

The logo for CPHR, with 'CP' in white and 'HR' in blue, set against a dark blue background with diagonal stripes and a white geometric pattern on the right edge.

**CPHR**

British Columbia  
& Yukon

# Annual Report and Audited Financial Statements

2017

[CPHRBC.CA](http://CPHRBC.CA)

# Chartered Professionals in Human Resources of British Columbia and Yukon

Every day, the Chartered Professionals in Human Resources of British Columbia and Yukon (CPHR BC & Yukon) drives the HR profession forward by supporting its members with education and advocacy. We are the voice of the HR profession.

Founded in 1942, CPHR BC & Yukon has grown to include more than 5,700 members in BC and the Yukon. The Association is the sole grantor of the Chartered Professional in Human Resources (CPHR) designation in BC and the Yukon. As a member of the Chartered Professionals in Human Resources Canada, CPHR BC & Yukon contributes to setting and upholding the national standards for the CPHR designation. In addition, CPHR BC & Yukon offers professional development, networking and resources for every stage of your career.

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# Message from the President & CEO

**To serve as your President and CEO is an ongoing honour and one that only continues to grow alongside our shared accomplishments.**

Together, we have changed the conversation around the human resources profession and the Chartered Professional in Human Resources (CPHR) designation. We continue to make “keeping people first” a benchmark of success for leaders across industry and to redefine HR as not only an important, but key, business partner.

This holds as true in our conversations throughout British Columbia and the Yukon as it does across Canada and beyond, and is testament to the unified vision and professional excellence supporting the fundamental framework of the CPHR designation. As such, our work with post-secondary

institutions in the province and business associations, here and abroad, has continued.

This translates into value for our membership, which remains our greatest strength and opportunity. We continue to build value at the ground level with evolved offerings, events and communications, while setting a standard on the national and global stage.

As said, these are accomplishments shared by many—our Board of Directors, staff and member volunteers—and I would like to thank all of you for the difference you make to your profession and our association.



# Message from the Chair

**It has been a tremendous experience and my honour to have served as your chair for the past year.**

It is my privilege to honour in turn the ongoing efforts of our membership, the Board of Directors, and the CPHR BC & Yukon leadership and staff, who continue to elevate the HR profession.

Where we stand today is testament to the hard work of many and speaks volumes not only of the challenges faced, but to the strengths of our profession, our association and our CPHR designation. That HR is increasingly viewed not only as a profession, but as essential to sustained business success, speaks directly to HR's ability to address the ever-changing needs of progressive workplaces.

I have always found a wealth of information and inspiration through my relationship with our association and its various events and communications. To see that value transform with 24/7 online offerings, while shining through in the communications and face-to-face events across British Columbia and the Yukon has only increased my pride and admiration for our profession and all who work within it; it serves us all.

You, in turn, serve as ambassadors of better business grounded in "people first" thinking and you light the way for many, while shining a bright light on our profession. Thank you all.



# Annual Highlights

This annual report provides an overview of CPHR BC & Yukon activities for January 1 - December 31, 2017.

The year started off with the reveal of the new national brand. CPHR BC & Yukon was heavily involved in the development of a unified brand that aligned nine provincial associations. This included a national ad campaign with a series of contextual and content-based ads featuring “Ask me. I’m a CPHR.”

CPHR BC & Yukon worked to strengthen the international presence of the CPHR designation in collaboration with CPHR Canada, resulting in Memorandums of Understanding with HR associations in the United States, Australia, Bangladesh and Singapore.

A key focus for 2017 was membership growth. Identifying students as an important stream of new members, CPHR BC & Yukon increased the number of post-secondary schools accredited to 10. The association also introduced a New Graduate membership rate which offers new university graduates a one-time reduced membership renewal for the first year following graduation.

CPHR BC & Yukon also continued to improve on member engagement. Collecting feedback through a member survey and dialoging with members through an online town hall has resulted in numerous changes and added member benefits. These include the Compensation Survey of Human Resources Positions in British Columbia & Yukon and the HR Toolkit.

