



# Society of Fire Protection Engineers

*Engineering a Fire Safe World*

May 24, 2017

Members and Colleagues  
SFPE / NCR Chapter

**Re:** Treasurer's Report January 1, 2016 – December 31, 2016

It is my pleasure to report on the financial status of the Chapter for the calendar year 2016.

After many years of diligent service, Bob Cavan retired from the SFPE NCR Chapter Treasurer's position and Claire Fréchette took over the function. Signing authority for the bank account was transferred to Claire Fréchette and Mark Ramlochan on August 5, 2016. Thanks to Bob for his commitment towards the Chapter.

The technical sessions and membership fees continue to be the main source of revenue for the Chapter.

Expenses for the AGM, Technical & Education forums, speaker gifts, and our website hosting service are our typical main expenses.

We had one exceptional expense in 2016 with the donation of \$1,500 to the Ottawa Professional Firefighters Association (OPFA) to sponsor the International Fire Instructor Workshop (IFIW) hosted in Ottawa in September 2016.

There were no applicants for the \$500 Ken Richardson bursary in 2016. Funds for this bursary are paid out from chapter revenues, so it is important for income to support this initiative. Members will be asked to voluntarily contribute to this bursary fund to enable it to, hopefully, be self-sustaining.

As a result, the Chapter reports a deficit of \$1487.88 in the 2016 calendar year on account of the \$1500 donated to the OPFA for the IFIW. Nonetheless, the Chapter has a good reserve, finishing the year 2016 with a balance of \$6673.

Details are highlighted in the financial statement attached.

Thank you to members of the Chapter for your continuing financial support.

Claire Fréchette, Treasurer

## SFPE NCR FINANCIAL STATEMENT

PERIOD January 1, 2016 - December 31, 2016

Opening balance January 1, 2016	\$8,160.90
<b>Income:</b>	
Attendance Fees	\$335.00
Membership Dues	\$800.00
Donations	\$10.00
<b>Total Income.....</b>	<b>\$1145.00</b>
<b>Expenses:</b>	
IFIW* - Workshop sponsorship	\$1500.00
AGM - Hellenic Centre room charges	\$774.64
Speaker gifts	\$148.62
Bank charges	\$59.40
Website hosting agreement	\$79.04
Domain name renewal	\$71.18
<b>Total Expenses.....</b>	<b>\$2632.88</b>
<b>Deficit</b>	<b>\$1487.88</b>
<b>Closing balance Dec 31, 2016</b>	<b>\$6673.02</b>

Prepared by:   
Claire Fréchette, Treasurer

24/05/2017

\* IFIW: International Fire Instructor Workshop – held in Ottawa Sept 2016