VISION
To regulate and advance the professions of architecture and interior design in Alberta.

MISSION
The AAA is a community of architects and licensed interior designers that represent the public interest in the administration of the Alberta Architects Act.

MANDATE
The association fulfills its mission by regulating, advising, promoting and supporting our professions.
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Middle Row (left to right): Kurtis Nishiyama, John Harrop, Walker McKinley, Michelle Morrell

Front Row (left to right): Donald Davidson, Jane Lawson, Coben Christiansen
About the AAA
The Alberta Association of Architects (AAA) is a self-governing professional body charged under the Architects Act, R.S.A. 2000, c. A-44 and General Regulations with the registration, licensure and practice of registered architects and licensed interior designers (LIDs) for the protection of the public in the province of Alberta.

Strategic Plan
In July 2010, AAA Council established a strategic plan for the association that highlighted the priorities and goals to be carried out from 2011 through 2014. This plan was put into effect in January 2011. 2015 will bring a new strategic plan for the association, with updated priorities and initiatives.

Strengthen Governance of the AAA
Objective: Provide a clear understanding and guide for the AAA governance structure for council, committees, volunteers and administration.
Key Strategies: Active leadership by Council.

Strengthen Administrative Support of the AAA
Objective: Provide the support required to implement the strategic plan.
Key Strategies: Efficient and effective workflow and administrative processes.

Grow the Membership
Objective: To increase membership by 50 annually.
Key Strategies: Proactive programs to gain additional interns and review and enhance affiliate membership.

Communications/Outreach
Objective: To have a communication strategy that will engage all stakeholders of the AAA.
Key Strategies: Develop ways and means to have touch points and to deliver our value proposition with/to stakeholders.

Increase Member Competence
Objective: To be proactive in assisting members on issues of professional practice.
Key Strategies: To provide meaningful professional development programs (pre and post) where members look to the AAA first for support to enhance their practice.
Banff Heritage Corporation
Roland Charpentier, Architect, AAA

CALA: ExAC Committee
Chris Babits, Architect, AAA

CALA: International Relations Committee
Peter Streith, Architect, AAA

City of Calgary:
Urban Design Review Panel
Janice Liebe, Architect, AAA
Keir Stuhlmiller, Architect, AAA
James McLaughlin, Architect, AAA
Tomasz Sztuk, Architect, AAA

City of Edmonton:
Historical Resources Review Panel
Ian Morgan, Architect, AAA
David Murray, Architect, AAA

Edmonton Design Committee
Robert Labonte, Architect, AAA

EVDS Faculty Council
Mark Chambers, Architect, AAA

Safety Codes Council:
Barrier Free Council
Barry McCallum, Architect, AAA

Safety Codes Council:
Building Technical Council
Gregory Beck, Architect, AAA

Safety Codes Council:
Elevator Technical Council
Amir Hemani, Architect, AAA

Safety Codes Council:
Fire Technical Sub-Council
Ulrik Seward, Architect, AAA
Organization Design

AAA’s 2014 Committees
Life Members

J. B. “Jock” Bell
Peter Burgener
Howard Bouey
Robery Bouey
Allan Burrows
Norman Croll
George Gerencser
Barry Graham
Ken Hutchinson

Conrad Loban
Rudy Mangold
William Milne
David Monsen
Joseph Naito
Blake Pratt
George Robins
John Rockliff
Harold Saxby

Casey Skakun
Walter Spotowski
Nicholas Stroich
L. Frederick Valentine
Ronald Waterfield
Morley Workun
Artur Zajdler

Honorary Members

Mac Bourassa
Fred Colborne
James Dow
Justice Robert A. Graesser
Denis Herard
Pater Odinga

William Perks
Michael Ross
Gerald Tersmette

AAA Administration

Barbara Bruce
Executive Director

Helen Wong
Accountant

Kelsey Rutar
Registration Administrator

Salwa Shmeit
Legal Researcher

Jackie Hessels
Office Assistant

Jenine Cerny
Communications Manager

Yasmin Tejpar
Intern Administrator

Jackie Hessels
Office Assistant

Michelle Morrell
Registration Manager

Heather Pack
Marketing Assistant

Erin Letendre
Executive Assistant

Kathy Saunderson
Professional Development Coordinator

The Alberta Association of Architects

8
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President’s Report

2014/2015 was and continues to be an extremely active term, and I am honoured to have been elected council president. Following the competent and dedicated leadership of our Past President, Mark Chambers, I have been busy dealing with the numerous initiatives being addressed by our association.

Our 2014 AGM and Banff Session were high notes for me. Our membership attendance was the highest to date, and although we did not have an executive director, all of our Duggan House staff was there pulling together as a team, exhibiting such a great degree of professionalism, dedication and support. Another high note was our annual Think Tank retreat at Ghost River, where our new council met to determine roles and, more importantly, to discuss initiatives. We diligently worked on examining, evaluating, and strengthening our vision, mission, values and strategic plan. By doing so we created a map to guide us in strengthening the governance and leadership of Council so as to better serve our members. To our licensed interior design members; we have made it a priority to better represent and support the profession of interior design in Alberta.

The legislation review continues to be a priority. The Legislation Committee and the numerous task forces continue to work diligently to distill the essence of the Act and regulations as mandated and voted on by our membership, modified relative to our contemporary context and in anticipation of our future realities. I thank all members who have been involved in the discussions and debates in preparing our position for consideration by the Alberta Legislature next year. I would also like to thank Councillor Patti Swanson for providing leadership through this challenging process. Working for the public good is of utmost importance, and our ability to do so is somewhat contingent on the outcome of our legislation review.

Mark Chambers and I were present at the Validation Conference in Saint-Sauveur, Quebec which was hosted by the Canadian Architectural Certification Board (CACB). The event was attended by architectural school representatives, intern architects from all regions, and practitioners. The conference provided an in-depth and rigorous review on how architectural education is adapting and anticipating changes in the profession. The conference engaged key partners in a dialogue on the emerging and future educational and internship needs, as well as focusing on the conditions and the procedures for accreditation.

The Canadian Architectural Licensing Authorities (CALA) annual conference was held in Charlottetown in the fall of 2014, hosted by the Architect Association of Prince Edward Island. The International Relations Committee (IRC) has been very active in pursuing Mutual Recognition Agreements (MRA) with other jurisdictions. At the conference, all 11 associations signed an MRA between Canada, Australia and New Zealand. The respective qualifications of architects are recognized by each jurisdiction, thereby providing mobility between the three countries. These agreements are extremely important in allowing our members opportunities to further develop their skills and to utilize them around the world. The MRA also enables the achievement of one of our core strategic plan goals; membership growth.

Our task is to continue to define a new and exciting future for the association and our professions.
Vice President’s Report

I am honored to have been chosen as the 78th AAA President and I look forward to leading the Council in the 2015/2016 term. I hope to continue working towards the membership’s many deserving goals with integrity and dedication. I would like to acknowledge all members of the current council, and those I have had the pleasure to serve with and learn from. Their time, expertise, enthusiasm and energy is greatly valued and appreciated.

Your council has continued to be focused on the review of the Architects Act and General Regulation. Thanks to our dedicated volunteers, we will see this important endeavour move forward to the next stage of consultation with government. Council also made a decision to engage a new Director of Practice. The position will maintain administrative responsibilities over practice-related matters relevant to the association. They will work closely with the Practice Advisory Committee (PAC) and our Executive Director to support the membership.

As an association of architects and interior designers, your council has struck an Interior Design Task Force to review interior design related challenges and opportunities. Jane Lawson and I co-chair the task force, and I look forward to establishing how our association can support and strengthen the profession of licensed interior design. I thank these dedicated members for their help in improving our profession.

The AAA experienced a transition in 2014. I would like to recognize the staff of Duggan House for continuing association initiatives and for their commitment to providing excellent member service. It is my pleasure to welcome our new Executive Director, Barbara Bruce, to the AAA. Her years of experience supporting and promoting architecture and licensed interior design in Alberta will provide us with strong strategic and operational leadership in the years ahead.
National Initiatives

The AAA actively engages with the regulators in Canada and the Canadian Architectural Licensing Authorities (CALA) on several initiatives. At present there are four committees:

Committee of the Examination for Architects in Canada (CExAC)
The 2014 sitting of the Examination for Architects in Canada (ExAC) had somewhat fewer interns writing than last year, but more than in 2012, reflecting the increase seen since British Columbia adopted the exam. The clean pass rate remains stable since the exam’s inception in 2008, and consistent detailed review of exam results ensures the exam remains a reliable means for testing Canadian architectural interns.

