



CIPS Calgary

2002–2003 Annual Report

Canadian Information Processing Society

The Professional Association providing leadership in
Information systems and Technologies

CIPS is a group of professionals from all areas of IT. We offer the only IT professional designation (the I.S.P.) in Canada. Our events, including regular seminars, luncheons, and conferences, are dedicated to promoting continuous learning and networking opportunities. Through learning from other like-minded professionals, we are able to stay ahead in this fast-paced industry.

CIPS CALGARY

2003/2004 Board of Directors

Executive Officers

President

Mohamed Teja, I.S.P.

Past President

Matthew Williams

Vice President

Sandra Scott

Secretary/Treasurer

Shilo Beechinor

Alberta Director

Maria Anderson

External Liaison

Stuart Quinn

Directors

Knowledge and Networking

Jeff Wallace

Special Interest Groups

Peter McCurdy

CIO Liaison

Derrick LaRiviere

Publications

Blake Kanewischer

Marketing

Bruce Thomas

Academic Liaison

Leon Cygman

Membership

Stephanie Hiebert

Sponsorship

Shawn Mahoney

Social

Doug Campanero

Student Section Chair

Ken Wrigley

Director-at-Large

Talib Nanji

Volunteer Coordinator

Roy Babiuk

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Rob Carruthers

Directors

Knowledge and Networking

Matthew Hillhouse

Special Interest Groups

Nguyen Tran

CIO Liaison

Stuart Quinn

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Blake Kanewischer

Marketing & Web Presence

Greg Miller

Academic Liaison

Leon Cygman

Membership

Stephanie Hiebert

Sponsorship

Michelle Cariou

Social

Shilo Beechinor

Student Section Chair

Christian Leith

Annual General Meeting

Agenda

December 3, 2003

11:30 am

Calgary Chamber of Commerce

517 Centre Street South

Calgary, Alberta

Pursuant to Bylaw No. 5 – Management of the Section – Meeting, Clause 5.2 Annual General Meetings, notice is hereby given that the Annual General Meeting of the CIPS – Calgary Section will be held on Wednesday, December 3, 2003 at the regularly scheduled CIPS luncheon.

1. Call to Order/Verification of Quorum
2. Review of Agenda
3. Approval of the Minutes from the 2002 Annual General Meeting
4. Highlights of the Annual Report
5. Treasurer's Report and Financial Statements
6. Appointment of Auditor
7. Revisions to Bylaws
8. Introduction of Board Members for 2003/04
9. Closing Remarks and Adjournment

Please note: A special resolution will be presented to amend the bylaws with respect to the position of Alberta Regional Director. The current CIPS Calgary bylaws refer to electing an Alberta Regional Director. This conflicts with CIPS National bylaws as the Alberta Regional Director is a National Board position elected by the national membership, not a Calgary Board position. The wording must be changed to reflect that the Alberta Regional Director is an ex-officio member of the Calgary Board and is, by default, appointed by CIPS National. The exact wording of the proposed bylaw changes will be posted to the CIPS website and members will be advised by email to check the site.

President's Report

Matthew Williams

Year in Review

Since the 60s, CIPS has been a part of the fabric of Calgary IT and indeed, the wider business circle. Each year CIPS has been fortunate to be able to rely on a series of volunteer board members who keep CIPS traditions and programs alive. The 2002 / 2003 season was no exception – thank you to the board members and volunteers who helped keep CIPS Calgary on the map for another year.

The luncheon/dinner program continues to be a staple CIPS offering. Various speakers entertained us in 2002/2003, including Dr. James Gosling, Dr. Tom Keenan, and a panel of distinguished local CIOs – Ted Barnicoat, I.S.P., Debbie Gillis, and Dave Whitmore. In the 2000/2001 season we first introduced the CIPS Pub Nights with much success and these were continued in 2002/2003. The third annual CIPS Golf Tournament was held at Lynx Ridge Golf Course, where 80 CIPS members and guests enjoyed beautiful weather, camaraderie, and the occasional decent golf shot. A number of CIO breakfasts were held throughout the season and we continue to invite our senior IT managers to become engaged in CIPS activities.

