

**SASKATCHEWAN DENTAL ASSISTANTS' ASSOCIATION
REPORTS FOR THE 2015 ANNUAL GENERAL MEETING
SATURDAY, APRIL 25, 2015
9:00AM – 10:30AM
THE WILLOWS GOLF & COUNTRY CLUB
382 CARTWRIGHT STREET, SASKATOON, SK**

AGENDA

- 1) Call to Order
- 2) Confirmation of a Quorum
- 3) Additions to the Agenda
- 4) Adoption of Minutes of Last Meeting (Reference #1)
- 5) Council Reports
 - a) Officers
 - i) President (Cara Breton)
 - ii) President-Elect (Gillian Nault)
- 6) Staff Reports
 - a) Executive Director
 - i) Auditor's Statement (Reference #2)
 - b) Professional Development Coordinator
- 7) Special Committee Reports (as required)
- 8) Acceptance of Reports
- 9) Old Business
- 10) New Business
- 11) Awards
 - a) Certificates of Appreciation
 - b) Awards
 - i) 25 Year Service Awards
- 12) Student Essay Prize
- 13) Adjournment

PRESIDENT-ELECT REPORT: Cara Breton, R.D.A. [this report will be supplemented verbally at the AGM]

Mission: The Saskatchewan Dental Assistants ' Association provides public protection through the regulation of competent practitioners; promotes excellence in oral health care and advocates for the health and safety of dental assistants.

Vision: "Respected, Responsible, Educated Oral Health Professionals".

I will take this opportunity to update everyone about events that have taken place over the past year. Council's main responsibility is to set direction, monitor the activities of the SDAA and direct the Executive Director.

Direction/Vision:

- An environmental scan is conducted at each meeting of council.
- Council has chosen to make CPR a mandatory requirement in alignment with the other oral health professions.
- Council increased the credit requirement for annual professional development to 15 credits.
- Final Membership Statistics for 2014:

Practice:	1113
Restricted Practice:	0006

- | | |
|-----------------------|------------------------------------|
| Temporary Restricted: | 0013 |
| Non Practice: | 0204 |
| TOTAL: | 1336 (includes Honorary Life: 011) |
- New Registrants during 2014: 0092
 - Attrition from 2013 to 2014: 0056

Budget:

- The 2015 budget was approved in May, 2014. Council annually approves the budget and reviews income and expenses at each meeting in relation to the budget.
- The SDAA is now paying \$50.00 for each half/day stipend for council members attending an in-person meeting.
- Our licence fees will remain the same for 2016.
- The Commission of Dental Accreditation grant amount is \$4.77 per capita in 2015. The cost is based on the number of site visits required annually and changes every year.

Governance:

- Council has review “Executive Director Monitoring Reports” at all meetings.
- Sections of our policy governance are being reviewed annually according to a three year schedule.
- Council held an in-camera session to discuss the annual review of the Executive Director.
- Council welcomed Jenn Zacharias, RDA to the February, 2015.

EXECUTIVE DIRECTOR/REGISTRAR: Susan Anholt, R.D.A.

The Annual Report is our report card. The Council defines the Mission, Vision and Strategic Outcomes. Staff has the responsibility to ensure that the mission, vision and outcomes are accomplished by various staff activities. The following provides an overview of SDAA activities.

Regulation:

- 1. Ensure regulatory standards by adhering to the Regulatory Bylaws including CDAC accreditation, NDAEB examinations and standardized curriculum.**
 - Partnerships are established with the NDAEB, Commission on Dental Accreditation of Canada (CDAC), and Dental Assisting Regulatory Authorities [of Canada] (DARA).