CPHR BC & Yukon continues to work towards advancing your profession, your designation and your association.

# CPHR BC & Yukon Strategic Plan 2017 - 2019

## STRATEGIC PRIORITY 1

Advance the value of the HR profession and the recognition of the designation.

### TACTICS

- » Promote the designation, increasing brand awareness
- » Grow the CPHR BC & Yukon's intellectual capital ensuring to secure appropriate copyrights and trademarks
- » Develop and implement an integrated and comprehensive communications strategy
- » Take public positions on relevant policy matters
- » Leverage media and grow CPHR BC & Yukon presence/visibility
- » Deliver quality professional development to members
- » Pursue international recognition of designation
- » Build staff capacity with a view to aligning staff investments with heightened productivity and expanded service offering

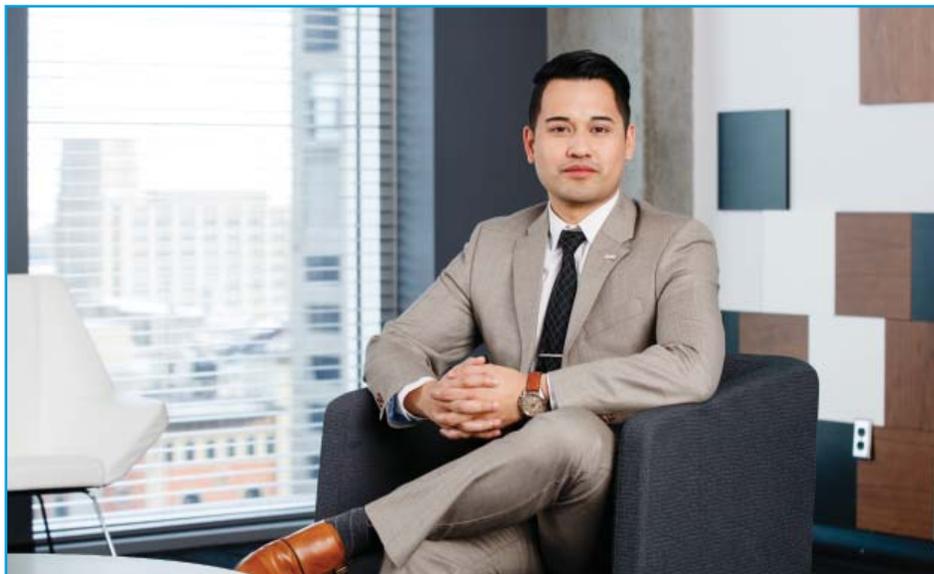


## STRATEGIC PRIORITY 2

**CPHR BC & Yukon will build and sustain relationships that create value for members and stakeholders.**

### TACTICS

- » Strike relationships with various Boards of Trade, Chambers of Commerce, and other
- » Deliver quality PD which is responsive to member needs
- » Explore MOU/MRA opportunities
- » Strengthen local and global alliances
- » Collaborate with U.S. counterparts on research and standards-setting
- » Consort with highly regarded HR organizations (ex. World at Work)
- » Associate with online social communities of HR professionals (ex. Lynda.com; HR Open Source) and seek opportunities for knowledge sharing and joint thought leadership
- » Increase presence at, and participation in, public events which position CPHR BC & Yukon as a leading HR contributor



### STRATEGIC PRIORITY 3

**CPHR BC & Yukon will serve the public interest as the leading authority on HR matters.**

#### TACTICS

- » Conduct research and develop position papers
- » Capitalize on advocacy opportunities
- » Pursue self-regulation
- » Liaise with and consult government establishing the CPHR BC & Yukon as a trusted 'go-to' business authority
- » Pursue speaking engagements and media opportunities which elevate CPHR BC & Yukon visibility