CExAC continues to look for ways to improve the administration of the exam. A recent objectives review was undertaken, and improvements were made to the website and online registration process. CALA recently ratified further changes to ensure consistency of the CExAC, adjusting terms for committee members from 2 years to 3 years, and sequencing the terms to one that is staggered equally, providing a potential 1/3 committee turnover in any given year. The exam dates for 2015 are November 2 and 3, and registration will open the first week of June 2015.

The CExAC wishes to thank those who volunteered their time to make this year’s sitting of the exam such a success. Without the support of established members of our profession, the exam would not be possible. The CExAC is always looking for volunteers to become involved in question writing in the early spring, question vetting in the fall and marking in December. Participation from Alberta is always greatly appreciated.

Canadian Architectural Certification Board (CACB) Standing Committee
This is an ongoing committee that is currently working with both the Canadian Schools of Architecture (CCUSA) and the board of CACB to complete the review of the validation conference held last September. There were many suggestions that came from the conference that the committee is reviewing and developing a report for a consultative process with both the regulators and schools. As we work with the schools and CACB, the committee is working with the intern program to ensure that any changes to the accreditation process results in modifications to the intern program. The process will take some time to complete; hopefully by the spring of 2016.

The Broadly Experienced Foreign Architect (BEFA) program has been operational for two years with approximately 216 applicants with 26 applicants being licensed in various jurisdictions across Canada. At the start of the program we had committed to undertaking a review of the program which will be started later this year. A funding application has been submitted to the federal government to undertake this review and look at the possibility of CACB providing services to Immigration Canada for the certification of degrees.

The committee will also be requesting nominations for new board members for CACB and a further review of the bylaws for CACB to meet the new federal statute.

Internship in Architecture Program (IAP) Task Force
The IAP Task Force continues to fulfill its role to assist intern architects to develop their experience, knowledge and skills as they work towards registration as full, registered members of the AAA. There are currently 381 individuals enrolled in the program in Alberta. Intern information sessions were held in both Calgary and Edmonton early in 2015, and were well attended by highly engaged participants eager to better understand the program.
The IAP relies heavily on the participation of supervising architects. These individuals guide and support the interns on a daily basis in the working environment, ensuring practical architectural experience is gained in the transition from education to practice.

Mentor architects meet regularly with the interns to provide guidance regarding career objectives and broader issues related to the profession. Both supervisor and mentor roles are integral to the IAP process. In support of the volunteer efforts and the internship program, the national IAP Task Force is working on an update to the mentor guidelines.

The option of taking the ExAC has remained the preferred approach among AAA Interns in 2014. Fifty-six candidates have written some or all of the ExAC exams this year and a few are continuing to do the National Council of Architectural Registration Board (NCARB) exams.

**International Relations Committee (IRC)**

The IRC has been working towards reaching an agreement that will allow architects movement between Canada and countries within the Architects Council of Europe (ACE). This initiative is making strides towards the harmonization of education and regulatory practices on an international level, making way for greater opportunities for Alberta architects. The IRC conducted a workshop on May 1, 2015 in Victoria with all of the Canadian regulators to discuss the ongoing negotiations with ACE.

The new reciprocity agreement between NCARB and CALA came into effect on January 1st, 2014 and as of November 2014, 40 of the states have signed onto the agreement. NCARB is still working with a number of states and hopefully before the end of the year another 5 states will be able to sign on.

A tri-national Mutual Recognition Agreement (MRA) between the United States, Canada, and Mexico was announced in November 2014. This MRA makes it possible for architects to work across North American borders.

On February 18, 2015 Australia, Canada and New Zealand signed an MRA that allows for fast-track cross-border registrations of senior architects between the three economies. Thus Canada is obliged under the MRA to accept Australia or New Zealand’s assurance that the Australian or New Zealand Asian Pacific Economic Cooperation (APEC) architect making the application is competent and safe to practise in terms of the generic skills, knowledge and attitudes required of an architect. The same also applies the other way when a Canadian APEC architect applies for registration in Australia or New Zealand.

Initial talks have taken place with Japan in the hopes of a future agreement similar in scope as the aforementioned. Such initiatives can further increase the opportunities for Alberta architects to practice in various jurisdictions around the world.
Registrar’s Report

I am pleased to report the continuing growth of the AAA membership during 2014, although it has been somewhat less pronounced than in the recent past. The AAA experienced a modest increase of 2.4% in the number of registered architects to 1100, and an increase of 6% in the number of licensed interior designers to 70 at year end. In contrast, we experienced a slight decline in the number of intern architects and intern interior designers. The membership in those categories, numbering 357 and 40 respectively, are still substantial compared to the number of registered and licensed practitioners. In a reflection of the demographic changes occurring in the working public at large, the number of retired members continues to increase, now standing at 63 at year end. When all categories of membership are considered, the AAA has grown marginally by approximately 1% to 1734 during 2014.

The detail figures for newly registered members in Alberta during 2014 are as follows:

- 35 through completion of internship (first registration)
- 68 through reciprocity (Canadian Professionals)
- 16 through inter-recognition (U.S. Professionals)
- 2 through the Broadly Experienced Foreign-trained Architect Program
- 5 through reinstatement (previously registered with AAA)

In an increased effort to maintain both uniformity and compliance with the Architects Act and General Regulation, we continue to review and approve new practices and revisions to existing practices. Our records at year end reflected a total of 613 firms and corporations, of which 241 (40%) are located outside Alberta.

The AAA continues to participate in national and international negotiations, aimed at smoothing the process of registration across provincial jurisdictions. The AAA strives increasingly to achieve international recognition beyond agreements already in place with most U.S. jurisdictions. The AAA supported negotiations that were initiated and are continuing with international architectural registration jurisdictions in Mexico and the Common Market countries. Significantly, during 2014, an inter-recognition agreement (APEC) was realized with the architectural registration jurisdictions in both Australia and New Zealand.

We continue in efforts to standardize and simplify the registration process for registered architects and licensed interior designers and their practices. In conjunction with the ongoing legislation review, some small but useful changes governing the process of registering firms and corporations have been proposed, holding the promise of reduced complexity, if implemented.

As Registrar, I have confidence in the thorough procedures and record keeping which attends the registration of registered architects, licensed interior designers, and practices at the AAA. I express my gratitude to the staff at Duggan House who continue to be on top of the considerable administrative challenges posed by the registration process, and who contribute purposefully to the regulation of the practice of architecture and interior design within our mandate to protect the Alberta public.
The mandate of the AAA Registration Committee is to complete a detailed screening of applicants to the professions of architecture and interior design. The committee reviews all the intern architect and intern licensed interior designer experience log books, ably assisted by the staff at Duggan House. When the log books have been successfully completed, the interns apply to become registered architects or licensed interior designers. Prior to acceptance for registration or licensure, each candidate is interviewed as a final assurance that they are ready to become practicing professionals.

The Internship in Architecture Program (IAP) has been established by the Canadian Architectural Licensing Authorities. The objectives of the IAP are:

- To define and document areas of architectural practice in which professional knowledge and skills must be gained in a structured, supervised and mentored environment;
- To provide a uniform system for documentation and periodic assessment of internship activities;
- To provide feedback and guidance to the Intern; and
- To involve the members of the profession in the development and training of future members.

To qualify for registration as an intern architect, the applicant’s architectural degree must be certified by the Canadian Architectural Certification Board (CACB). Each Canadian school of architecture is currently accredited and the CACB has granted provisional status to numerous recipients of foreign architectural degrees while they complete some educational upgrading in Canadian professional practice. To qualify as an intern interior designer, the applicant’s degree must come from a Council for Interior Design Accreditation (CIDA) certified institution such as Mount Royal University.

