



Alberta
**Therapeutic
Recreation**
Association

11/12 Annual Report

Living well ... being healthy



agenda

ATRA Annual General Meeting
Friday, 26 October 2012
1:00 - 3:00 pm

Delta Hotel
4404 Gateway Blvd, Edmonton

- 1.0 Call to Order
- 2.0 Action on the Agenda
- 3.0 Introduction of Board Members and Special Guests
Thanks and appreciation to the 2012 ATRA Symposium Committee
- 4.0 Rules of Order
- 5.0 Action on the Minutes of the 2011 Annual General Meeting
If there are no corrections, it would be in order for a member to move that the minutes of the 2011 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 2011/2012 Financial Statement
After questions have been addressed, It would be in order for a member to move that the financial reports, as presented in the AGM package, be adopted.
- 9.0 New Business
 - 9.01 Alignment of ATRA membership renewal date with CTRA (see motion on page 16)
- 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 AGM.
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.

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.

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 15, 2011

Greenwood Inn, Calgary, Alberta

1.0 Call to order

The Annual General Meeting was called to order by the ATRA Vice-President, Jane Papenhuyzen, at 12:55 pm.

2.0 Action to the agenda

The agenda was accepted as presented in the Annual Report.

3.0 Introduction of Board Members and Special Guests

The Board Members were introduced and thanks were extended to the 2011 ATRA Symposium Committee and volunteers for their efforts in organizing the 2011 ATRA Symposium.

4.0 Rules of Order

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

5.0 Action on the Minutes of the 2010 Annual General Meeting

Motion by Wendy Brown and seconded by Kate Harrity that the minutes of the 2010 Annual General Meeting be approved. CARRIED.

6.0 Old Business:

None

7.0 Board Reports

All board reports were included in the Annual Report. Members were given the opportunity to direct any questions to the board.

Motion by Barb Smith and seconded by Glenn Skimming that the board reports be accepted as presented. CARRIED.

8.0 Action on the 2010/ 2011 Financial Statement

The 2010/2011 Financial Statements were presented by Darlene Murphy, Administrative Assistant. The financial statements were printed in the Annual Report. Darlene Murphy responded to questions on the floor regarding the financial statements.

Motion by Lesley Baker and seconded by Brandy Hubl that the 2010/2011 ATRA Financial Statements be accepted as presented. CARRIED.



prior minutes

9.0 New Business:

Jane Papenhuyzen reviewed the “Highlights” as outlined in the 2011 Annual Report.

9.1 Professional Advancement Committees: Jane Papenhuyzen discussed the delegation of committees to each region: Membership Review Committee - Central Region; Continued Competence and Continuing Education Committee - North Region; Supervision and Delegation to Assistants/Aides - South Region. This will assist in moving towards HPA designation and in staying within best practices.

9.2 ATRAbute: Discussion regarding submission of articles and the distribution of other more informal articles which will be done through the e-newsletter format. The new ATRAbute will be more of a journal and will be published and mailed to members twice per year.

9.3 HPA Status Update: A section of the document, the Competency Profile, will be produced and sent to members.

10.0 Elections:

Three positions were open for election: Vice President, Communication Director and Secretary/Treasurer. No nominations were received by mail prior to the nomination deadline.

Communication Director: The incumbent, Colene McCuaig was willing to continue another term. No additional nominations were received from the floor. By acclamation, Colene McCuaig will continue in this position for the 2011-2013 term.

Secretary/Treasurer: Caitlin Glasheorster was nominated from the floor. By acclamation, Caitlin will fill this position for the 2011-2013 term.

Vice President: No nominations were received from the floor. The Board of Directors will seek a volunteer to fill this position for the 2011-2013 term.

11.0 Announcements:

Wendy Brown announced that a new organization, the Canadian Coalition for Adult Day Services, has been established. Currently it is being pioneered in Alberta. It is open to anyone who is associated with Adult Day Programs and who is interested in joining (www.ccadsonline.ca) Their mission is to eventually have all day programs connected within Canada, including both rural and suburban day programs.

