

# WILSON LAYCRAFT

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Barristers & Solicitors

Contact: **Patti Sinclair**

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April 7, 2018

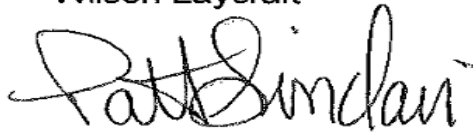
Calgary Association of Legal Administrators  
Box 20126 Bow Valley Postal Outlet  
Calgary, Alberta  
T2P 3H3

To Karryn Mysyk,

I have completed my review of the financial records of the Calgary Association of Legal Administrators (CALA) for the 12 month period ending March 31, 2018.

I confirm that I have reviewed the deposit and cheque entries on the bank account of CALA and there appears to be no major discrepancies. I have also reviewed all GL entries and confirm to the best of my knowledge that the figures contained therein reflect the financial transactions of CALA for the period reviewed.

Yours truly,  
Wilson Laycraft



Patti Sinclair  
Office Manager

**Calgary Association of Legal Administrators**  
**Balance Sheet As at 03/31/2018**

**ASSET**

**CURRENT ASSETS**

Royal Bank Chequing Account	-7,027.82
Royal Bank GIC Accounts - 25	0.00
Royal Bank GIC Accounts - 26	0.00
Royal Bank GIC - 27	0.00
Royal Bank GIC - 28	0.00
Royal Bank GIC - 29	36,565.85
Prepaid Expenses	0.00
Accounts Receivable	0.00
Accounts Receivable - written off	0.00
<b>TOTAL CURRENT ASSETS</b>	<u>29,538.03</u>

**TOTAL ASSET** 29,538.03

**LIABILITY**

**TOTAL LIABILITY** 0.00

**EQUITY**

**EQUITY**

Retained Earnings	71,674.01
Current Earnings	<u>-42,135.98</u>
<b>TOTAL EQUITY</b>	<u>29,538.03</u>

**TOTAL EQUITY** 29,538.03

**LIABILITIES AND EQUITY** 29,538.03

Generated On: 04/03/2018

**Calgary Association of Legal Administrators**  
**Income Statement 04/01/2017 to 03/31/2018**

**REVENUE**

**REVENUE**

Membership Fees	22,504.00
Sponsorship	67,529.84
Salary Survey	12,600.00
Golf Tournament	5,345.00
Guest Fees	800.00
Interest	310.88
Cancellation Fees	140.00
<b>TOTAL REVENUE</b>	<u>109,229.72</u>

**TOTAL REVENUE** 109,229.72

**EXPENSE**

**EXPENSES**

Bank Charges/Interest	62.50
Educational Meetings	3,461.62
Annual General Meeting	4,035.03
Office Expense	1,630.11
Travel - ALA	12,540.32
Managing Partners Luncheon	8,743.77
Golf Tournament	13,159.94
Speaker Fees	18,087.00
Board Meetings	19,476.12
Hosting/Committee Appreciation	758.89
Salary Survey	6,507.83
Subsection & Committee Luncheons	6,830.26
Travel - CLI	19,662.53
Miscellaneous	150.00
Charitable Giving	613.98
Christmas Lunch	16,225.54
Stampede Function	2,254.61
Spring Fling	7,812.06
Conference Scholarships	8,581.84
Website Costs	771.75
<b>TOTAL EXPENSES</b>	<u>151,365.70</u>