Oral Health Initiatives

- 2. Encourage oral public health initiatives through collaboration within the dental professions.**
 - Supported Maternal Health project of the Saskatchewan Prevention Institute.
 - SDAA is an active member of the SOHP LTC committee which has developed a proposal for oral care in LTC which has been presented to the Ministry of Health.
 - Participated in the Prevalence of Early childhood caries survey conducted by student in the College of Dentistry.
 - Supported ‘Creating a Tobacco Free Future for the People of Saskatchewan.
- 3. Expand workplace opportunities including long term care, public health initiatives and expanded function.**
 - SDAA has continued to pursue the “Dental Assistant Care Plan” proposal for Long Term Care Facilities.
 - A kit is now available for presentations in LTC facilities.
 - Participating in Northern Oral Health Working Group.
- 4. Monitor labour market supply and demand for dental assistants.**
 - Monitoring shortages in profession through the activity on the Job Board.

- In contact with SK Immigration Nominee Program to ensure they are aware of shortages.
- Contacted CDI College to encourage the location of a dental assistant program in Saskatoon.
- Responded to Northland College providing information relative to needs assessment for RDA's in northern Saskatchewan

Competencies & Ethical Practice

5. Registered Dental Assistants must be current with the Infection Prevention and Control Standards for the Oral Health Facility.

- The SOHP "Infection Prevention and Control Standards" for Saskatchewan are posted on the SDAA website.

6. Ensure safe and ethical practice through licensure and encouragement to report scope of practice infractions.

- Distributed a list of licensed members and "Assisting Highlights" to all dentists in Saskatchewan; February, 2014.
- All complaints are documented, addressed or referred as required. The Professional Conduct Committee held one investigation during 2014 regarding alleged fraudulently billing of insurance claims by a RDA. The investigation concluded in late 2014 and the committee will be reporting to the discipline committee in the near future. There were no complaints from members of the public in 2014. Other inquiries included a claim regarding workplace discrimination, two RDA's contacted the office regarding workplace bullying and one RDA contacted the office regarding infection control practices. This concern was forwarded to the College of Dental Surgeons of Saskatchewan.
- Continued Professional Liability Insurance (\$2m) for each member with practice status.

7. Educate the public about the role and scope of practice within the dental assisting profession.

- Our competency document is posted on our website.

8. Inform employers regarding the current licensure status, salary expectations and benefits of Registered Dental Assistants.

- 'Assisting Highlights' newsletter and the Proposed Salary Guide was increased by 4% for 2015 and circulated to all dentists in Saskatchewan.
- Promoted SDAA Benefits; the health insurance program available to dental assistants to dentists.

9. Encourage positive attitudes, professionalism and mutual respect within the workplace and the oral health profession.

- SDAA celebrated Dental Assistants Week on March 3-9 and promoted the week to all dental offices.
- The SDAA Benefit Plan is available to our members. Information is available at www.sdaabenefits.ca
- Continue to advertise the CDSS **Team Assistance Program** to encourage members to deal with personal issues that may affect their work.
- Held '**Members Forum**' at the 2014 Conference to increase communication to the interests and needs of the profession.

10. Provide all dental assistants in Saskatchewan with access to educational programs and courses that encourage professional and personal growth that include the development of interpersonal and negotiation skills.

- Seminars in November, March & April.
- Co-hosted Saskatchewan Oral Health Professions – Conference Sept 11-13, 2014
- Insertion & Carving of Amalgam Restorations – March 21 & 22, 2015
- Completely revised "*Dental Assistant Handbook*" available online.

Effective Administration:

11. SDAA is fiscally accountable.

- SDAA operates within an approved budget.
- Council reviews Income & Expense/Budget Comparison Statement and Balance Sheet at every meeting.
- The auditor is appointed through the Annual General Meeting
- The Auditor's Statement is approved by Council for presentation to the AGM.
- Auditor's Report is circulated to the membership for presentation to the AGM in accordance with The Dental Professions Act.
- A second signatory receives cheques, copies of invoices and a cheque log twice a month and applies the second signature to all cheques.
- All Officers receive an Income & Expense statement, Balance Sheet and general ledger print-out on a monthly basis.
- The P.D. account income deposited to main account to ensure that all SDAA transactions undergo annual audit.
- Increased email contact with members, including links to annual reports etc.