12.0 Adjournment

The 2010 Annual General Meeting was adjourned at 1:40 pm.



highlights

2012 Board Highlights

What has the ATRA Board of Directors done this year on your behalf?

- Ongoing contact with Alberta Health and Wellness as to status of HPA application
- Ongoing contact with educational institutions to ensure that students are able to meet entry to practice criteria upon graduation. This included clarifying the process to check that a clinical supervisor is a registered professional in good standing with ATRA. Clarifying expectations of clinical supervision. Keeping educational institutions apprised of any changes to the criteria.
- Ongoing contact with CTRA.
- Hired a graphic designer to provide a fresh new poster for members as part of TR Week.
- Published and distributed the Competency Profile to provide increased awareness about the process of continuing education continued competency.
- Exploration of potential modifications to the current CEU expectations to achieve an optimal continuing education continuing competence program.
- Exploration of defining roles of recreation therapists in delegating to therapy assistants and aides.
- Ongoing updates to the ATRA website www.alberta-tr.org – check it out!



reports

PRESIDENT REPORT - Kari Medd

Welcome to Edmonton and the ATRA Symposium – “Navigating Changes and Challenges”! ATRA has had and will continue to have changes and challenges as we continue to move forward in our preparation for transition to a regulatory college under the Health Professions Act. This remains the Board of Director’s focus along with ensuring ongoing functioning of the association’s established policies around professional membership criteria including entry to practice competencies, adhering to standards of practice & competencies, continuing education expectations and adhering to a code of ethics, and of course responding to other issues or concerns arising.

As president I have had the opportunity to attend different meetings, workshops, panels and conferences to represent ATRA. This has been a great opportunity to continue informing our colleagues across Canada, other disciplines and educational institutions about the status of our Health Professions Act application. It has also been a chance to discuss changes that have been implemented along the way in preparation for transition to a regulatory college, and potential future adjustments that maybe required. I attended the recent CTRA provincial presidents meeting in June and have connected via teleconference for two other meetings. These meetings are an opportunity to share and hear about the growth and progress of therapeutic recreation across the country. ATRA will be renewing the membership agreement with CTRA for 2013/2014.

It seems that ATRA is being increasingly recognized as having a significant role in ensuring qualified professionals are entering the field and that those currently in the field are maintaining and engaging in ongoing development of competencies. ATRA has been asked to provide representation on the Alberta Health Services professional practice council for Edmonton Zone and was consulted regarding descriptions of recreation therapist I & II positions as well as provided input on the roles of a recreation therapist as an Allied Health Profession. In regards to connections with educational institutions, those relationships are also expanding. ATRA has been invited to sit on the Advisory Council at Norquest College. We have had the opportunity to consult with inquiries from University of Lethbridge regarding information related to the proposal for a post diploma degree program in the Faculty of Health Sciences. A letter of support was provided to the faculty as they pursue the development of a therapeutic recreation degree. Should they be successful it will be the first degree program offered in Alberta and a prodigious benefit to our profession. ATRA was requested to be part of a panel discussion at University of Alberta to discuss the link between study and practice. The Vice President and I also had the opportunity to attend a Quality Assurance workshop in February where we were able to network with other professions from the Alberta Federation of Regulated Health Professions. The workshop was on the subject of best practice in establishing a Continuing Education Continued Competence program, which brought the board to share the knowledge with members via the Information Session during the Symposium.

Finally, I would like to thank the rest of the board members for their commitment to making our Saturday meetings productive and our association moving forward. It has been great going into meetings knowing that we would come out with good decisions made and meaningful tasks to complete. We have had two new board members join us,



reports

PRESIDENT REPORT - continued

both appointed by the board earlier in the year. Thank you to Ellen and Susan for stepping up to become involved. It is good to have representation from the Grande Prairie and Wetaskiwin areas. We also say goodbye and thank you to Tommias who has brought passion to the Education Liaison position and has worked extremely hard in this position. I anticipate ongoing changes and challenges as we work together to prepare for the potential transition to a regulatory college under the Health Professions Act.