## STRATEGIC PRIORITY 4

### CPHR BC & Yukon will drive sustained growth to ensure the Association's viability and continuity.

#### TACTICS

- » Embrace business development philosophy
- » Partner with like-minded organizations which expands CPHR BC & Yukon's reach
- » Expand domestic and foreign MRA relationships
- » Facilitate multiple pathways to membership
- » Investigate early recruitment strategies (secondary schools and post-secondary undergrad)
- » Study the prospect of growing secondary school allegiance through initiatives such as sponsorships, bursaries, and scholarships
- » Consider refining existing membership classes and developing other categories of membership
- » Market and grow corporate membership
- » Discover alternative sources of funding and revenue streams
- » Seek out rationalization opportunities with CPHR Canada member bodies
- » Build staff capacity and synergies which produce operational efficiencies
- » Conduct member satisfaction surveys for determining satisfaction and isolating opportunities
- » Articulate a dedicated member retention strategy with necessitated supports

# Financial Statements

December 31, 2017

# Independent Auditors Report

To the Members of the Chartered Professionals in Human Resources of British Columbia and Yukon

We have audited the accompanying financial statements of the Chartered Professionals in Human Resources of British Columbia and Yukon, which comprise the statement of financial position as at December 31, 2017 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.

## AUDITOR'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 judgement, 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 Chartered Professionals in Human Resources of British Columbia and Yukon as at December 31, 2017 and its financial performance and its cash flows for the year then ended, in accordance with Canadian accounting standards for not-for-profit organizations.

## REPORT ON OTHER LEGAL AND REGULATORY REQUIREMENTS

As required by the British Columbia Society Act, we report that, in our opinion, these principles have been applied on a basis consistent with that of the preceding year.

Original copy signed by:

EPR Maple Ridge Langley  
Chartered Professional Accountants

Langley, BC  
March 16, 2018

## Management Responsibility for Financial Reporting

The accompanying financial statements of the Chartered Professionals in Human Resources of British Columbia and Yukon are the responsibility of its management and have been approved by the Board of Directors.

These financial statements have been prepared by management in accordance with Canadian accounting standards for not-for-profit organizations and, where appropriate, include amounts that are based on management's best estimates and judgments.

Preparation of financial information is an integral part of the ongoing operations of the Association. Management has established internal control systems to ensure that the financial information is accurate and complete in all material respects and that Association assets are properly accounted for and safeguarded.

The Board of Directors carries out the responsibility for the financial statements through the Association's Audit and Finance Committee, which is comprised of three members-at-large. The Audit and Finance Committee meets periodically with management and the auditors to satisfy the adequacy of internal controls and to review the financial statements and independent auditors' report. The Audit and Finance Committee reports its findings to the Board of Directors and recommends acceptance of the audited financial statements to the Board and the membership.

The financial statements have been audited by the independent auditor EPR Maple Ridge Langley, Chartered Professional Accountants, whose report outlines the scope of their examination and their opinion on the financial statements. The auditors have full and independent access to the Audit and Finance Committee to discuss their audit and related findings.

Original copy signed by:

Anthony Ariganello, CPHR, FCPA, FCGA, ICD.D

## STATEMENT OF FINANCIAL POSITION

As at

	December 31, 2017 \$	December 31, 2016 \$
<b>ASSETS</b>		
<b>Current</b>		
Cash	314,681	241,372
Short-term investments [note 3]	-	253,855
Accounts receivable [note 4]	169,224	229,459
Prepaid expenses [note 5]	219,821	265,682
<b>Total current assets</b>	<b>703,726</b>	<b>990,368</b>
Long-term investments [note 6]	1,184,056	1,098,638
Tangible capital assets [note 7]	44,174	17,678
Intangible assets [note 8]	36,219	57,950
	<b>1,968,175</b>	<b>2,164,634</b>
<b>LIABILITIES AND NET ASSETS</b>		
<b>Current liabilities</b>		
Accounts payable and accruals [note 9]	181,281	216,361
Unearned revenue [note 10]	1,271,252	1,264,579
Total liabilities	1,452,533	1,480,940
<b>NET ASSETS</b>		
Invested in capital assets	80,394	75,629
Unrestricted [note 11]	435,248	608,065
<b>Total net assets</b>	<b>515,642</b>	<b>683,694</b>
	<b>1,968,175</b>	<b>2,164,634</b>

Commitments [note 13]

See accompanying notes to the financial statements.