In 2014 there were 62 new intern architects for a total of 357 and 5 new intern interior designers for a total of 40. An intern architect is required to write the ExAC in order to qualify for registration. The Examination for Architects in Canada (ExAC) can be taken after an intern has completed 2800 logged hours. In 2014, 57 intern architects wrote the ExAC and 39 passed all 4 exams. The Inter-recognition Agreement with the United States has been signed by 40 states to date. These states now accept the ExAC as well as the National Council of Architectural Registration Board’s Architect Registration Examinations (ARE) for reciprocal registration. Some Alberta interns are in the process of preparing for and writing the AREs. There is currently no examination for intern interior designers.

An Interior Design Task Force under the leadership of Jane Lawson has been established to develop core competencies and to recommend improvements to the Intern Interior Designer Program. The recommendations of the task force are expected to be implemented in 2015.

I remain confident that, over the year, we have developed a thorough and fair system of due diligence, and that our ability to respond to our interns and to unique situations has evolved to be efficient and equitable. I thank the committee and the staff at Duggan House for their impressive efforts. Thanks also to our Registrar, Robert Bennett, who continues to assist the committee, and to our Vice Chair, Councillor Walker McKinley.
## Membership

AAA membership as of December 31, 2014.

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The AAA Legislation Committee was created in 2012, after the Government of Alberta (GOA) indicated its plans to update the Architect Act and General Regulation. Chaired by Doug Ramsey until the spring of 2014, 13 guiding principles were developed which were based on the work of five task forces: Complaints; Practice Review; Practice Entities; Professional Liability Insurance and Title, Scope and Allied Professions. These guiding principles were voted on by the AAA membership in the spring of 2014 and have formed the basis of the on-going work of the committee and Duggan House administration.

In June of 2014, I took over the role of chair. Over the past year Co-Chair Robert Bennett and I have met with the original five task forces to determine the next steps. These task forces have all agreed to stay on to help determine strategies for developing the regulations and ultimately the bylaws. The two remaining task forces: Registration and Joint Board have begun their work based on the guiding principles. Discussions with the Association of Professional Engineers and Geoscientists of Alberta have taken place and changes to the Joint Board have been agreed to in principle based on these discussions.

With the guiding principles in place, the committee and Duggan House administration has begun the process of working with the GOA to prepare the documentation for the changes to the Act. Monthly meetings are occurring with the Government as the documentation necessary is very detailed and requires a great deal of background research. The goal now is to negotiate with the GOA based on what the membership has endorsed.

Council is updated regularly on the issues that have arisen from the process of revisiting the Act and is involved in decisions on items going forward that will affect both the regulations and bylaws. As the committee proceeds, they are hopeful that the proposed changes to the Act, and supporting documentation will go before the Legislative Assembly in 2016.
Practice Advisory Committee Report

The Practice Advisory Committee (PAC) is an administrative support body consisting of architects and licensed interior designers operating under the oversight of the executive director. The position of chair rotates on a monthly basis. The committee advises on professional practice related inquiries received by the AAA from the membership, clients, building authorities and the general public.

Over the past year, the PAC has fielded over 80 questions on a variety of topics including:

- Preliminary assessments of unauthorized practice
- Protection of intellectual property and limiting professional liability exposure
- Rules for participating in design competitions
- General practice management issues such as:
  - Succession planning
  - Forms of agreement
  - Schedules of professional involvement
  - Workers Compensation Board insurance
  - Documents management
  - Billing collections
  - Change order management
  - Contractual Relationships
  - Overtime payment
  - Communications and marketing

Some of the more significant accomplishments by the committee over the past year include:

- The issuance of written notifications to potential clients and the general membership cautioning against the provision of uncompensated design services as part of the consultant selection processes resulting in the appropriate adjustments to the procurement documents;
- Clarifying responsibilities and streamlining the process for bringing unauthorized practice concerns to the attention of the Registrar and the Complaints Review Committee; and
- Verifying the responsibility of our members to maintain “personal supervision, direction and control” over their work through all stages of the design and construction review process in accordance with the Architects Act.

Over the upcoming year, the committee looks forward to continuing to assist in updating practice bulletin information, and consulting with building permitting authorities having jurisdiction about professional involvement requirements. Preparing practice guidelines for potential clients and the membership regarding managing intellectual property is also a committee priority for 2015.

Michael Dowler,
Licensed Interior Designer, AAA

Chris Kourouniotis,
Licensed Interior Designer, AAA

Randy Krebes, Architect, AAA

Len Rodrigues, Architect, AAA

Practice Advisory Committee
Complaint Review Committee Report

The complaint review process has been active, and the cases brought to Duggan House have been numerous. All but three files during this current term have been dismissed or have been dealt with. The files that are ongoing are under investigation and will proceed to hearing if they are within the public interest to do so. We entered the 2013 – 2015 Complaint Review Committee (CRC) term with seven cases carried over from previous years. There are now only three of the files from pre 2013 that are still active.

Thank you to our legal counsel Paula Hale and Bill Shores from Shores Jardine LLP, who have been very helpful and insightful into legal compliance and nuances of practice. I would also like to give thanks to our complaint review volunteer membership, particularly to those who served on the various hearings and investigations, and to those who are always ready to do so. Also, we appreciate the commitment and efforts of Brad Kennedy, Architect, AAA who continues as vice-chair.

The complaint review process is confidential, which prohibits us from commenting on the specifics of any case. It does not, however, prevent us from offering observations of apparent trends:

- A general lack of communication and respect between parties resulting in unfulfilled or false expectations;
- The delivery of architectural services without a proper agreement, contract or clear definition of scope and service-principles leading to disputes;
- Delivery of architectural services by those not licensed or registered to do so;
- Withholding Schedule “C” as leverage for payment of fees that may be owing; and
- A lack of professionalism and recognition that the registered member who seals or stamps documents is to have directed or been in control of the work to which the documents pertain.

Consistent with the themes from past years, there still are incidences of complaints lodged that could be legal manoeuvres in positioning for civil suits that use the complaint process as a tool for bargaining, or to use the CRC to help establish unprofessional conduct or unskilled practice for parallel or future civil suits. These cases are scrutinized and handled appropriately by the CRC. We remain consistent in our application of the rules and regulations that govern our practice, and continue to be principled and independent in the face of these tactics.

There is an ever increasing importance and emphasis on the complaint review process. Present-day litigation and due diligence requirements of the courts and legal system is putting an ever increasing pressure on self-regulating bodies (such as the AAA) to be highly comprehensive and thorough in their investigations and handling of complaints. Protecting the public interest and assuring our standard of care is of utmost importance. The CRC is comprised of volunteers, and the AAA relies on their commitment for the many hours of diligent work. If you wish to volunteer and be part of the very relevant responsibility we have as a self-regulating profession, please contact us.

Once again, thank you to the membership for their on-going support. But also, thanks to my fellow members on council; our new Executive Director, Barbara Bruce; Executive Assistant, Erin Letendre; and the rest of the staff at Duggan House for their commitment and guidance.
Professional Development Advisory Committee Report

Professional Development (PD) Events
The PD Advisory Committee, along with the Banff Session Committee and Duggan House staff, hosted another successful Banff Session conference in May 2014. The event drew a record 461 delegates and allowed members the opportunity to not only reconnect with their colleagues but to be inspired and challenged by the varied keynote and professional development speakers. We look forward to an even bigger and more exciting event in 2016.

Our annual PD Day took place in Calgary in October. The theme for the 2014 event was 'Community Well-Being'. A number of PD sessions were offered on topics in support of this theme. Dr. Avi Friedman proved to be an engaging and inspiring keynote speaker for that event. Planning is already underway for our 2015 event!

An inaugural half day PD event was held in Edmonton in April 2015 and proved to be well-received by members in attendance.

National Harmonization
The AAA continues to make changes to its PD program in order to align itself with the national harmonization goal of 70 learning hours over a two year reporting period. Some changes have taken place including the incremental increase of PD requirements, as approved by council. We will continue on this path as we move to simplify and streamline reporting for members.