The Calgary Section felt the effects of the general downturn in the IT economy, which resulted in some adjustments to our planned program. For example, the decision was made halfway into the year to move the newsletter from paper to online, the direct result of a dramatic decrease in advertising revenue. The decision was largely met with approval from the section membership and several thousand dollars was subsequently saved. Even though it was a challenging year fiscally we were able to maintain our corporate sponsorship dollar contributions.

The CIPS board felt strongly that we should forge links with the wider business community and as such became involved in the Calgary Board of Education's Career Pathways project. Members of the CIPS board were able to participate in workshops and deliver presentations to delegates, additional involvement has resulted with CIPS board members being in a position to advise and influence Career Pathways initiatives for IT education in schools.

The year ended with 70% of the board reaching the end of their terms. Therefore during the preceding months much energy was spent on ensuring smooth transitions would take place with the incoming board. Some talented individuals stepped up to take on positions of responsibility on behalf the Calgary membership and we wish them well in their work and congratulate them on being part of a 40-year CIPS Calgary history.

Matthew Williams
President, CIPS Calgary 2002-2003

NORMAN K. HAYNES
CERTIFIED GENERAL ACCOUNTANT
1940 - 11 Street S.W.
Calgary, Alberta
T2T 3L8

AUDITOR'S REPORT

To the Members of
Canadian Information Processing Society Calgary Section

I have audited the statement of financial position of Canadian Information Processing Society Calgary Section as at June 30, 2003 and the statement of operations and changes in net assets for the year then ended. These financial statements are the responsibility of the society's management. My responsibility is to express an opinion on these financial statements based on my audit.

I conducted my audit in accordance with Canadian generally accepted auditing standards. Those standards require that I plan and perform an audit to obtain reasonable assurance whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation.

In my opinion, these financial statements present fairly, in all material respects, the financial position of the society as at June 30, 2003 and the results of its operations for the year then ended in accordance with Canadian generally accepted accounting principles.



Calgary, Alberta
October 10, 2003

CERTIFIED GENERAL ACCOUNTANT

CANADIAN INFORMATION PROCESSING SOCIETY CALGARY SECTION

STATEMENT OF FINANCIAL POSITION
JUNE 30, 2003

	<u>ASSETS</u>	
	<u>2003</u>	<u>2002</u>
Current		
Cash	\$ 38,286	\$ 48,030
Accounts receivable	12,895	10,426
Prepaid expenses	<u>1,331</u>	<u>1,402</u>
	52,512	59,858
 Capital Assets (Note 1)	 <u>2,859</u>	 <u>4,426</u>
	<u>\$ 55,371</u>	<u>\$ 64,284</u>
	<u>LIABILITIES</u>	
Current		
Accounts payable and accrued liabilities	\$ 2,894	\$ 1,466
	2,894	1,466
	<u>NET ASSETS</u>	
Unrestricted Net Assets	<u>52,477</u>	<u>62,818</u>
	<u>\$ 55,371</u>	<u>\$ 64,284</u>

APPROVED ON BEHALF OF THE BOARD



Norman K. Haynes, Certified General Accountant

CANADIAN INFORMATION PROCESSING SOCIETY CALGARY SECTION

STATEMENT OF OPERATIONS AND CHANGES IN NET ASSETS YEAR ENDED JUNE 30, 2003

	<u>2003</u>	<u>2002</u>
Revenue		
Corporate sponsorships	\$ 40,428	\$ 29,219
Golf	6,708	21,081
Interest and other	486	556
Mailing	-	-
Meetings	32,722	41,611
Membership fees	26,351	30,033
Newsletter	13,385	14,278
Other	1,315	6,842
	<u>121,395</u>	<u>143,620</u>
Expenses		
Accounting	6,502	6,300
Administration		
Newsletter	150	16,377
General	63,459	39,589
Amortization	1,567	1,668
Audiovisual rentals	2,095	2,300
Bad debt	1,050	184
Golf	7,016	16,189
Insurance	785	733
Interest and bank charges	2,410	2,199
Marketing and promotion	716	1,341
Meals	20,603	24,167
Meeting rooms and rental	379	850
Office and stationery supplies	3,097	7,711
Printing	6,035	12,529
Postage	3,880	9,371
Professional fees	1,881	2,188
Scholarships and awards	3,846	3,704
Telecommunications	4,468	5,421
Travel and accomodations	1,797	2,576
	<u>131,736</u>	<u>155,397</u>
Excess (Deficiency) of operating revenue over expenses	(10,341)	(11,777)
Informatics/Convergence 2001 Conference	-	6,206
Excess (deficiency) of revenue over expenses	(10,341)	(5,571)
Net Assets, beginning of year	62,818	68,389
Net Assets, end of year	\$ 52,477	\$ 62,818