12. SDAA manages through policy governance.

- All members of council have the opportunity to review and comment on the executive director evaluation.
- A policy review schedule has been established.

13. SDAA assess council for demographic balance and work towards appropriate succession planning.

- Succession planning is incorporated into ends and is reviewed annually.
- Council demographics have been reviewed as part of the term of office annual report.

I am employed approximately 4 days per week by the SDAA. Tracey Taylor is employed two days per week as Professional Development Co-ordinator with primary responsibility for all professional development. She also is responsible for all data entry and mail. Tracey is assigned the responsibility of SDAA representation on the SOHP Conference team. The SDAA office remains located at 603 Third St. in Kenaston.

President Cara Breton has provided excellent, forward thinking leadership for the dental assistants' of Saskatchewan throughout 2014. It is a joy to work with the young, young hearted and bright individuals that are serving as your council. We look forward to continued success in 2015 and onward!

Required Motions:

MOTION: THAT the SDAA audited financial statement for the period January 1, 2014 – December 31, 2014 be accepted as presented.

MOTION: THAT Virtus Group is appointed to audit the financial statements as of yearend December 31, 2015.

PROFESSIONAL DEVELOPMENT: Tracey Taylor

SDAA offered three seminars in 2014, in April we held our first seminar of the year at the Western Development Museum in Saskatoon. This seminar featured two speakers with Ms. Elodie Jordens presenting information on *Aboriginal Awareness*. The second speaker of the day was Dr. Rosamund Harrison from UBC, she spoke about her research with at risk populations and the use of *Motivational Interviewing*. In May 2014 we were in Regina at Saskatchewan Polytechnic, following the AGM we had Mr. Terry McKay from the Government of Saskatchewan present on *Workplace Harassment*, what it is and what it is not and what can and should and can be done. In the afternoon we did a review of *Radiation and Quality Assurance* procedures with Dean Lefebvre and Heather Nikota.

On November 8, 2014 we were in Regina at Evraz Place for the fall seminar. This seminar featured Jo-Ann Jones, RDH presenting 'Oral Cancer' in the morning and "*Communicating with Impact*" in the afternoon.

The SOHP 2014 conference was held in Saskatoon and was co-hosted by the Canadian Association of Public Health Dentistry. There were three key note speakers: Dr. Anita Chakravarti presented "*Mindfulness - Stress and Resilience*", Dr. Carlos Quinonez presented "*Public Health Dentistry in Canada*" and Eva Grayzel presented "*Tongue-Tied: A Story NOT Silenced by Oral Cancer*". There were a variety of speakers offered throughout the weekend and we found that most rooms were quite full.

SDAA offered its first seminar of 2015 in Regina on March 14 at the Royal Executive Hotel; there were 144 people in attendance. We had three presentations: Dean Lefebvre did a review of *Digital Photography in the Dental Office*, Rosalynne Tayler had everyone up and moving with her presentation on Yoga for back care and Mr. Brent Pederson facilitated a Myers Briggs workshop titled 'The Power of Personality Preferences'. The second seminar will begin today following the AGM. This morning we will once again hear from Ms. Rosalynne Tayler on *Yoga for Back Care* followed after lunch by Susan Woodley presenting; '*It takes A Village: Healthy Beginnings for Mom to Pre-schoolers*'.

The SOHP 2015 Conference will take place September 10 – 12, 2015 in Regina. SDAA is co-chairing this year's event and Ms. Jo-Ann Chatterson has taken this leadership role for SDAA. There are three keynote speakers this year; Dr. Uche Odiatu – "*Maximum Energy - Fortify Your Day and Your Practice*"; Chris Scappatura – "*Waking Up on the Wrong Side of the Bed*" and the Saskatchewan Oral Health Coalition – "*Saskatchewan Solution for Better Oral Health*". Information regarding conference can be found on the conference website. Registration is now open and remains at \$185 for dental assistants, please remember to register prior to the early bird deadline of July 29, 2015 as prices will increase. Thank you all for coming today, I hope that you will stay for the presentations following our meeting and I hope to see in Regina in September.