Thank you to the members of the PD Committee for sharing of their valuable time and expertise.
Early in 2014 a meeting was held in Red Deer with a representative group of licensed interior designers (LIDs) from across the province who have actively participated with the AAA in various ways. The meeting began a very important dialogue with AAA to advance the profession of interior design within our organization and to review current issues that affect the interior design profession and particularly the LID community within the AAA. Issues and challenges were identified, with an outcome being of a series of recommendations for attention by the AAA.

Subsequently, AAA Council established an LID Task Force whose mandate it is to better represent and support the profession of interior design in Alberta. Peter Osborne and I have the privilege of co-chairing this dynamic group. We have begun meeting regularly to work through the recommendations from the Red Deer meeting. In addition to working internally, the task force has had productive meetings with representatives from both the Interior Designers of Canada and Interior Designers of Alberta to gain a better understanding of the opportunities for collaboration between the associations.

This year AAA Council has also continued its commitment to increased engagement with interior design students at Mount Royal University. Council members made a presentation at a lunch time meet-and-greet where students (and prospective AAA members) had an opportunity to learn more about the profession and the association.

I am excited to be representing the interior design profession on AAA Council and thank the dedicated volunteers who are committed to bringing forward positive change for our profession and our association.
The AAA continued its record of strong financial performance in 2014. This year’s financial statements reflect council’s focus on maintaining a balanced budget and providing financial security for the future of the association.

The Auditor’s Report has given us a clean bill of health and provides the requisite third party oversight for our internal financial management and for our stakeholders. I would like to extend council’s thanks to the administration of Duggan House for their careful management of our finances and for the development of the financial statements.

In 2014 operational revenues exceeded expenses by over $600K due to healthy membership, two successful professional development events and prudent management by council and staff. As a result, the association was able to freeze dues for 2015 and increase our reserves to provide a contingency against legal costs relating to professional conduct matters and any other unforeseen expenditures.

Specifically, we were able to transfer over $200K to our designated funds increasing our restricted cash to $1.672M:
- $100K was allocated to top up the Legal Stabilization Fund to $1.1M
- $140K was used to top up the Financial Stabilization Fund to $500K, and
- $6K was used to increase the Duggan House Maintenance and Historic Fund to $72K.

As I remind my colleagues on council, our operational budget cycles every two years due to the impact of the semi-annual Banff Session conference. Thus council has earmarked $525K of unrestricted funds to a number projects in 2015: ongoing legislation review; website development; leadership training; Duggan House elevator repairs and basement remediation; human resources; workstation configuration; and archiving/file conversion.

We commence 2015 in a strong financial position and remain committed to maintaining this position with good management and use of our resources. Council and the administration at Duggan House are dedicated to maintaining our goals of ensuring long-term financial stability for the AAA in the years to come.
Intern Representative Report

It is a pleasure to participate in the work and accomplishments of the AAA this year. As Intern Representative, I am proud and grateful for the opportunity to partake in the AAA’s efforts in continuing to advance the profession of architecture as being vibrant, engaging, and dynamic.

This year the AAA pledged $10,000 to sponsor the attendance of intern architects and intern interior designers at the 2015 Festival of Architecture held in Calgary, Alberta. The festival will host a number of intern-specific events for AAA interns as well as the broader intern community. I look forward to the festival as a unique opportunity for interns to network, engage, and celebrate the profession of architecture and design within their local province.

Following previous years of success, the annual intern information sessions were once again held in both Calgary and Edmonton. The sessions were an excellent opportunity to share new information with AAA interns, and allow them to ask questions about the AAA and the internship process. I was pleasantly surprised by the overwhelming amount of participation and thoughtful conversations which took place at both sessions. I thank all of the interns who participated and shared their experiences, suggestions, and comments with the association.

Finally, over the course of the year, intern representatives and intern architects from across Canada have been sharing various strategies to connect, empower, and promote the role of interns in the professional community. As part of this ongoing initiative, I hope that our collaboration will become a resource that makes a positive impact on advancing the internship experience for AAA members in the future.

I am honoured to be part of such an energetic and motivated council this year and it excites me to witness a growing involvement among AAA interns in their professional community. I look forward to seeing this interest grow and the new opportunities which lie ahead.
The Master of Architecture (MArch) Program in the Faculty of Environmental Design (EVDS) has seen a steady demand for our degree, made evident by applications for admission. Applicants are attracted by our specialties in sustainability, digital design and fabrication, and critical practice, as well as by our study abroad offerings and our location in a rapidly growing city and province. The last year was punctuated by continued renewal of personnel, a strong slate of professional and social events, and a series of awards and honours received by our faculty members, alumni, and students.

As a faculty and a program, we have held numerous public events over the past year. The faculty’s Design Matters lecture series, held at the University’s downtown campus, continues to get great attendance. EVDS also hosted alumni and donor/student awards events off campus, as well as events under the faculty’s makeCalgary brand, including several participatory planning sessions.

On the student side, yoga, puppy days, and a bee hotel construction day have supplemented more typical social events put on by the EVDS Students Association. The AAA student meet and greet in January was a success, and developed interest in the AAA for students. Students were engaged, and pursued further knowledge on the association and the internship process. The Graduating Show opening is on the 23rd of April, with financial assistance from the AAA, RAIC, and local firms. If you miss this exhibit of studio works done by the MArch graduating class of 2015, it will be re-mounted in the EVDS Kasian Gallery for the summer.

Faculty members, alumni, and students made us proud this year with several awards. Some of the awards included Poppy Plaza in Calgary, designed by Associate Professor Marc Boutin and his firm (populated by our alumni) won a National Urban Design Award, a Prairie Design Award, and recently was ranked fourth in the world among the Top 10 World Class Landscape Architecture Projects of 2014. Both Jason Johnson and Caroline Hachem-Vermette have recently landed major national grants for their research. David Correa, a recent MArch graduate, is now pursuing a PhD at the Institute for Computational Design at the University of Stuttgart in Germany, and has received international attention for his research on fabrication and meteorsensitive design. 2014 MArch graduate Nicholas Dykstra was awarded the EVDS academic gold medal, the Royal Architectural Institute of Canada Student Medal, and the University’s sole Governor General’s Award in December.

We are preparing for the Festival of Architecture with Jason Johnson and fellow Associate Professor Josh Taron designing and fabricating a pavilion to be erected in downtown Calgary to house an exhibit for the conference. We are beginning to plan next year’s Design Matters series, which is a great occasion to connect with us, our alumni, and the professional community.

EVDS is developing several post-professional certificates, at least one of which should be opened in the coming year. And finally, EVDS admits the first students into the new Master of Landscape Architecture program this Fall. As these students arrive, we foresee good opportunities for cross-pollination between the professional students in different programs.
Mount Royal University is pleased to announce that, after several years of development, evaluation and assessment, the Department of Interior Design celebrates the start of the new four-year Bachelor of Interior Design (BID) degree program this fall. In September the faculty, staff and current applied degree students will welcome the 40 first year BID students.

Extensive renovations over the summer will provide expanded student spaces and technology. Students and faculty are excited to inhabit, explore and engage in the renovated studio spaces.

Over the next year look for more information on the anticipated BID bridging program, specifically for graduates of the two-year Interior Design Technology diploma programs in Alberta.