On behalf of the board:

Original copy signed by:

Susan Ryan, FCPHR  
Chair

Original copy signed by:

Stephanie Hollingshead, CPHR  
Chair, Audit and Finance Committee

## STATEMENT OF CHANGES IN NET ASSETS

	Invested in Capital Assets \$	Unrestricted \$	Total \$
<b>December 31, 2017</b>			
<b>Balance, beginning of period</b>	75,629	608,065	683,694
Revenue over(under) expenses	(38,492)	(129,560)	(168,052)
Acquisition of capital assets	43,257	(43,257)	-
<b>Balance, end of period</b>	<b>80,394</b>	<b>435,248</b>	<b>515,642</b>
<b>December 31, 2016</b>			
<b>Balance, beginning of period</b>	90,088	667,972	758,060
Revenue over(under) expenses	(31,121)	(43,245)	(74,366)
Acquisition of capital assets	16,662	(16,662)	-
<b>Balance, end of period</b>	<b>75,629</b>	<b>608,065</b>	<b>683,694</b>

See accompanying notes to the financial statements.

## STATEMENT OF OPERATIONS

	December 31, 2017 \$	December 31, 2016 \$
<b>REVENUE</b>		
Advertising and communication	515,901	468,011
Conference	1,168,127	1,174,841
Membership	2,443,909	2,230,560
Professional development	263,529	303,381
Other	84,856	99,910
	<b>4,476,322</b>	<b>4,276,703</b>
<b>EXPENSES</b>		
Advertising and communication	118,681	119,034
Amortization	38,492	31,121
Bank charges and credit card fees	101,228	106,279
Computer services	158,635	157,502
Conference	805,256	768,180
Legal and audit	17,408	72,763
Membership and professional designation	158,178	111,845
Office, printing, supplies and other	716,917	588,463
Professional development	151,359	118,928
Rent	190,400	172,058
Salaries, benefits and contracting	2,052,136	1,961,911
	<b>4,508,690</b>	<b>4,208,084</b>
<b>Revenue (under) over expenses before other items</b>	<b>(32,368)</b>	<b>68,619</b>
Other items		
- Strategic initiatives expenses	(220,023)	(189,277)
- Increase in market value of investment	84,339	46,292
	<b>(135,684)</b>	<b>(142,985)</b>
<b>Revenue under expenses for the period</b>	<b>(168,052)</b>	<b>(74,366)</b>

See accompanying notes to the financial statements.

## STATEMENT OF CASH FLOWS

	December 31, 2017 \$	December 31, 2016 \$
<b>OPERATING ACTIVITIES</b>		
Revenue under expenses for the period	(168,052)	(74,366)
Items not affecting cash		
Amortization	38,492	31,121
Changes in other non-cash working capital items		
Accounts receivable	60,235	(82,771)
Prepaid expenses	45,861	(17,160)
Accounts payable and accruals	(35,080)	(20,118)
Unearned revenue	6,673	85,390
<b>Cash used in operating activities</b>	<b>(51,871)</b>	<b>(77,904)</b>
<b>INVESTING ACTIVITIES</b>		
Increase in long-term investments	(85,418)	(76,636)
Acquisition of capital and intangible assets	(43,257)	(16,662)
<b>Cash used in investing activities</b>	<b>(128,675)</b>	<b>(93,298)</b>
<b>Decrease in cash for the year</b>	<b>(180,546)</b>	<b>(171,202)</b>
Cash, beginning of year	495,227	666,429
<b>Cash, end of year</b>	<b>314,681</b>	<b>495,227</b>
Cash consists of:		
Cash	314,681	241,372
Short-term investments	-	253,855
	<b>314,681</b>	<b>495,227</b>

See accompanying notes to the financial statements.