REFERENCE #1

**SASKATCHEWAN DENTAL ASSISTANTS' ASSOCIATION
ANNUAL GENERAL MEETING
MAY 3, 2014
AUDITORIUM, SIAST WASCANA, REGINA SK**

CALL TO ORDER

1. President-Elect Cara Breton called the meeting to order at 9:00am; welcoming members to the fifty-sixth annual general meeting. Ms. Breton introduced the members of council present.

QUORUM

2. With 46 members in attendance, Ms. Breton declared that the requirement of a quorum (Administrative Bylaws; Section 9.3.2) is met by the members present.

AGENDA

3. Ms. Breton called for additions to the agenda. She added:

- 11) b) iii) – Honorary membership – Carmen Sheridan and that the following numbers are renumbered accordingly.
- 11) b) vii) Appreciation Awards is replaced by Student Essay Prize

MOTION #1: Carolyn Hudd – Janet Hazen / THAT the agenda be confirmed as amended. CD.

MINUTES

4. The minutes of the May 4, 2013 meeting were pre-circulated. Ms. Breton called for errors or omissions. There were none declared.

MOTION #2: Cindy Penrod – Jill Nault / THAT the minutes of the May 4, 2013 Annual General Meeting be adopted as circulated. CD.

PRESIDENT-ELECT REPORT

5. Ms. Breton greeted the members present. She verbally highlighted her report on activities over the past year noting that Council's main responsibility is to set direction, monitor the activities of the SDAA and direct the Executive Director.

Highlights included: The 2014 budget was approved in April, 2013. SDAA increased 2014 pay rates for all staff to reflect labour market standards. A change made by CDAA in 2012 in the Malpractice Insurance carrier brought the insurance rate down for 2012 and 2013; however, after research we realized that the new CDAA policy offered claims-made insurance rather than an occurrence-based policy. SDAA felt that this insurance placed dental assistants at risk once they held a non-practice licence, discontinued licensure due to a change in career or at retirement. SDAA has now purchased an occurrence-based policy which will provide long term coverage for dental assistants. The SDAA is now paying a \$100.00 or pro-rated stipend for council members attending an in-person meeting. Our licence fees will remain the same for 2015. The Commission of Dental Accreditation grant amount is \$5.24 per capita in 2014. This cost is based on the number of site visits scheduled annually.

Relative to Governance: Council held an in-camera session to discuss the annual review of the Executive Director. Council reviewed all policy governance with a policy governance coach. Council welcomed Pam Kashuba, RDA to council in the fall.

Over the course of the past few years the SDAA has been concerned that the CDAA was not achieving the benchmarks that are required of a national association. Council did not feel that the CDAA outcomes warranted remaining in the organization at this time. As announced in your December Accent on Assisting, SDAA served notice that we would not continue our participation in 2014. Our action has forced CDAA to consider a strategy to provide real value to dental assistants in Canada. At this time SDAA will participate in stakeholder discussions and has taken a wait and watch approach until some tangible restructuring take place before reevaluating our interest in this organization.

EXECUTIVE DIRECTOR REPORT

6. Ms. Anholt reviewed the 2013 Auditor's Report. As the Council defines the Mission, Vision and Strategic Outcomes, and staff have the responsibility to accomplish each through various staff activities. The following provides an overview of SDAA activities.

Enforcement & Ethical Practice:

Ensure safe and ethical practice through documentation and reporting scope of practice infractions within the dental professions.

- Distributed list of licensed members and "Assisting Highlights" to all dentists in Saskatchewan;

February, 2013.