Helen Evans Warren  
MRU Representative  
&  
Lauren Fagan, Student Member, AAA  
MRU Student Representative
Volunteer Recognition

*Those who can, do. Those who can do more, volunteer.* Thank you to the following members for doing so much more for our professions:

Suzanne Allard, Licensed Interior Designer, AAA
Ahmed Aref, Intern Architect, AAA
Donna Assaly, Licensed Interior Designer, AAA
Christopher Babits, Architect, AAA
Stephen Barneut, Architect, AAA
Dennis Bathory, Architect, AAA
Gregory Beck, Architect, AAA
Carol Belanger, Architect, AAA
Robert Bennett, Architect, AAA
Dean Benvenuto, Architect, AAA
Perry L. Bergum, Architect, AAA
Jasbir Bhamra, Architect, AAA
Darrel Boles, Architect, AAA
Bill Boucock, Architect, AAA
Stephen Boyd, Architect, AAA
Todd Brooks, Intern Architect, AAA
Stephen Bugbee, Architect, AAA
Doug Campbell, Architect, AAA
Tom Cerkvenac, Licensed Interior Designer, AAA
Mark Chambers, Architect, AAA
Roland Charpentier, Architect, AAA
Coben Christiansen, Architect, AAA
Stephanie Clancy, Architect, AAA
Rob Copeland, Architect, AAA
Grace Coulter, Intern Architect, AAA
Rod Crocker, Architect, AAA
Donald Davidson, Architect, AAA
Amarpreet Dawar, Intern Architect, AAA
Eugene Dejneka, Architect, AAA
Mike Dowler, Licensed Interior Designer, AAA
Michael Dub, Architect, AAA
James Dykes, Architect, AAA
David Edmunds, Architect, AAA
Ali Famili, Architect, AAA
Gerald Forseth, Architect, AAA
Kari Anne Gaume, Licensed Interior Designer, AAA
Cameron Gillies, Architect, AAA
Crystal Graham, Licensed Interior Designer, AAA
Chris Greene, Licensed Interior Designer, AAA
Michele Gunn, Licensed Interior Designer, AAA
Nabil Habashy, Intern Architect, AAA
Derek Haight, Architect, AAA
John Hallett, Architect, AAA
Lyle Hallett, Architect, AAA
Terry Hartwig, Architect, AAA
Amir Hemani, Architect, AAA
Bob Hlavacek, Architect, AAA
Marty Hodgson, Architect, AAA
Matthew Horch, Architect, AAA
Henry Howard, Architect, AAA
Sudiro Huang, Architect, AAA
Salvador Ibarra, Architect (Retired), AAA
Bob Irlam, Architect, AAA
Anurag Jain, Architect, AAA
Mike Johnson, Architect, AAA
Martin Jones, Architect, AAA
Derek Kaplan, Intern Architect, AAA
Brad Kennedy, Architect, AAA
Chris Kouzouniotis, Licensed Interior Designer, AAA
Barry Kowalsky, Architect, AAA
Len Kraemer, Licensed Interior Designer, AAA
Randy Krebes, Architect, AAA
Robert Labonte, Architect, AAA
David Lachappelle, Architect, AAA
Robert LeBlond, Architect, AAA
Janice Liebe, Architect, AAA
John Lovell, Architect, AAA
Judith MacDougall, Architect, AAA

26 The Alberta Association of Architects
Volunteer Recognition (con’t)

William Marshall, Architect, AAA
Glen Martindale, Architect, AAA
Barry McCallum, Architect, AAA
Bruce McKenzie, Architect, AAA
Walker McKinley, Architect, AAA
James McLaughlin, Architect, AAA
Robert Merchant, Architect, AAA
Naomi Minja, Architect, AAA
Grant Moore, Architect, AAA
Ian Morgan, Architect, AAA
Farhad Mortezae, Architect, AAA
Ian Moxon, Architect, AAA
Gordon Murray, Architect, AAA
David Murray, Architect, AAA
Myron Nebozuk, Architect, AAA
Gary Norborn, Architect, AAA
Shelley Nycz, Architect, AAA
Brian Oakley, Architect, AAA
Chad Oberg, Architect, AAA
Linda Olson-Lipinski, Architect, AAA
Peter Ordyniec, Architect, AAA
Peter Osborne, Architect, AAA
Scott Pickles, Architect, AAA
Jan Pierzchajlo, Architect, AAA
Sergio Poles, Architect, AAA
Ronald Poon, Architect, AAA
Kevin Porter, Intern Architect, AAA
Rob Rabinovitch, Architect, AAA
Doug Ramsey, Architect, AAA
Darryl Rewniak, Architect, AAA
Catherine Richardson, Licensed Interior Designer, AAA
Esther Rivard-Sirois, Architect, AAA
Michele Roach, Licensed Interior Designer, AAA
Katherine Robinson, Architect, AAA
Len Rodrigues, Architect, AAA
William Ross, Architect, AAA
Rick Scarff, Licensed Interior Designer, AAA
Ulrik Seward, Architect, AAA
Devon Skinner, Intern Architect, AAA
Leanne Soligo, Architect, AAA
Elizabeth Songer, Architect, AAA
John Souleles, Architect, AAA
Robert Spaetgens, Architect, AAA
Peter Streith, Architect, AAA
Keir Stuhlmiiller, Architect, AAA
Patti Swanson, Architect, AAA
Tomasz Sztuk, Architect, AAA
Dale Taylor, Life Member, AAA
Avery Temofychuk, Architect, AAA
Sandra Valens, Architect, AAA
John Webster, Architect, AAA
John Wheatley, Architect, AAA
Ron Wickman, Architect, AAA
Beverly Wilson, Licensed Interior Designer, AAA
Michael Woodland, Architect, AAA
Chris Woodroffe, Architect, AAA
Luisa Zilla, Licensed Interior Designer, AAA
PAY TO THE
ORDER OF
Silent Auction Proceeds
DATE:
xx/100 DOLLARS
The Calgary Foundation’s Flood Rebuilding Fund
Four Thousand One Hundred Fifty
July 8, 2014
Ja r e d  D e lla  V a lle
A llo y D e ve lo p m e n t
28
2014 AAA Events

- Intern Info Session: Calgary - Jan 22, 2014
- Intern Info Session: Edmonton - Feb 19, 2014
- Induction Ceremony - March 22/14 ✓
- AGM/Member Forum - May 2, 2014 ✓
- Banff Session - May 28-3, 2014 ✓
- Think Tank - June 12-13, 2014 ✓
- Golf Tournament (3rd Annual) - July 17/14 ✓
- CALA Workshop - September 5, 2014 ✓
- CACB Validation Conference - Sept 26-27, 2014 ✓
- October PD Day - October 20/14 ✓
- CALA Meeting - October 23-26, 2014 ✓
- MRCA Student Meet & Greet - Nov 27/14 ✓
- Calgary Holiday Social - November 27, 2014 ✓
- Edmonton Holiday Social - December 4, 2014 ✓
## Budget

For the period January 1 - December 31, 2015

### REVENUE

<table>
<thead>
<tr>
<th>Source</th>
<th>Revenue</th>
</tr>
</thead>
<tbody>
<tr>
<td>Annual Dues</td>
<td>$1,500,000</td>
</tr>
<tr>
<td>Interest</td>
<td>33,000</td>
</tr>
<tr>
<td>Administration Fees/Charges</td>
<td>35,500</td>
</tr>
<tr>
<td><strong>Total Operations Revenue</strong></td>
<td><strong>$1,568,500</strong></td>
</tr>
</tbody>
</table>

### EXPENSES

<table>
<thead>
<tr>
<th>Category</th>
<th>Expense</th>
</tr>
</thead>
<tbody>
<tr>
<td>Council &amp; Committees</td>
<td>$109,484</td>
</tr>
<tr>
<td>Administrative Resources</td>
<td>903,000</td>
</tr>
<tr>
<td>Duggan House Operations</td>
<td>457,276</td>
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<tr>
<td><strong>Total Operations Expenditures</strong></td>
<td><strong>$1,469,760</strong></td>
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</tbody>
</table>

### PROGRAMS REVENUE

<table>
<thead>
<tr>
<th>Source</th>
<th>Revenue</th>
</tr>
</thead>
<tbody>
<tr>
<td>Registration</td>
<td>52,000</td>
</tr>
<tr>
<td>Practice</td>
<td>7,500</td>
</tr>
<tr>
<td>Professional Development</td>
<td>222,250</td>
</tr>
<tr>
<td>Communications</td>
<td>23,010</td>
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<tr>
<td><strong>Total Program Revenue</strong></td>
<td><strong>$304,760</strong></td>
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</tbody>
</table>

### PROGRAMS EXPENSES

<table>
<thead>
<tr>
<th>Category</th>
<th>Expense</th>
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<tbody>
<tr>
<td>Registration</td>
<td>38,000</td>
</tr>
<tr>
<td>Practice</td>
<td>139,000</td>
</tr>
<tr>
<td>Professional Development</td>
<td>107,400</td>
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<tr>
<td>Communications</td>
<td>119,100</td>
</tr>
<tr>
<td><strong>Total Program Expenditures</strong></td>
<td><strong>$403,500</strong></td>
</tr>
</tbody>
</table>