# Notes to Financial Statements

December 31, 2017

## 1. NATURE OF THE ORGANIZATION

The Chartered Professionals in Human Resources of British Columbia and Yukon (the "Association") was incorporated pursuant to the British Columbia Society Act in 1954. The Association is a community dedicated to advancing professional people practices that enhance organizational performance. The Association is a not-for-profit organization pursuant to Section 149(1)(L) of the Income Tax Act, and thus is not subject to income tax.

The Association changed its name to Chartered Professionals in Human Resources of British Columbia and Yukon on March 23, 2017.

## 2. SIGNIFICANT ACCOUNTING POLICIES

The financial statements were prepared in accordance with Canadian accounting standards for not-for-profit organizations ("ASNPO"), applied on a basis consistent with that of the preceeding year, and include the following significant accounting policies:

### USE OF ESTIMATES

When preparing financial statement according to Canadian ASNPO, management makes estimates and assumption relating to:

- » Reported amounts of revenue and expenses
- » Reported amounts of assets and liabilities
- » Disclosure of contingent assets and liabilities

Management bases their assumptions on a number of factors including historical experience, current events, actions that the Association may undertake in the future, and other assumptions that management believes are reasonable under the circumstances. Actual results could differ from those estimates under different conditions and assumptions. The Association uses estimates when accounting for certain items such as useful lives of capital assets, impairment of long-lived assets and allowance for doubtful accounts.

### REVENUE RECOGNITION

The Association follows the deferral method of accounting for contributions. Restricted contributions are recognized as revenue in the year in which the related expenditures are incurred. Unrestricted contributions are recognized as revenue when received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured.

Membership fees are recognized as revenue over the term of the respective memberships.

Investment income, other than interest income, is recognized as revenue when dividends and other income are received and when an investment is sold.

Interest income is recognized in accordance with the terms of the underlying investment which is generally with passage of time.

Fees for events and services are recognized as revenue when the events are held or the services are rendered.

## **CASH**

Cash is defined as cash on hand and cash on deposit, net of cheques issued and outstanding at the year-end.

## **ACCOUNTS RECEIVABLE**

Accounts receivable are shown net of allowance for doubtful accounts in the amount of \$15,649 (2016 - \$15,649).

## **TANGIBLE CAPITAL ASSETS**

Tangible capital assets are recorded at cost, less accumulated amortization. Amortization is being recorded on a straight-line basis as follows, except in the year of acquisition when one half of the rate is used:

- » Computer equipment      3 years
- » Furniture and equipment    5 years
- » Leasehold improvements    6 years

The Association changed its asset capitalization policy in April 2017 to expense individual asset purchases of less than \$2,500. The assets are reviewed for impairment whenever events or changes in circumstances indicated that the carrying value might not be recoverable.

## **INTANGIBLE ASSETS**

Intangible assets were recorded at cost less accumulated amortization. Amortization was at the following rates, except in the year of acquisition when one half of the rate is used. The Association's computer software is amortized over its estimated useful life of four years on a straight-line basis. The Association's database is amortized over its estimated useful life of seven years on a straight-line basis. The assets were reviewed for impairment whenever events or changes in circumstances indicated that the carrying value might not be recoverable.

## **UNEARNED REVENUE**

Membership renewals occur throughout the year. Revenues from membership fees are recognized over the term of the respective memberships. Fees collected but not yet earned are recorded as unearned revenue. Revenue received from pre-registration for events occurring subsequent to the year end are also recorded as unearned revenue.

## **FOREIGN CURRENCY TRANSACTIONS**

The Association uses the temporal method to translate its US foreign currency transactions.