- At year end there were 1300 members of which 88 were new registrants and the attrition from 2012 to 2013 was 70 members.
- Notification of lapsed licensure was sent to all members failing to renew their membership.
- SDAA staff has proactively contacted members, dentists, & unlicensed staff about licensure/practice issues.
- Met with the SIAST Wascana Dental Assisting Students in May 2013. The student presentation covered the rules and regulations regarding their licensure and practise. SDAA makes direct reference to attitudes and work ethics.
- Continued Professional Liability Insurance (\$2m) for each member holding practice status.
- All complaints are documented, addressed or referred as required. In 2013 there were 8 inquiries related to RDAs, 2 inquiries related to dentists. There were no complaints pursued. SDAA issued 7 cautionary notices and contacted the CDSS in one instance. One disciplinary hearing was held in June 1, 2013 regarding Tara Fedak who was found guilty of professional misconduct. The hearing report is posted on the SDAA website.

Ensure that Registered Dental Assistants are current with infection prevention and control standards.

- The new "Infection Control Protocols" for Saskatchewan are posted on the SDAA website.

Support the CDSS Practice Inspection initiative to monitor standards and protocols.

- Provided CDSS with current licensure lists to assist with practice inspections.

Encourage positive attitudes, professionalism and mutual respect within the workplace.

- SDAA celebrated Dental Assistants Week on March 3-9, offered an SDAA Benefit Plan to our members, advertised the CDSS Team Assistance Program to encourage members to deal with personal issues that may affect their work and held a 'Members Forum' at the 2013 Conference to increase communication and learn about the interests and needs of the profession.

Provide members with access to expanded workplace opportunities including long term care and public health initiatives.

- SDAA has continued to pursue the "Dental Assistant Care Plan" proposal for Long Term Care homes and a kit is now available for presentations in homes.
- The SOHP LTC committee has developed a proposal for oral care in LTC which has been presented to the Ministry of Health. Two pilots are currently underway and a follow-up meeting will be held with Health Ministry representatives.

Monitor labour market supply and demand for dental assistants.

- SDAA is advertising for dental assistants out of province. There are huge shortages of RDA's as revealed by our Job Board.

Education:

Uphold national educational and regulatory standards including CDAC accreditation, NDAEB examinations and standardized curriculum.

- All of our partnerships are continued with the exception of serving notice to CDAA that SDAA will not be affiliated in 2014.

Provide all dental assistants in Saskatchewan access to educational programs and courses that encourage personal and professional growth.

- Between SDAA and SIAST there were a great number of courses offered.

Assist Registered Dental Assistants in the development of interpersonal and negotiation skills.

- Information on the harassment legislation in Saskatchewan was printed in the Accent on Assisting, December 2013 as this seems to be a growing concern within the profession.

Collaborate within the dental professions relative to public oral health initiatives.

- The Long Term Care initiative is a fully collaborative endeavor.

Inform employers regarding the skills, current licensure status, salary expectations and benefits for Registered Dental Assistants.

- The Proposed Salary Guide was increased by 4% for 2013; SDAA participated in the Saskatchewan Oral Health Professions Forum; we promoted SDAA Benefits (our health insurance

program) available to dental assistants and to dental offices.

Educate the public about the role and scope within the dental assisting profession.

- Our competency document is posted on our website.

Effective Administration:

SDAA is financially viable.

- SDAA operates within an approved budget; Council reviews an Income & Expense/Budget Comparison Statement and Balance Sheet at every meeting.

SDAA is fiscally accountable.

- The auditor is appointed through the Annual General Meeting; the Auditor's Statement is approved by Council for presentation to the AGM; the Auditor's Report is circulated to the membership and presented at the AGM in accordance with The Dental Professions Act.
- A second signatory receives cheques, copies of invoices and a cheque log twice a month and applies the second signature to all cheques; all Officers receive an Income & Expense statement, Balance Sheet and general ledger print-out on a monthly basis.
- The P.D. account income is deposited to the main account to ensure that all SDAA transactions undergo the annual audit.

SDAA manages through policy governance.