### Total Revenue

<table>
<thead>
<tr>
<th>Revenue</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Total Revenue</strong></td>
<td><strong>$1,873,260</strong></td>
</tr>
</tbody>
</table>

### Operations Surplus

<table>
<thead>
<tr>
<th>Surplus</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Operations Surplus</td>
<td>0</td>
</tr>
</tbody>
</table>

### 2015 Budget by Expenditure Area

<table>
<thead>
<tr>
<th>Expenditure Area</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Operations</td>
<td>1,360,276</td>
</tr>
<tr>
<td>Programs</td>
<td>403,500</td>
</tr>
<tr>
<td>Council/Committees</td>
<td>109,484</td>
</tr>
<tr>
<td><strong>Total Operating Expenditures</strong></td>
<td><strong>$1,873,260</strong></td>
</tr>
</tbody>
</table>
Financial Statements

The Alberta Association of Architects Year Ended December 31, 2014

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Independant Auditors' Report

To the Members of The Alberta Association of Architects

Report on the Financial Statements

We have audited the accompanying financial statements of The Alberta Association of Architects, which comprise the statement of financial position as at December 31, 2014 and the statements of operations, changes in net assets and cash flows for the year then ended, and a summary of significant accounting policies and other explanatory information.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian Accounting Standards for Not-for-Profit Organizations, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

Audit's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, these financial statements present fairly, in all material respects, the financial position of The Alberta Association of Architects as at December 31, 2014 and the results of its operations and its cash flows for the year then ended in accordance with Canadian Accounting Standards for Not-for-Profit Organizations.

Other Matters

The financial statements for the prior year were audited by another firm of chartered accountants who expressed an unmodified opinion dated February 19, 2014.

Edmonton, Alberta
March 12, 2015

Signed: Collins Barrow
Chartered Accountants
## Statement of Financial Position

**December 31, 2014**

### ASSETS

#### Current Assets

<table>
<thead>
<tr>
<th>Description</th>
<th>2014</th>
<th>2013</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cash</td>
<td>$787,670</td>
<td>$1,293,616</td>
</tr>
<tr>
<td>Accounts receivable (Note 3)</td>
<td>$124,162</td>
<td>$82,775</td>
</tr>
<tr>
<td>Inventory</td>
<td>---</td>
<td>$2,436</td>
</tr>
<tr>
<td>Prepaid expenses</td>
<td>$55,248</td>
<td>$64,188</td>
</tr>
</tbody>
</table>

#### Restricted cash (Note 4)

<table>
<thead>
<tr>
<th>Description</th>
<th>2014</th>
<th>2013</th>
</tr>
</thead>
<tbody>
<tr>
<td>Restricted cash</td>
<td>$1,672,000</td>
<td>$1,426,000</td>
</tr>
</tbody>
</table>

#### Long-term investments (Note 5)

<table>
<thead>
<tr>
<th>Description</th>
<th>2014</th>
<th>2013</th>
</tr>
</thead>
<tbody>
<tr>
<td>Long-term investments</td>
<td>$1,412,000</td>
<td>$600,000</td>
</tr>
</tbody>
</table>

#### Property and equipment (Note 6)

<table>
<thead>
<tr>
<th>Description</th>
<th>2014</th>
<th>2013</th>
</tr>
</thead>
<tbody>
<tr>
<td>Property and equipment</td>
<td>$1,341,909</td>
<td>$1,390,759</td>
</tr>
</tbody>
</table>

### LIABILITIES

#### Current Liabilities

<table>
<thead>
<tr>
<th>Description</th>
<th>2014</th>
<th>2013</th>
</tr>
</thead>
<tbody>
<tr>
<td>Accounts payable and accrued liabilities (Note 7)</td>
<td>$178,638</td>
<td>$242,950</td>
</tr>
<tr>
<td>Deferred contributions</td>
<td>$1,369,565</td>
<td>$1,409,733</td>
</tr>
</tbody>
</table>

### NET ASSETS

<table>
<thead>
<tr>
<th>Description</th>
<th>2014</th>
<th>2013</th>
</tr>
</thead>
<tbody>
<tr>
<td>Invested in property and equipment</td>
<td>$3,844,786</td>
<td>$3,207,091</td>
</tr>
<tr>
<td>Internally restricted (Note 8)</td>
<td>$1,341,909</td>
<td>$1,390,759</td>
</tr>
<tr>
<td>Unrestricted</td>
<td>$1,672,000</td>
<td>$1,426,000</td>
</tr>
</tbody>
</table>

### Commitments (Note 9)

<table>
<thead>
<tr>
<th>Description</th>
<th>2014</th>
<th>2013</th>
</tr>
</thead>
<tbody>
<tr>
<td>Contingent liability (Note 10)</td>
<td>$830,877</td>
<td>$390,332</td>
</tr>
</tbody>
</table>

### Approved by the Council

- **President:** Donald Wm. A. Davidson, Architect, AAA
- **Treasurer:** John Harnp, Architect, AAA

The Alberta Association of Architects
# Statement of Operations

For the Year Ended December 31, 2014

<table>
<thead>
<tr>
<th></th>
<th>2014</th>
<th>2013</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Revenues (Schedule 1)</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Operations</td>
<td>$1,756,749</td>
<td>$1,625,880</td>
</tr>
<tr>
<td>Programs</td>
<td>$824,606</td>
<td>$354,386</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>$2,581,355</td>
<td>$1,980,266</td>
</tr>
</tbody>
</table>

| **Expenses (Schedule 2)**  |               |               |
| Operations                | $1,323,762    | $1,368,000    |
| Programs                  | $619,898      | $314,046      |
| **Total**                 | $1,943,660    | $1,682,046    |

**Revenues over expenses**

<table>
<thead>
<tr>
<th></th>
<th>2014</th>
<th>2013</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$637,695</td>
<td>$298,220</td>
</tr>
</tbody>
</table>

# Statement of Changes in Net Assets

For the Year Ended December 31, 2014.

<table>
<thead>
<tr>
<th></th>
<th>Unrestricted</th>
<th>Invested in Property and Equipment</th>
<th>Duggan House Maintenance and Historical Fund</th>
<th>Legal Contingency Fund</th>
<th>Financial Stabilization Fund</th>
<th>Total Internally Restricted Fund</th>
<th>2014</th>
<th>2013</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Balance, beginning of year</strong></td>
<td>$390,332</td>
<td>$1,390,759</td>
<td>$66,000</td>
<td>$1,000,000</td>
<td>$360,000</td>
<td>$1,426,000</td>
<td>$3,207,091</td>
<td>$2,908,871</td>
</tr>
<tr>
<td><strong>Revenues over (under) expenses</strong></td>
<td>$690,657</td>
<td>(52,962)</td>
<td>---</td>
<td>---</td>
<td>---</td>
<td>---</td>
<td>637,695</td>
<td>298,220</td>
</tr>
<tr>
<td><strong>Invested in property and equipment</strong></td>
<td>(4,112)</td>
<td>4,112</td>
<td>---</td>
<td>---</td>
<td>---</td>
<td>---</td>
<td>---</td>
<td>---</td>
</tr>
<tr>
<td><strong>Transfers</strong></td>
<td>(246,000)</td>
<td>---</td>
<td>6,000</td>
<td>100,000</td>
<td>140,000</td>
<td>246,000</td>
<td>---</td>
<td>---</td>
</tr>
<tr>
<td><strong>Balance, end of year</strong></td>
<td>$830,877</td>
<td>$1,341,909</td>
<td>$72,000</td>
<td>$1,100,000</td>
<td>$500,000</td>
<td>$1,672,000</td>
<td>$3,844,786</td>
<td>$3,207,091</td>
</tr>
</tbody>
</table>
# Statement of Cash Flows