VICE PRESIDENT REPORT - Ellen Helgason

It has been 10 months since I humbly accepted the role of Vice-President and have been learning a great deal about the association and its members. I have had the opportunity to learn in depth about our HPA application that was submitted in 2010. One of my main responsibilities is to be in contact with the Health Professions consultants with Alberta Health and Wellness as they review ATRA's Health Professions Application. The application is currently being reviewed and the consultants have had questions that have arisen while they review the application which have been answered in a timely manner. I was also quite fortunate to be able to attend the Continuing Competence Interest group that was hosted by the Alberta Federation of Regulated Health Professions where I was able to make contacts with other regulated professions and learn more about the process and what it will take for ATRA to become regulated. As we go through this process we will keep the membership informed as to the end result of our application process.

Another area that I have been involved with is to work with other professionals to clearly define the role of Recreation assistants and aides within ATRA. This is an ongoing process that is getting nearer to completion so please watch for this information to be included on the website in the future.

As mentioned earlier being on the ATRA board has given me a new view of our profession and the many differing needs and requests sent in by our members. I am gradually starting to answer more questions coming from the members remembering that I am answering on behalf of ATRA verses my other hat as a health care provider. This is quite a challenge as our service delivery and member needs differs so much. I appreciate meeting and learning all of these areas from the other board members as well as from the ATRA members that I have been able to meet along the way. I look forward to answering the member's questions and requests in the future. Thank- you to the membership for providing your expert knowledge and guidance as we all work together to make the Alberta Therapeutic Recreation Association strong and viable.



reports

SECRETARY/TREASURER REPORT - Caitlin Spires

Hi Everyone! It's hard to believe another year has already come and gone. I hope that everyone has also had a wonderful year- both professionally and personally!

After a short summer break, the Board of Directors met again on September 8, 2012. Along with discussing our regular business, we also worked hard to prepare for this year's AGM and the upcoming year.

From the number of voicemails and emails we have received, I can tell that our members have also been hard at work. I continue to check the voicemails on a weekly basis and relay your questions on to the appropriate board members so that they may use their expertise to answer each and every one. We encourage any further questions from our members to continue to be brought to our attention- they help us know what's important to you.

In addition to attending the board meetings and assisting with current and future projects, my position as Secretary/Treasurer means that I record and distribute the minutes of all board meetings and, as well, conduct the annual audit of our financial records. The 2011/12 Annual Audit was completed in September and thanks are extended to Carmen Hala and Cathy McAlear for their assistance with the audit.

As a first time board member and recent grad, I have appreciated having the opportunity to both learn and grow as a professional and as a member of ATRA. All of the experiences I have had over this past year have not only benefited me but also the clients I work with. I look forward to this upcoming year and the growth that ATRA will undoubtedly have thanks to the continued dedication and commitment of all of our members!

EDUCATION DIRECTOR REPORT- Tommias French

Being the Education Liaison these past two years has truly pushed me to grow both personally as well as professionally. More than I would have imagined! But, I am truly grateful for having been provided this opportunity and would not exchange it for anything.

Based on feedback from potential members, current professional members and student members as well as from liaising with educational institutions across Alberta, I have learned that gaps exist as our profession continues to be molded and shaped by the world around us. I have also learned that gaps do not always mean failure (this being my previously held assumption), but rather gaps can represent an opportunity for communication, to reflect, to collaborate, to perhaps reflect some more, and to play a active role in adapting this role to better meet the needs of those we currently serve and those whom we may serve in the future.



reports

EDUCATION DIRECTOR REPORT- continued

I wanted to take the opportunity to thank the membership and the Board of Directors for the opportunity to have served as ATRA's Education Liaison over these past two years. When I look back at the goals that I had set for myself in October 2010 when I first stepped into this role I believe that I accomplished most of what I had set out to do. I truly hope that having completed my term that I have shaped this position to better reflect the needs of those we serve. It has been a pleasure and an honor. I wish my incumbent all the success in this new phase of their professional journey.