- All members of council have the opportunity to review and comment on the executive director evaluation. Policy Governance Workshops were held at each meeting in 2013; a new policy manual was approved in October, 2013; Council is in the process of developing Executive Director monitoring reports; and a new policy evaluation schedule has been established.

SDAA assess council for demographic balance and work towards appropriate succession planning.

- Succession planning is reviewed annually.
- Council demographics have been reviewed as part of the annual report on the terms of office.

I am employed approximately 4 days per week by the SDAA. Tracey Taylor is employed approximately two days per week as Professional Development Coordinator with primary responsibility for all professional development. She also is responsible for all data entry and mail. Tracey is assigned the responsibility of SDAA representation on the SOHP Conference team. The SDAA office remains located at 603 Third St. in Kenaston.

2013 was another great year for SDAA. President Stacey Chaisson has provided forward thinking leadership for our dental assistants. Our profession has increased its public profile over Stacey's tenure and her outreach has attracted new and young directors. Their involvement speaks well for the future of the organization and I am proud to be involved with such a dynamic group. We were very sorry to have Stacey leave us in January; fortunately our President-Elect Cara Breton has capably stepped into the position. Council has approved the continuance of Jo-Ann Chatterson in the capacity of Past President.

MOTION #3: Carmela Parkin – Shannon Yung / THAT the SDAA audited financial statement for the period January 1, 2013 – December 31, 2013 be accepted as presented. CD.

MOTION #4: Kaitlyn Janzen – Carmela Parkin / THAT Virtus Group is appointed to audit the financial statements as of yearend December 31, 2014. CD.

PROFESSIONAL
DEVELOPMENT REPORT

7. Ms. Taylor reported that presentations on 'Aboriginal Awareness' and 'Motivational Interviewing with at Risk Populations' were held on April 5, 2014. 'Workplace Harassment' and 'Radiation Quality Assurance' updates will take place today. The SOHP Conference dates are September 11-13 in Saskatoon and 'Oral Cancer – An Emerging Pandemic?' & 'Communicating with Impact' will be held in Regina on November 8.

The Canadian Association of Public Health Dentistry will be joining the SOHP conference this year and will be co-hosting the conference. The theme for this year's session is 'Leading Innovation and Change'. There will be three short keynote speakers; Dr. Anita Chakravarti will present "Mindfulness - Stress and Resilience" on Friday morning; Dr. Carlos Quinonez, from CAPHD will present "The history of dental care in Canada: What can Saskatchewan teach us about the future of dentistry?" on Friday afternoon and Eva Grayzel will present "Tongue-Tied: A Story NOT Silenced by Oral Cancer" on Saturday

morning. A preliminary schedule of events and speakers can be found on the SOHP website at <http://saskoralhealthconference.com/>. Conference fees have been increased for 2014. Dental assistants registering prior to August 11, 2014 will pay the \$185 fee which includes a \$10 levy to support the ongoing initiatives of the CAPHD. Registration is soon available online; noting that all fees will increase after the August 11, 2014 deadline.

Ms. Taylor thanked those volunteers, whether it is during PD sessions, annual conference, council or presenting oral care demonstrations in schools or LTC facilities.

ACCEPTANCE OF REPORTS

8. Ms. Breton called for a motion to receive all reports.

MOTION #5: Jacklyn Sies – Cindy Penrod / THAT all reports be received. CD.

OLD BUSINESS

9. None.

NEW BUSINESS

10. None.

AWARDS

11. Ms. Breton announced that Certificates of Appreciation are awarded to Chantel Breitzkreuz and Stacey Chaisson.

The Past President's plaque has been engraved with Ms. Stacey Chaisson's name. In lieu of a past president's ring, Ms. Chaisson has donated the value to the student essay prize.

Honorary Life Membership was presented to Ms. Calla Effa.

Honorary Membership was presented to Ms. Carmen Sheridan.