Monetary assets and liabilities are translated at the US exchange rate in effect at the balance sheet date. Other assets and liabilities are translated at the US exchange rate in effect at the transaction date. Revenue and expense items, if any, are recorded in the statement of operations at the average rate for the year. Exchange gains and losses are included in the statement of operations.

## **STATEMENT OF CASH FLOW**

The statement of cash flows is prepared on a net basis and cash from operating activities are reported using the indirect method.

## **VOLUNTEER SERVICES**

The Association and members benefit greatly from donated services in the form of volunteer time. Because of the difficulty in determining their fair value, the value of donated services is not recognized in these financial statements.

### 3. SHORT-TERM INVESTMENTS

The Association's short-term investments consist of one term deposit with an interest rate of 0.85% and maturity date of January 2018. The Association redeemed the term deposit in December 2017.

### 4. ACCOUNTS RECEIVABLE

	December 31, 2017	December 31, 2016
	\$	\$
Trade	184,693	243,147
Allowance for doubtful accounts	(15,469)	(15,469)
GST	-	1,781
	<b>169,224</b>	<b>229,459</b>

### 5. PREPAID EXPENSES

	December 31, 2017	December 31, 2016
	\$	\$
Prepaid conference expenses	146,006	184,209
Prepaid office expenses and security deposit	73,815	81,473
	<b>219,821</b>	<b>265,682</b>

### 6. LONG-TERM INVESTMENTS

The Association's long-term investments are recorded at their fair value. The original investment cost was \$700,000 in November 2007.

## 7. TANGIBLE CAPITAL ASSETS

	Cost	Accumulated Amortization	Net Book Value
	\$	\$	\$
<b>December 31, 2017</b>			
Computer equipment	103,557	60,152	43,405
Furniture and equipment	10,677	10,677	-
Leasehold improvement	13,852	13,083	769
	<b>128,086</b>	<b>83,912</b>	<b>44,174</b>
<b>December 31, 2016</b>			
Computer equipment	61,081	43,402	17,678
Furniture and equipment	10,677	10,677	-
Leasehold improvement	13,072	13,072	-
	<b>84,830</b>	<b>67,152</b>	<b>17,678</b>

## 8. INTANGIBLE CAPITAL ASSETS

	Cost	Accumulated Amortization	Net Book Value
	\$	\$	\$
<b>December 31, 2017</b>			
Computer software	3,090	3,090	-
Database	152,119	115,900	36,219
	<b>155,209</b>	<b>118,990</b>	<b>36,219</b>
<b>December 31, 2016</b>			
Computer software	3,090	3,090	-
Database	152,119	94,169	57,950
	<b>155,209</b>	<b>97,259</b>	<b>57,950</b>

## 9. ACCOUNTS PAYABLE AND ACCRUALS

	December 31, 2017	December 31, 2016
	\$	\$
Trade payables and accruals	181,281	216,361

## 10. UNEARNED REVENUE

	December 31, 2017 \$	December 31, 2016 \$
Deferred Revenue - Membership	1,065,216	959,252
Deferred Revenue - Conference	194,892	286,360
Deferred Revenue - Other	11,144	18,967
	<b>1,271,252</b>	<b>1,264,579</b>

## 11. UNRESTRICTED NET ASSETS

Unrestricted net assets is the cumulative excess of revenue over expenses derived from current and past years' operations. These funds are available for investment, funding of projects or to cover shortfalls in operations.

## 12. FINANCIAL INSTRUMENTS

### MEASUREMENT OF FINANCIAL INSTRUMENTS

The Association's financial instruments consist of cash, short-term investments, accounts receivable and accounts payable. Unless otherwise noted, it is management's option that the Association is not exposed to significant interest, currency or credit risks arising from these financial instruments. The fair value of the instruments approximately their carrying values, unless otherwise noted.

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, except for investments in equity instruments that are quoted in an active market, which are measured at fair value. Changes in fair value are recognized in net income.

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

Long-term investments, which include bond, equity and dividend funds, are measured at fair value.