Education Liaison Highlights:

- Completed the 2010 – 2011 CEU Audit
- Attended the 2011 Annual Symposium and AGM
- 2011 – 2012 CEU Audit is currently in progress
- Attending the 2012 Annual Symposium and AGM
- Created a preliminary document for conducting official CEU audit

COMMUNICATION DIRECTOR REPORT- Susan Spyker

I began my position with the board in March of 2012 with the first meeting attended on March 24 in Calgary. It was great to meet the rest of the board and to gain perspective on my role as Communications Director after great orientation by Colene McQuaig.

I came on board after the February 2012 Therapeutic Recreation Week. There were a lot of great resources available through the ATRA and CTRA websites to fuel the imagination and enthusiasm. I hope that I will be able to provide some assistance in building excitement for sharing and educating our peers, team mates at our work place, the patients/residents we work with and the greater community on what Therapeutic Recreation is and can be. I look forward to hearing from you if you have any ideas on how to get ideas out to the membership. I also, look forward to getting input from you on what you have done and found fun and successful in sharing during TR week.

I have attended the subsequent board meetings and continue to learn about our great organization and the future directions my role has and the organization as a whole.

My task now is to be prepared to recognize and communicate to the membership how much we value the volunteer hours put in to have regional chapter meetings, to plan and host symposiums, to sit on committees and more. I look forward to communicating the board's appreciation to each and hopefully every valuable volunteer over the past year. There are so many people involved and needed in making an association active and exciting. Please keep me informed of the volunteers in the chapters/regions and on committees from May 2011 to April 30, 2012.

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reports

COMMUNICATION DIRECTOR REPORT- continued

I have looked into a discussion forum for our website. I have heard that the impetus for such communication may be strong at the outset but historically in other forums the communication format becomes lifeless. The question now is whether or not a blog type format for communicating with the membership is a better alternative. A blog format allows for reader response. Arising from this idea is how often should a blog entry be posted? How long do you allow a thread to continue? Who is interested? What are the topics of interest? Or is there another social media forum for the membership to make comments, announcements and observations for all to read and ideally have some response?

In the future I will be involved in publishing the ATRAbute magazine. Print copies will be sent to all members, however I also look forward to hearing your feedback on a digital version. So far we have great articles for the magazine related to active living and obesity and others.

I look forward to the regular board meetings which are very productive. Discussion and direction indicates new horizons for TR as we continue on the path to professional practice. These are exciting times.

NORTH REGION REPORT- Renate Sainsbury (Chair) and Daisha Weber (Vice Chair)

Member Turn Out: This has been a great year for member turn out to meetings with the attendance of 19 members at the September 2011 meeting, 26 members in November 2011, 21 members in February 2012 and 32 members last April 2012. Thanks to everyone who made it out to the meetings, hopefully in 2012/2013 we will continue to see an increase in member attendance. Next time bring a friend or colleague! Non-members may attend an ATRA chapter meeting once before requiring membership so encourage anyone who may be on the membership fence to come to that first meeting, no questions asked.

Guest Speakers: The North Chapter has had an excellent year for guest speakers and was excited to broaden our horizons with interdisciplinary presentations from fellow professionals in Edmonton. All presentation material is available under the members section of the ATRA website. A huge thank you to everyone who made presentation referrals and of course extended gratitude goes out to each of our fantastic speakers.

Volunteers: Thank you to all of the countless North Chapter volunteers who have been involved working on various committees this year. Member volunteers have actively sat on the Professional Advancement Committee, the Symposium committee, the CTRA Sponsorship Committee, and the TR Tuesday Committee to name a few. Anyone interested in volunteer opportunities please come out to the next chapter meeting or contact any of your representatives on the Executive Committee.



reports

NORTH REGION REPORT- continued

Executive Meetings: The 2011/2012 North Chapter Executive Committee was made up of Renate Sainsbury (Chair), Daisha Weber (Vice Chair), Sarah James (Secretary), and Julianne Symmons (Treasurer).

