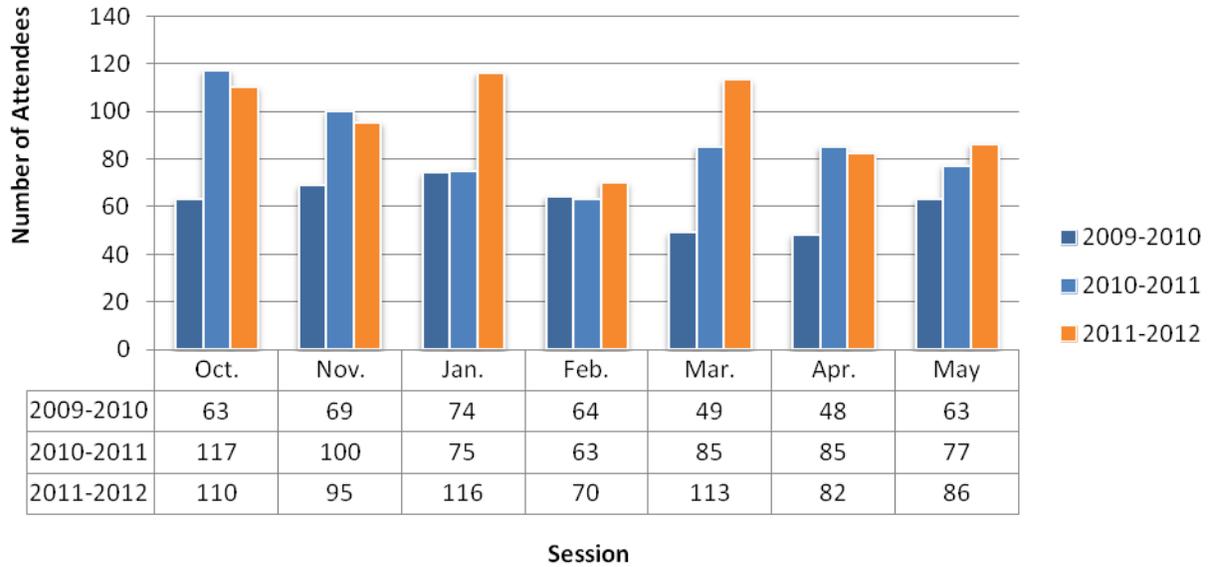
Responsibilities:

1. Selection of the venue at which our monthly breakfast sessions are held. After considering alternatives, the Calgary Chamber of Commerce was selected as the ideal venue, primarily due to its location.
2. At each session, at least two people were required at the registration table and we normally get student volunteers from Mount Royal University and the University of Calgary to fill these roles. Bow Valley College is now in attendance as well. SARIMS was fortunate to have consistent volunteerism throughout the 2011-2012 season.
3. Mid-term, we implemented a change in RSVP's – they are now being sent to a SARIMS general email inbox. Prior to every breakfast I was able to organize and track the attendance and report the final numbers to the Chamber of Commerce.
4. Afterwards, I processed the payments and credit cards using the Moneris Solutions web-based software. This process remains the same.
5. For a detailed list of responsibilities, please see the "House Director's Responsibilities" form.

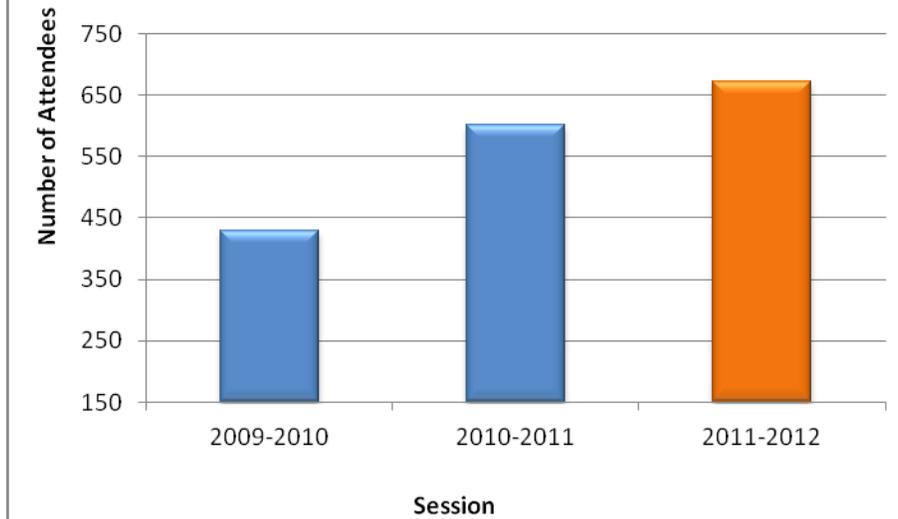
Below is a comparison of breakfast attendees from last season to this season:

	2009-2010	2010-2011	2011-2012
October	63	117	110
November	69	100	95
January	74	75	116
February	64	63	70
March	49	85	113
April	48	85	82
May	63	77	86
TOTAL	430	602	672

SARIMS Breakfast Attendees by Year



SARIMS Overall Breakfast Attendance



I am pleased to report that we have successfully increased our membership turn-out at the breakfast sessions by another 10% from last season. In the past two years, we have seen an overall growth of **50%** in total. I am confident that SARIMS is meeting the expectations of its members, and year after year we rely on these statistics as a measure of success.

Legislation and Privacy Report, Gerry Boiteau

Having recently begun this position on the Board, I am in early stages of becoming familiar with the various documents (Bylaws etc) and will be reviewing the documents to determine which may require being updated and develop a schedule for the review. There have not been any emergent issues during my initial tenure.

Membership Report, Curtis Desiatnyk

The Southern Alberta Risk and Insurance Management Society (SARIMS) is currently comprised of 49 member companies, up from 39 in June 2011.

The total number of individual members has risen to 187 in 2011 compared to 196 in June 2012. Of the 196 individual SARIMS members, 124 are RIMS members.

SARIMS also maintains a "Service Provider List" that consists of entities that have an interest in SARIMS, yet are restricted from membership according to the RIMS By-Laws. There are currently 45 Service Provider companies, up from 42 in June of 2011.

Program, Report prepared by Ren Lips and Darius Delon

This past year was our second year without a Program Director and with the feedback that our session topics are much more in line with what our membership likes to see, we are going to continue on the same path of setting the program as a board. This portfolio will either be phased out or transitioned into a MC type of role going forward.

Our session this year included the Slave Lake fire, the annual market update, International Travel/Business Risk, Construction Risk, Understanding Key D&O, E&O and Fiduciary liability issues, The Fuss about Document Retention and Catastrophe Prevention.

If there are any particular topics or speakers you would like to see, feel free to send us a note at sarims.chapter@gmail.com or contact Darius Delon directly.

Social Report, Sacha Carey

SARIMS hosted a Christmas reception on December 1st 2011. The reception was held at The Gerry Thomas Gallery once again, and the caterer was Great Events Catering. The venue was easy to work with and while the reception seemed to go well, the venue quickly cleared out when the washrooms were no longer operable. The location was ideal being that it was downtown where the majority of members are located, however, we were getting close to capacity and I do recommend considering a change in venue next year.

Here are the numbers for the event:

RSVP's – 201
Attended – 171
No Shows – 47
Non RSVP – 17

Revenue: \$1,130.00
Costs: \$6,897.67

Information from to be aware of:

15% deducted from RSVP'd number used to confirm catering numbers – seemed to work out as there was plenty of food.

348 drinks tickets billed for - process worked well as it was an actual amount of tickets used.

Handling a large group like Marsh was a concern in that their RSVP'd list did not include all that showed up for the event, it took a long time to process them upon their arrival.

This was a great event over all.

Webmaster Report, Fazal Ashraf

Derived from the collective efforts of the Board, we have successfully generated awareness and increased visitation to our website at least two-fold in the 2011-2012 season. Our members now rely on our website to gain insight into upcoming events, breakfast sessions / speakers / presentations, workshops, etc. and have provided feedback that the information is very useful.

We have streamlined our processes for content management as well. Organizations are now approaching SARIMS to advertise on our website and this has lead to an increase in revenue generation – i.e. non-member companies are purchasing memberships that they would otherwise have not. This also furthers our continuous effort to promote the benefits of becoming a member company.

All breakfast presentations and contact information of the speakers is included on the website for our members' benefit. We have also seen an increase in job postings because our website is now a fundamental medium to reach our industry members, new graduates, summers students and everyone in-between.

In the next year, we hope to incorporate an online payment functionality for the breakfasts, the Golf Tournament and the Christmas Reception. We will also continue to upgrade the site to provide more ease of use for our members.