For the Year Ended December 31, 2014

<table>
<thead>
<tr>
<th>Cash Provided by (Used in):</th>
<th>2014</th>
<th>2013</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Operating Activities</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Revenues over expenses</td>
<td>$637,695</td>
<td>$298,220</td>
</tr>
<tr>
<td>Charges not affecting cash:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Amortization</td>
<td>52,962</td>
<td>55,523</td>
</tr>
<tr>
<td>Net changes in non-cash working capital items (Note 11)</td>
<td>(134,491)</td>
<td>256,623</td>
</tr>
<tr>
<td></td>
<td>556,166</td>
<td>610,366</td>
</tr>
<tr>
<td><strong>Investing Activities</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Restricted cash</td>
<td>(246,000)</td>
<td>(151,265)</td>
</tr>
<tr>
<td>Purchase of property and equipment</td>
<td>(4,112)</td>
<td>(49,762)</td>
</tr>
<tr>
<td>Increase in long-term investments</td>
<td>(812,000)</td>
<td>(600,000)</td>
</tr>
<tr>
<td></td>
<td>(1,062,112)</td>
<td>(801,027)</td>
</tr>
<tr>
<td><strong>Financing Activities</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Capital lease obligation repayment</td>
<td>---</td>
<td>(5,257)</td>
</tr>
<tr>
<td>Decrease in cash</td>
<td>(505,946)</td>
<td>(195,918)</td>
</tr>
<tr>
<td>Cash, beginning of year</td>
<td>1,293,616</td>
<td>1,489,534</td>
</tr>
<tr>
<td>Cash, end of year</td>
<td>$787,670</td>
<td>$1,293,616</td>
</tr>
</tbody>
</table>
Notes to Financial Statements

December 31, 2014

1. Nature of Operations
The Alberta Association of Architects is a not-for-profit, self-governing professional organization which regulates architects and licensed interior designers in Alberta, in accordance with the provisions of the Architects Act, RSA 2000, c.A-44. As a non-profit organization under the Income Tax Act, the Association is exempt from income taxes.

2. Summary of Significant Accounting Policies

Basis of Presentation
These financial statements have been prepared in accordance with Canadian Accounting Standards for Not-for-Profit Organizations (“ASNPO”).

Cash
Cash is defined as cash on hand and cash on deposit, net of cheques issued and outstanding at the reporting date.

Long-term Investments
Long-term investments are initially recorded at fair value and are comprised of non-redeemable guaranteed investment certificates with maturity terms in excess of one year.

Property and Equipment
Property and equipment is recorded at cost and amortized on a straight-line basis over their estimated useful lives at the following rates:

- Building and improvements 40 years
- Furniture and equipment 10 years
- Computer equipment 3 years
- Computer software 3 years

Course software under development is not amortized until it is put into use.

Leases
Leases are classified as either capital or operating leases. A lease that transfers substantially all of the benefits and risks of ownership is classified as a capital lease; all other leases are accounted for as operating leases. At the inception of a capital lease, an asset and a payment obligation are recorded at an amount equal to the lesser of the present value of the minimum lease payments and the property’s fair market value. Assets under capital leases are amortized on a straight-line basis, over their estimated useful lives. Rental payments under operating leases are expensed as incurred.

Professional Conduct Matters
Costs arising from professional conduct matters are expensed as incurred. Recoveries of these costs are recognized when collection is certain.

Donated Services
The work of the Association is largely dependent on volunteer services contributed by many members. The services are not normally purchased by the Association and because of the difficulty in determining their fair value, donated services are not recognized in the financial statements.
Revenue Recognition
The Association follows the deferral method of accounting for contributions. Contributions are included in revenue in the year in which they are received or receivable, with the exception that contributions to fund a specific future period's expenses are included in revenue in that later period.

Deferred contributions are comprised of membership dues collected in advance, special levies for programs to be completed in the subsequent year and amounts received with respect to discipline matters still unresolved at year end.

Administration fees, professional development, registration and communication revenue are recognized as the services are provided and collectability is reasonably assured.

Sales of documents, forms and publications are recognized once the item has been delivered.

Interest income is comprised of interest from guaranteed investment certificates and is recognized on an accrual basis.

Use of Estimates
The preparation of financial statements in conformity with Canadian Accounting Standards for Not-for-Profit Organizations requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenue and expenses during the reporting period. Significant estimates used in the preparation of the financial statements include allowance for doubtful accounts, amortization and accrued liabilities. Actual results could differ from those estimates.

Impairment of Long Lived Assets
The Association reviews the carrying value of its property and equipment for impairment when events or changes in circumstances indicate an asset’s value may not be recoverable. That is determined when an asset’s undiscounted cash flows are less than its carrying value. An impairment charge is recorded to reduce the carrying value of the asset to its fair value. Impairment charges are not reversed if there is a subsequent increase in its fair value. Amortization methods, residual values and useful lives are reassessed whenever events or changes in circumstances indicate that impairment may be present.

Financial Instruments
The Association initially measures its financial assets and financial liabilities at fair value.

The Association subsequently measures all its financial assets and financial liabilities at amortized cost.

Financial assets are measured at amortized cost include cash, accounts receivable, restricted cash and long-term investments.

Financial liabilities measured at amortized cost include accounts payable and accrued liabilities.

Impairment
Financial assets measured at amortized cost are tested for impairment when there are indicators of impairment. The amount of the write-down is recognized in operations. A previously recognized impairment loss may be reversed to the extent of the improvement, directly or by adjusting the allowance account, provided it is no greater than the amount that would have been reported at the date of the reversal had the impairment not been recognized previously. The amount of the reversal is recognized in operations.
3. Accounts receivable
Accounts receivable consists of the following:

<table>
<thead>
<tr>
<th></th>
<th>2014</th>
<th>2013</th>
</tr>
</thead>
<tbody>
<tr>
<td>Accounts Receivable</td>
<td>$255,493</td>
<td>$182,088</td>
</tr>
<tr>
<td>Allowance for doubtful accounts</td>
<td>(131,331)</td>
<td>(99,313)</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$124,162</strong></td>
<td><strong>$82,775</strong></td>
</tr>
</tbody>
</table>

During the year, the Association recorded bad debts of $32,162 (2013 - $10,750). This amount is included in operating, professional development, practice, communications and registration expenses. The allowance for doubtful accounts includes a provision for discipline case penalties of $102,176 (2013 - $72,842).

4. Restricted Cash
Restricted cash is comprised of $1,672,000 (2013 - $1,426,000) which have been internally restricted for specific programs, as described in Note 8.

5. Long-term Investments
Long-term investments is comprised of the following guaranteed investment certificates:

<table>
<thead>
<tr>
<th></th>
<th>2014</th>
<th>2013</th>
</tr>
</thead>
<tbody>
<tr>
<td>Non-redeemable GIC bearing interest at 1.50% per annum, maturing July 2016</td>
<td>$400,000</td>
<td>$---</td>
</tr>
<tr>
<td>Non-redeemable GIC bearing interest at 1.65% per annum, maturing July 2017</td>
<td>400,000</td>
<td>$---</td>
</tr>
<tr>
<td>Non-redeemable GIC bearing interest at 2.20% per annum, maturing December 2018</td>
<td>306,600</td>
<td>300,000</td>
</tr>
<tr>
<td>Non-redeemable GIC bearing interest at 1.80% per annum, maturing December 2016</td>
<td>305,400</td>
<td>300,000</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$1,412,000</strong></td>
<td><strong>$600,000</strong></td>
</tr>
</tbody>
</table>

6. Property and Equipment

<table>
<thead>
<tr>
<th></th>
<th>2014</th>
<th>2013</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cost</td>
<td>Accumulated Amortization</td>
<td>Net</td>
</tr>
<tr>
<td>Land</td>
<td>$123,936</td>
<td>$---</td>
</tr>
<tr>
<td>Building and improvements</td>
<td>1,422,174</td>
<td>284,819</td>
</tr>
<tr>
<td>Furniture and equipment</td>
<td>147,293</td>
<td>111,804</td>
</tr>
<tr>
<td>Computer equipment</td>
<td>77,629</td>
<td>64,453</td>
</tr>
<tr>
<td>Computer software</td>
<td>145,807</td>
<td>144,715</td>
</tr>
<tr>
<td>Course software under development</td>
<td>30,861</td>
<td>---</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$1,947,700</strong></td>
<td><strong>$605,791</strong></td>
</tr>
</tbody>
</table>
7. Accounts Payable and Accrued Liabilities
Included in accounts payable and accrued liabilities is the following government remittance payable:

<table>
<thead>
<tr>
<th></th>
<th>2014</th>
<th>2013</th>
</tr>
</thead>
<tbody>
<tr>
<td>Good and services tax payable</td>
<td>$ 75,922</td>
<td>$ 58,721</td>
</tr>
</tbody>
</table>

8. Net Assets

Unrestricted
The Association maintains unrestricted net assets to provide sufficient working capital for regulation of the profession and to provide services to its members.