Norman K. Haynes, Certified General Accountant



CANADIAN INFORMATION PROCESSING SOCIETY CALGARY SECTION

NOTES TO FINANCIAL STATEMENTS JUNE 30, 2003

1. Purpose of the Society

The purpose of the society is to advance the theory and practice of information processing in Canada, to promote the free interchange of information about the theory and practice of information processing, to determine, develop and maintain the integrity and competence of individuals active in information processing in Canada and to establish a public awareness of the potential impact of information systems and to protect the public and individuals against the misuse of information systems.

2. Significant Accounting Policies

Canadian Information Processing Society Calgary Section follows the deferral method of accounting for contributions.

Capital Assets

Capital assets are recorded at cost. Amortization is provided on a straight line basis using a rate of 20% per annum for the display booth.

Cash Flow Statement

A cash flow statement is not presented since cash flows from operating, investing and financing activities are readily available from the other financial statements.

3. Income Tax Status

The society qualifies as a non-profit organization under The Income Tax Act of Canada and is not subject to income taxes.

4. Capital Assets

	2003		2002	
	<u>Cost</u>	<u>Accumulated Amortization</u>	<u>Net Book Value</u>	<u>Net Book Value</u>
Display booth	\$ 7,835	\$ 4,976	\$ 2,859	\$ 4,426

5. Financial Instruments

The society's financial instruments included in the statement of financial position are comprised of accounts receivable and accounts payable.

Fair Values

The fair values of the society's financial instruments do not differ significantly from their carrying values.

Credit Risk

The society's accounts receivable are subject to normal credit risk.

Norman K. Haynes, Certified General Accountant



Canadian Information Processing Society

Calgary Section

Annual General Meeting Minutes
December 4, 2002
Calgary Chamber of Commerce
517 Centre Street S • Calgary, Alberta

Attendance list is on file in the CIPS Calgary Section office.

1. Call to Order/Verification of Quorum

Maria Anderson, Past President, called the meeting to order at 12:50 pm. She had verified with Pamela Wilson, Executive Director, CIPS Calgary Section, that a quorum was present.

2. Review of the Agenda

No additions or deletions were made to the agenda as circulated.

3. Approval of Minutes from Annual General Meeting of November 8, 2000.

The Annual Report had been circulated electronically. In addition, a limited number of printed copies were available at the meeting. M. Anderson indicated that copies of the minutes of the last Annual General Meeting were included in the Annual Report.

Moved by Loretta Fladhamer that the minutes of the December 13, 2001 Annual General Meeting be approved as circulated.

Seconded by Stephanie Hiebert

Carried.

4. Highlights of Annual Report

M. Anderson reviewed the highlights of her year as President. She began by providing a brief history of activities and then outlined the new initiatives of the Board during 2001/02. She ended her report by thanking Board members for their support.

5. Treasurer's Report

In Rob Carruthers' absence, M. Anderson spoke to the financial statements. She pointed out anomalies in the statements and answered questions from CIPS members.

Moved by Mohamed Teja to approve the financial statements as presented

Seconded by Stuart Quinn

Carried.

6. Appointment of Auditor

Moved by Matthew Hillhouse that Norman G. Haynes be appointed auditor for the 2002/03 operating year.

Seconded by Marion Ng

Carried.

7. Introduction of Board Members for 2002/03

Matthew Williams introduced the Board for 2002/03 enhanced by a PowerPoint presentation.

8. Closing Remarks

M. Anderson wished attendees a happy holiday season.

9. Adjournment

Having completed all the business on the agenda, M. Anderson declared the meeting adjourned.

Time: 1:15 pm

Circulated at the meeting:

Annual Report 2001/02