Sponsorships: In October, the North Chapter sponsored the Limelight Festival which highlighted disability in film. The ATRA logo was put on their posters and an ATRA banner was hung at the event. In November a CTRA Sponsorship Committee was formed and the North Chapter has since sent 2 members to the 2012 CTRA Conference.

TR Tuesdays: The TR Tuesday committee has been working hard all year to set up fun, social networking opportunities for ATRA members and students. A Facebook page for the group has been created called "ATRA Northern Chapter Professional Network". Like this page and you will have access to events posted and inviting others. TR Tuesdays will continue to run through next year. Members, interested non-members and students are all encouraged to attend. See the Facebook page for more details.

On behalf of the North Chapter Executive Committee, thanks for all your hard work and involvement with ATRA. We are looking forward to another great year!

CENTRAL REGION REPORT - Lesley Baker

Symposium: A lot of energy was spent preparing for the 2011 Symposium which was held in Calgary October 13-15th. Rod Dieser was our Key note speaker and there were breakout sessions featuring nine different leisure related topics. This was a very successful Symposium with about 140 attendees. Thank you to all the committee members who committed their time to making the Symposium a great learning experience.

Education: In September an enthusiastic group attended a Drumming session led by Jason Johnson, Recreation Therapist at Bethany Cochrane; in November Emily Dukeshire, who received funding for the 2011 Symposium spoke about the material that she learned from the sessions that she attended; and in January there was a presentation on Memory Plus by Bev Hillman, Program Coordinator.

TR Week: A Drumming session was planned, however the facilitator did not show, however members enjoyed networking. A door prize consisting of the cost of the registration fee for the 2012 Symposium was given to Judy Dravucz.

CTRA Sponsorship: Central region chapter and executive agreed to provide money to sponsor three awards of \$1500 to attend the 2012 CTRA Conference in Halifax in June, with the stipulation that these members will speak about their experiences at the September 2012 Central Chapter meeting. Congratulations to: Judy Dravucz, Rhea Kowalczyk and Kristina McGowan.

Student Scholarship: Central region chapter and executive agreed to provide \$1000 to a student pursuing post secondary education. Congratulations to Andrea Konno.



reports

CENTRAL REGION REPORT - continued

Year End Event: Darlene Murphy organized a Glass Fusion Workshop for Central Chapter members in June. It was a great way for Recreation Therapists to get together enjoy some great food and learn a new pursuit.

Finally, I would like to take this opportunity to thank the past Central Region Executive for all their work and enthusiasm. Thanks to Rhea Kowalczyk, Vice Chair; Courtney Bartman (Treasurer); Blanche Chymycz (Secretary); Pam Wong (Education Liaison). Also, thanks to past executive members: Glenn Skimming (Chair); Jerry Mucke (Treasurer) and Emily Dukeshire (Secretary-maternity leave).

LETHBRIDGE CHAPTER REPORT - Amanda Allen

The Lethbridge Chapter met five times over the past year. During our meetings different education sessions were offered. A lawyer came and spoke to the group about power of attorneys, wills and other legal information that our clients may face or may need to know. A RN spoke about the importance of documentation. A home care centre brought in various items that are used by people with disabilities. A reflexologist demonstrated the practice and how it benefits the elderly.

During TR week our chapter hosted a bowling party. 9 facilities (with a total of 59 people) throughout the south region participated. The clients/residents/patients bowled and a social lunch followed. It was very well received and it was a great way to celebrate and promote TR.

The Lethbridge Chapter currently does not have a Chair person and we will be working towards filling that vacancy.

PALLISER CHAPTER REPORT - Rebecca Gedney

Meetings: We are providing telehealth so the members out of Medicine Hat can join us for the meetings.

Education: We have had a guest speaker at every meeting.

January 18 – Medicine Hat Special Transit – presented on the services they provide. She provided handouts and registration forms for special transit users.

March 21. Experimental Learning within a Therapeutic Environment – Presented by Belinda Hurlbert.

May 16. Qi Gong – a way to cultivate energy by combining gentle stretches, strengthening postures and flowing movements. It was adapted for seniors or persons with physical challenges. Presented by Deanna Ries.