The Marg Steckler Award of Excellence was presented to Ms. Jo-Ann Chatterson.

The Susan Anholt Mentorship Award was presented to Ms. Karen Hannah.

Members with twenty-five years' service are Connie Wruck, Shannon Kehler, Joy Schneider, Connie Morris, Leanne Hornle, Fay Pilatus & Mary Voth.

The Student Essay Prize of \$500.00 was awarded to Ms. Jenna Dewar.

ELECTION OF PRESIDENT ELECT

12. Ms. Breton turned the meeting over to Past President Jo-Ann Chatterson. Ms. Chatterson announced that the position of President Elect is vacant. She announced that she has received the nomination of Gillian Nault and called for further nominations? Ms. Nault introduced herself to the membership. Ms. Chatterson called for a motion.

MOTION #6: Pam Kashuba – Calla Effa / THAT Gillian Nault is elected to the position of President Elect. CD.

ELECTION OF DIRECTOR

13. Ms. Chatterson announced that the election of Ms. Nault to the President Elect position has created an opening for a director on council and called for nominations. Ms. Melissa Kowbel indicated that she is interested in this position. Ms. Kowbel introduced herself to the membership. Ms. Chatterson called for a motion.

MOTION #7: Gillian Nault – Holly Hanson / THAT Melissa Kowbel is elected to a three year term as SDAA directors effective May 3, 2014. CD.

INSTALLATION OF OFFICERS

14. The installation of officers proceeded with Ms. Breton presenting incoming president elect Ms. Nault with the SDAA Operations Management Systems manual. Ms. Chatterson presented incoming President Ms. Breton with the SDAA Gavel and the Operations Management Systems manual to assist in conducting business as the SDAA President. Ms. Breton presented continuing Past President Ms. Chatterson with the Past President's Operations Management Systems manual.

ADJOURNMENT

15. Ms. Breton thanked the membership for their participation in today's meeting and indicated that she is looking forward to many successes over the next few years. She declared the fifty-sixth Annual General Meeting adjourned at 9:50am.

REFERENCE 2 Saskatchewan Dental Assistants' Association

Audited Financial Statement for the year ending December 31, 2014 (with comparative figures for 2013)

Revenue	2014	2013
Licensure	\$265,070	\$256,925
Member Professional Development Income	16,950	23,350
Other Income	8,241	7,078
Public and Professional Relations	140	200
	\$290,401	\$287,553
Expenses		
Accreditation Fees	6,101	10,606
Advertising and Promotion	4,013	4,266
Amortization	1,969	2,379
Council Development		7,628
Executive Board Meetings	13,535	13,293
Gifts and Honorariums	987	715
Insurance	15,931	15,962
Interest and Bank Charges	1,725	1,742
Member Professional Development	15,130	18,333
Memberships and Grants		45,795
Miscellaneous	1,051	446
Office and General	16,598	17,813
Professional Fees	6,753	16,083
Rent	6,600	6,600
Repairs and Maintenance		826
Staff Travel and Training	4,406	5,637
Telephone	2,583	2,406
Wages and Benefits	93,960	81,100
	\$191,342	\$251,630
Other Income (expenses)		
Loss on Sale of property, plant & equipment		-61
Net Income	\$99,059	\$35,862
Current Assets		
Cash	10,866	4,695*
Term Deposits	321,000	221,000
Interest receivable	3,154	2,112
Prepaid expenses	1,350	1,250
Investments	281,900	281,900
Property, plant & equipment (tangible capital assets)	4,494	6,463
	\$622,764	\$517,420
Liabilities		
Current Liabilities		
Deferred income	\$8,655	\$2,370
Member Equity	\$614,109	\$515,050
Members' equity – beginning of year	515,050*	483,388
Net income	99,059	31,662
Members' equity – end of year	\$614,109	\$515,050

The above is an excerpt of the complete audited financial statement of the SDAA completed by Virtus Group

* See note #7 - Correction of Error in complete financial statement.