Financial liabilities measured at amortized cost include accounts payable.

Financial assets measured at cost are tested for impairment when there are indicators of impairment. The amount of write-down is recognized in net income. The previously recognized impairment loss may be reversed to extent of the improvement, directly or by adjusting the allowance account, provided it is no greater than the amount that has been reported at the date of the reversal had the impairment not been recognized previously. The amount of the reversal is recognized in net income.

The Association is exposed to various risks through its financial instruments. The following analysis presents the Association's exposures to significant risk as at December 31, 2017.

### 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.

The Association is exposed to credit risk with respect to its cash, short-term investments, accounts receivable and long-term investments. The Association assesses, on a continued basis, accounts receivable on the basis of the amount it is virtually certain to receive. The Association's cash, short-term investments, and long-term investments are invested with large financial institutions and the long-term investments are managed by professional investment managers.

## LIQUIDITY RISK

Liquidity risk is the risk of being unable to meet requirement or fund obligations as they become due. It stems from the possibility of a delay in realizing the fair value of financial instruments.

The Association manages its liquidity risk by constantly monitoring forecasted and actual cash flows and financial liability maturities, and by holding assets that can be readily converted into cash.

## 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 on its short-term investments in so far that the initial rate may be higher than the current interest rate obtained on maturity and renewal as well as its long-term investments.

## MARKET RISK

Market risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market prices.

The Association is exposed to market risk on its short-term investment and long-term investments.

## FAIR VALUE

The carrying value of the financial instruments reflected in the statement of financial position approximate their fair market value.

## 13. COMMITMENTS

### LEASE OF PREMISES

The Association has entered into a lease agreement expiring on October 31st, 2021. The annual basis rent, estimated common area costs and property tax payments, including applicable taxes, is as follows:

	\$
2018	163,805
2019	168,008
2020	171,511
2021	142,926

### COMPUTER SERVICES

The Association has entered into a computer services agreement expiring on August 31st, 2018. The estimated costs are as follows:

	\$
2018	55,265

# Appendix

## 2017 Board of Directors

### Chair

Susan Ryan, FCPHR

### Vice Chair

Marni Johnson, CPHR

### Members

Susan Alley, CPHR

Barb Bahry, CPHR

Rita Ferrara

Lisa Fuller, CPHR

Stephanie Hollingshead, CPHR

Geoffrey Howard

Kevin Howlett, CPHR

Gordon Orlikow, CPHR

Cheryl Pelletier, CPHR

Caroline Schein, CPHR

Terrence (TJ) Schmaltz, FCPHR

Patti Schom-Moffatt

Laura Thurnheer, CPHR

### President & CEO, Ex-Officio

Anthony Ariganello, CPHR, FCPA, FCGA, ICD.D

## Current CPHR BC & Yukon Support

Anthony Ariganello, CPHR, FCPA, FCGA, ICD.D  
President & CEO

Trish Andrea  
CPHR Registrar

Kelly Aslanowicz  
Senior Manager, Business Development

Vicki Bauman  
Coordinator, Member Services

Erin Breden  
Communications Specialist

Fernanda Castro  
Front Office Administrative Assistant

Judy Cave  
Coordinator, Professional Development

Quinne Davey  
Member Relations Manager (Lower Mainland)

Richard Deacon  
Business Development & Strategic Partnerships

Kara Douglas  
Manager, Marketing & Communications

Celine Forget  
Executive Assistant to the CEO

Erica Franken  
Supervisor, Professional Development

Baldev Gill, CPHR, MBA, FCPA, FCGA  
Chief Operating Officer

Anita Hales  
Data & IT Manager, Privacy Officer

Rita Koeller, CPHR  
Member Relations Manager (Yukon)