Internally Restricted
Legal Contingency Fund
The Legal Contingency Fund was established with a minimum balance of $1,000,000 to provide for legal and other costs arising from challenges to the profession and professional conduct disciplinary matters. This balance is adjusted annually to correspond to changes in the consumer price index. In the current year, an additional transfer of funds was approved in order to reach a balance of $1,100,000.

Financial Stabilization Fund
The Financial Stabilization Fund was established to safeguard the Association against uncertainty and to provide for unexpected expenditures and new program initiatives. The balance is adjusted annually to correspond, at a minimum, to changes in the consumer price index or by an amount determined by the Council, in order to provide for three months’ operating funds. In the current year, an additional transfer of funds was approved in order to reach a balance of $500,000.

Duggan House Maintenance and Historical Fund
There is a need to have funds available for the maintenance and the outside restoration of Duggan House. The Duggan House Maintenance and Historical Fund was set up to provide for any additional restoration and maintenance expenses.

9. Commitments
The Council has designated $525,500 to be used from unrestricted net assets to fund the Legislation Committee, website development, leadership training, Duggan House operations, re-design of work space, capital purchases and files archiving.

Legislation Review
Review and revision of the Architects Act and General Regulations.

Website Development
Underlying IMIS database enhancements and new website interfaces will be developed in support of a more user-friendly experience for members and the public. Projects include database work for online reporting of professional development.

Leadership Training
To ensure Council and staff are provided with adequate training to perform their roles and duties on an ongoing basis.
9. Commitments (continued)

Duggan House - Elevator Repairs and Basement Remediation
To allocate funds for elevator repairs, basement fungal assessment and mould remediation.

Human Resources
Conduct a human resources audit and update organizational policies, procedures and structures to align with provincial standards and best human resources practices. Allocate funds in support of establishing an in-house position to assist with practice advisory matters. Going forward, this position will be funded through regular operations.

Workstation Reconfiguration and Capital Purchases
To redesign work space for more efficient use of space, to promote staff collaboration, health and productivity. Replacement of computers and furniture for work efficiency and health of employees.

Archiving/File Conversion
Project to archive the Association’s older membership files for secure storage and future accessibility.

10. Contingent Liability
In the prior year, the Association was defending a claim filed by a former employee. The claim has been settled in the current year and the settlement of $28,000 is included in the human resources expense.

11. Cash Flow Information
Net Changes in Non-Cash Working Capital Items
Changes in non-cash working capital items and their effect of increasing (decreasing) cash are as follows:

<table>
<thead>
<tr>
<th>Item</th>
<th>2014</th>
<th>2013</th>
</tr>
</thead>
<tbody>
<tr>
<td>Accounts receivable</td>
<td>$ (41,387)</td>
<td>$ (74,551)</td>
</tr>
<tr>
<td>Inventory</td>
<td>2,436</td>
<td>149</td>
</tr>
<tr>
<td>Prepaid expenses</td>
<td>8,940</td>
<td>(32,808)</td>
</tr>
<tr>
<td>Accounts payable and accrued liabilities</td>
<td>(64,312)</td>
<td>84,153</td>
</tr>
<tr>
<td>Deferred contributions</td>
<td>(40,168)</td>
<td>279,680</td>
</tr>
<tr>
<td></td>
<td>$ (134,491)</td>
<td>$ 256,623</td>
</tr>
</tbody>
</table>

12. Financial Instruments
The Association’s financial instruments consist of cash, accounts receivable, restricted cash, long-term investments and accounts payable and accrued liabilities.
12. Financial Instruments (con’t)
The Association is exposed to the following risks through its financial instruments:

Credit Risk
Credit risk is the risk that one party to a financial instrument will cause a financial loss for the other party by failing to discharge an obligation, or there is a concentration of transactions carried out with the same party. The Association is subject to credit risk through its accounts receivable.

The Association's accounts receivable are generally the result of services to its members. The Association has a large number of members which reduces the concentration of credit risk.

It is management’s opinion that there is no significant credit risk as of December 31, 2014.

Liquidity Risk
Liquidity risk arises from the possibility that the Association might encounter difficulty in settling its debts or in meeting its obligations related to financial liabilities.

It is management’s opinion that this risk has been reduced due to the large cash reserves on hand at December 31, 2014.

Interest Rate Risk
Interest rate risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market interest rates.

The Association is exposed to interest rate risk arising from its interest bearing assets.

The Association's cash and long-term investments include amounts held by financial institutions that earn interest at market rates.

The Association manages its risk by monitoring interest being earned on excess funds.

13. Comparative Figures
Certain of the 2013 comparative figures have been reclassified to conform to the current year's presentation.
### Schedule of Revenues - Schedule 1

For the Year Ended December 31, 2014

<table>
<thead>
<tr>
<th></th>
<th>2014</th>
<th>2013</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Operations</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Annual dues</td>
<td>$1,648,054</td>
<td>$1,403,259</td>
</tr>
<tr>
<td>Interest</td>
<td>44,712</td>
<td>40,506</td>
</tr>
<tr>
<td>Duggan House restoration grant</td>
<td>28,250</td>
<td>149,150</td>
</tr>
<tr>
<td>Administration fees/charges</td>
<td>35,733</td>
<td>32,965</td>
</tr>
<tr>
<td></td>
<td><strong>1,756,749</strong></td>
<td><strong>1,625,880</strong></td>
</tr>
<tr>
<td><strong>Programs</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Communications</td>
<td>574,253</td>
<td>93,400</td>
</tr>
<tr>
<td>Practice and complaint</td>
<td>37,250</td>
<td>53,612</td>
</tr>
<tr>
<td>Professional development</td>
<td>94,070</td>
<td>106,420</td>
</tr>
<tr>
<td>Registration</td>
<td>119,033</td>
<td>100,954</td>
</tr>
<tr>
<td></td>
<td><strong>824,606</strong></td>
<td><strong>354,386</strong></td>
</tr>
<tr>
<td><strong>Total revenues</strong></td>
<td><strong>$2,581,355</strong></td>
<td><strong>$1,980,266</strong></td>
</tr>
</tbody>
</table>

### Schedule of Expenses - Schedule 2

For the Year Ended December 31, 2014

<table>
<thead>
<tr>
<th></th>
<th>2014</th>
<th>2013</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Operations</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Human resources</td>
<td>$838,228</td>
<td>$754,649</td>
</tr>
<tr>
<td>Duggan House operations</td>
<td>301,861</td>
<td>318,512</td>
</tr>
<tr>
<td>Council and Committees</td>
<td>105,452</td>
<td>218,006</td>
</tr>
<tr>
<td>Amortization</td>
<td>52,962</td>
<td>55,523</td>
</tr>
<tr>
<td>National levy</td>
<td>22,430</td>
<td>21,003</td>
</tr>
<tr>
<td>Bad debts</td>
<td>2,829</td>
<td>307</td>
</tr>
<tr>
<td></td>
<td><strong>1,323,762</strong></td>
<td><strong>1,368,000</strong></td>
</tr>
<tr>
<td><strong>Programs</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Communications</td>
<td>355,817</td>
<td>93,266</td>
</tr>
<tr>
<td>Practice and complaint</td>
<td>166,205</td>
<td>132,013</td>
</tr>
<tr>
<td>Professional development</td>
<td>41,718</td>
<td>40,066</td>
</tr>
<tr>
<td>Registration</td>
<td>56,158</td>
<td>48,701</td>
</tr>
<tr>
<td></td>
<td><strong>619,898</strong></td>
<td><strong>314,046</strong></td>
</tr>
<tr>
<td><strong>Total expenses</strong></td>
<td><strong>$1,943,660</strong></td>
<td><strong>$1,682,046</strong></td>
</tr>
</tbody>
</table>