TR Week: Each facility held their own events to celebrate the week. Our chapter bought promotional items and distributed them to each ATRA member to hand out during TR week. Members came together for supper that week.



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.

Correspondence: Responded and/or forwarded written correspondence, voice mail and email. Email continues to be the preferred method of correspondence by our membership. The electronic newsletter was distributed at least once per month over the past year and helps to keep our members up-to-the-minute with ATRA news and announcements. In addition, I send out e-newsletters to specific regions/chapters when asked to do so.

Membership Processing: We finished the 2011/12 membership year with 422 members, which was an increase from the previous year's total membership of 406. A breakdown of members by region and by membership category is shown below.

Members for 2011/12 Membership Year = 422

North Region	219	Registered Professional	373
Central Region	122	Associate	5
Lethbridge Chapter	59	Student	44
Palliser Chapter	16		
Other	6		

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

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



reports

MEMBERSHIP REVIEW COMMITTEE REPORT - Jane Papenhuyzen, Chair

Central chapter volunteers continue to meet monthly to review new applicants to ATRA and ensure the applicants meet the ATRA professional membership criteria. Committee volunteers for 2012 are Barb Smith, Tracey Vigneault, Stephanie Hellier, Nicole Brander and Janene Burwash. Two to three volunteers attend each meeting, resulting in a once per two month commitment for one hour. We approved high numbers of new applicants in April and May 2012 (21), otherwise we review an average of 4-5 new applicants per month.

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

In January, we completed a new Terms of Reference which can be viewed on the ATRA website.

In March, we completed a summary of new ATRA memberships recorded over the past two years and came up with the following numbers:

- 1) total new accepted applicants between March 2010 to March 2012 = 86
- 2) 57% degree grads, 43% diploma grads
- 3) 22% from out of province
- 4) 39% University of Alberta
- 5) 28% Lethbridge College
- 6) 0.02% Norquest College (2012 is the first year for diploma grads)
- 7) 0.09% Mount Royal University (diploma program no longer offered)

This year, we started to see new applicants who require the Verification of Practicum/Internship hours. This is required for new graduates after May 2011. To date, these forms have been completed by these applicants, although we have run into problems when student preceptors have let their ATRA membership lapse. It is imperative to maintain an active professional membership if you are signing this verification form, otherwise you may jeopardize the applicants' memberships.

The position of chair is appointed by the Board and reports through the ATRA President. I will let my name stand for re-appointment as the Committee Chair for 2012-2013.



motion

9.01 ATRA's current renewal date is May 1st. CTRA's current renewal date is April 1st. ATRA currently has a membership agreement with CTRA that ensures educational criteria is met at both the provincial and national level. Membership with ATRA is mandatory in order to receive membership with CTRA. Membership with CTRA is not mandatory for ATRA members and will not become so. The alignment of renewal dates is an effort to alleviate administrative issues that have occurred.

Be it resolved that:

As of April 1, 2013, the ATRA membership year will be from April 1st to March 31st. Membership fees will be pro-rated in the first year of 2013 to account for the one month earlier registration.

nominations

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

Kari Medd - President

It has been a privilege and remarkable learning experience to be president of ATRA over the past 2 years. As a board we have worked hard to continue with the process of preparing for the potential transition to self-regulation under the Health Professions Act. We have modified and established various policies, communicated with educational institutions, networked with other provincial associations and stakeholders in an effort to be proactive and prepared for the establishment of a regulatory college. Although it has been a lot of work it has also been an opportunity to continue advancing our profession, which I am passionate about. It is because of this that I would like to allow my name to stand for another term as president. I have been a member of ATRA since completing my Bachelor of Arts degree in Recreation Administration with a focus on special populations at the University of Alberta in 1999. I have been involved with the Board of Directors in varying capacities over the past 8 years. I had the privilege of serving as Education Liaison, on various committees during the process of preparing the Health Professions Act application and as president for the last 2 years. I currently work as a Recreation Therapist at Alberta Hospital Edmonton on the Forensic Rehabilitation Unit. Thank you for your consideration.