Jordan Kofsky  
Advertising Sales & Revenue Growth Specialist

Fiera Lo  
Project Manager, Member Services

Jason McRobbie  
PeopleTalk Editor

Tim Read  
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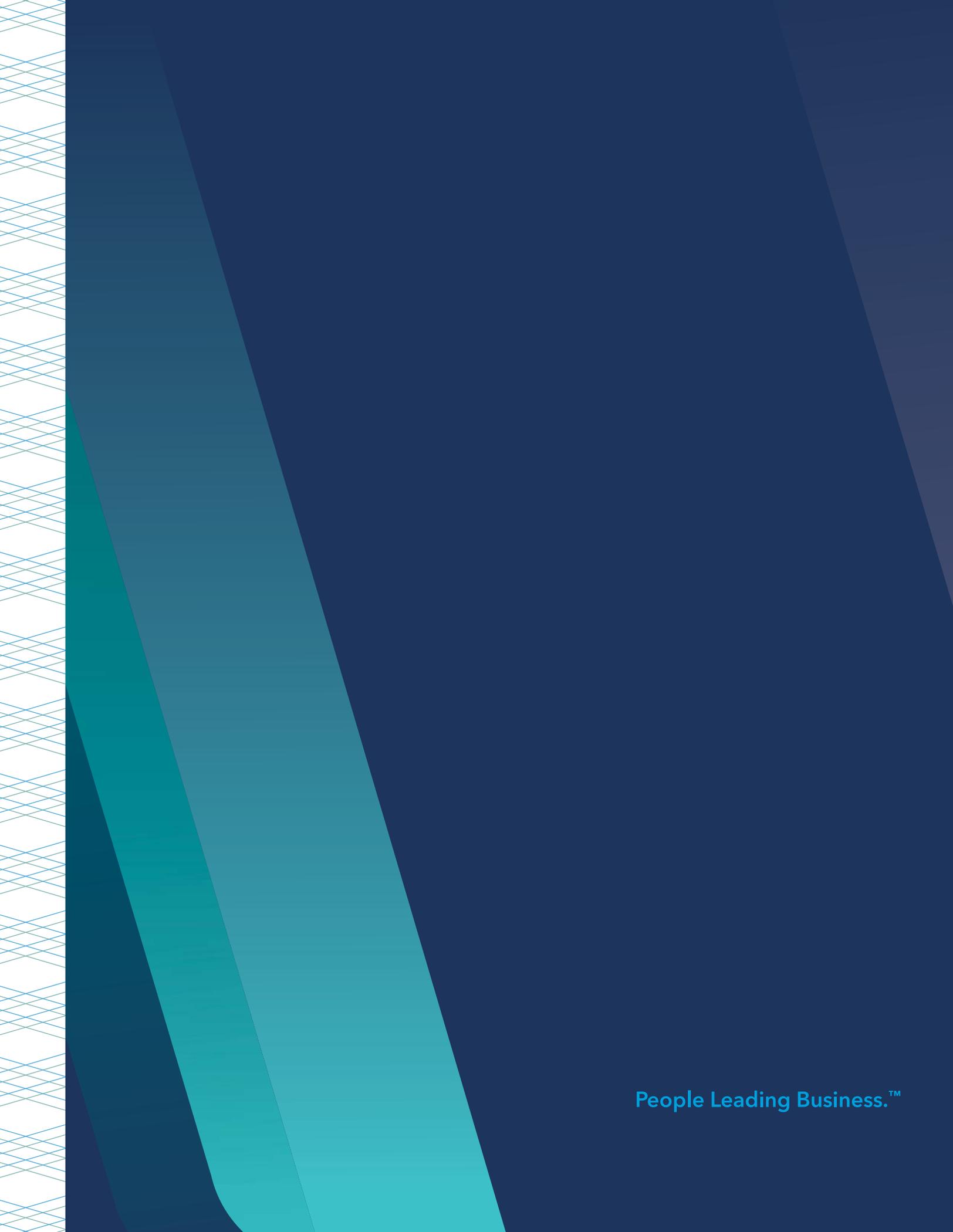
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