financials

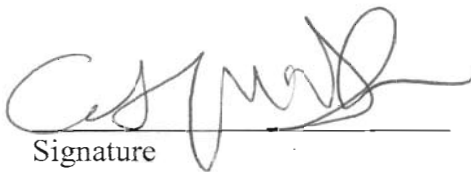
September 12, 2012

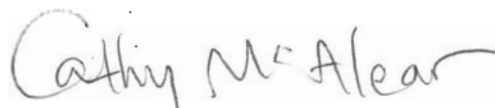
To: ATRA Membership

From: ATRA Audit Committee 2012


The Alberta Therapeutic Recreation Association's financial audit was completed by the Audit Committee on September 12, 2012. The Audit Committee, all current members of ATRA, reviewed the financial records and found no discrepancies.

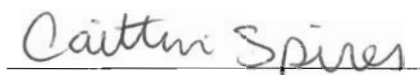
Audit Committee:

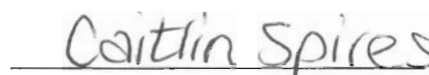

Signature


Cathy McAlear
Print Name


Signature


Carmen Hala
Print Name


Signature


Caitlin Spires
Print Name



financials

Alberta Therapeutic Recreation Association Financial Statements Year Ended May 31, 2012

RECEIPTS	2012	2011
101 Membership Fees	116,770.00	99,790.00
102 CTRA Fees	9,333.00	9,700.00
103 Promotional Sales	1,958.00	3,353.00
104 Fund Raising	-0-	-0-
105 Symposium	6,240.00	6,784.00
106 Donations	-0-	-0-
107 Interest	852.00	385.00
108 Misc Income	-0-	-0-
TOTAL INCOME	135,152.00	120,012.00
DISBURSEMENTS		
201 Membership Disbursements	11,763.00	11,243.00
202 CTRA Fees	8,430.00	10,115.00
203 Contract Work / Honorariums	22,600.00	21,939.00
204 Postage / Courier	1,602.00	1,340.00
205 Printing	6,079.00	2,421.00
206 Office Supplies	130.00	219.00
207 HPA Expenses	-0-	503.00
208 Rent	3,240.00	3,240.00
209 Insurance	1,685.00	1,830.00
210 Board / Committee Travel & Expenses	14,696.00	6,568.00
211 Telephone	1,293.00	1,214.00
212 Sponsorship / Advertising	2,350.00	2,143.00
213 Awards	2,425.00	2,016.00
214 Memberships / Registrations	-0-	-0-
215 Symposium Expenses	-0-	631.00
216 Website	8,144.00	3,927.00
217 Promotion Expenses	1,943.00	6,585.00
218 Misc Expenses	50.00	-0-
219 Bank Charges	3,089.00	2,160.00
220 Discipline Committee	-0-	-0-
221 HPA College	-0-	-0-
TOTAL EXPENSES	89,518.00	78,094.00
NET INCREASE (DECREASE)	45,634.00	41,918.00



financials

Alberta Therapeutic Recreation Association Financial Statements Year Ended May 31, 2012

	2012	2011
Bank Balance Beginning of Year (includes GIC)	290,290.00	248,372.00
Net Increase in Equity (See Statement of Receipts & Disbursements)	45,634.00	41,918.00
Deferred Membership Receipts 2012/2013 (ATRA - 91,090.00 / CTRA - 9,025.00)	100,115.00	86,960.00
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Sub Total	235,809.00	203,330.00
MEMBERS EQUITY - BALANCE END OF YEAR	235,809.00	203,330.00
ASSETS	235,809.00	203,330.00
LIABILITIES	0.0	0.0
Year End Balance - North Region	10,841.56	15,907.35
Year End Balance - Central Region	15,302.20	14,113.17
Year End Balance - Lethbridge Chapter	3,653.30	3,603.65
Year End Balance - Palliser Chapter	1,102.66	1,207.04



Alberta Therapeutic Recreation Association

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