**TOTAL EXPENSE** 151,365.70

**NET INCOME** -42,135.98

Generated On: 04/03/2018

**Calgary Association of Legal Administrators**

**Trial Balance As at 03/31/2018**

Account Number	Account Description	Debits	Credits
1100	Royal Bank Chequing Account	0.00	7,027.82
1200	Royal Bank GIC Accounts - 25	0.00	0.00
1220	Royal Bank GIC Accounts - 26	0.00	0.00
1250	Royal Bank GIC - 27	0.00	0.00
1260	Royal Bank GIC - 28	0.00	0.00
1270	Royal Bank GIC - 29	36,565.85	0.00
1300	Prepaid Expenses	0.00	0.00
1400	Accounts Receivable	0.00	0.00
1401	Accounts Receivable - written off	0.00	0.00
2400	Accounts Payable	0.00	0.00
3100	Retained Earnings	0.00	71,674.01
4100	Membership Fees	0.00	22,504.00
4110	Sponsorship	0.00	67,529.84
4120	Salary Survey	0.00	12,600.00
4130	Golf Tournament	0.00	5,345.00
4140	Ref. Manual Advertising	0.00	0.00
4150	Newsletter Advertising	0.00	0.00
4160	Guest Fees	0.00	800.00
4170	Interest	0.00	310.88
4180	Cancellation Fees	0.00	140.00
4190	Miscellaneous Income	0.00	0.00
4200	CALA\ELOMA Retreat	0.00	0.00
5050	Bank Charges/Interest	62.50	0.00
5060	Bad Debt	0.00	0.00
5100	Educational Meetings	3,461.62	0.00
5105	Annual General Meeting	4,035.03	0.00
5110	Office Expense	1,630.11	0.00
5120	Fall Networking Event	0.00	0.00
5130	Travel - ALA	12,540.32	0.00
5140	Managing Partners Luncheon	8,743.77	0.00
5150	Golf Tournament	13,159.94	0.00
5160	Speaker Fees	18,087.00	0.00
5170	Telephone Seminars	0.00	0.00
5180	Board Meetings	19,476.12	0.00
5185	Hosting/Committee Appreciation	758.89	0.00
5190	Salary Survey	6,507.83	0.00
5195	Subsection & Committee Luncheons	6,830.26	0.00
5200	Travel - CLI	19,662.53	0.00
5202	VOID/Travel - National Conferences	0.00	0.00
5204	VOID/Travel - Regional Conferences	0.00	0.00
5210	Miscellaneous	150.00	0.00
5215	Charitable Giving	613.98	0.00

5220 Christmas Lunch	16,225.54	0.00
5222 Stampede Function	2,254.61	0.00
5225 Vendor's Fair	0.00	0.00
5226 Spring Fling	7,812.06	0.00
5230 Newsletter Costs	0.00	0.00
5240 Reference Manual Costs	0.00	0.00
5250 Conference Scholarships	8,581.84	0.00
5255 U of C Bursary/Award	0.00	0.00
5260 Board Purchases	0.00	0.00
5270 Vendor Appreciation	0.00	0.00
5275 Promotional items	0.00	0.00
5280 Website Costs	771.75	0.00
5285 CALA\ELOMA Retreat	0.00	0.00
5290 Region 5 Expenses	0.00	0.00
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	<u>187,931.55</u>	<u>187,931.55</u>

Generated On: 04/03/2018

Calgary Association of Legal Administrators							
BUDGET to ACTUAL							
31-Mar-18							
For the Year 2017/2018							
		2017/18			2016/17		
		April 01, 2017	CURRENT		April 01, 2016	Mar.31,2017	
Closing Operating Bank Balance		20,364.01	-7,027.82		31,471.41	20,364.01	
Opening Savings Account Balance		51,310.00	36,565.85		50,979.60	51,310.00	
			29,538.03			71,674.01	
				Over/Under			Over/Under
	GL Acct.	BUDGET	Actual	Budget	BUDGET	Actual	Budget
Membership Fees	4100	24,000.00	22,504.00	1,496.00	24,000.00	24,495.00	-495.00
Business Partner Sponsorship	4110	70,000.00	67,529.84	2,470.16	70,000.00	91,248.30	-21,248.30
Salary Survey	4120	12,000.00	12,600.00	-600.00	12,000.00	12,000.00	0.00
Golf Tournament	4130	6,500.00	5,345.00	1,155.00	7,000.00	6,510.00	490.00
Interest	4170	300.00	310.88	-10.88	500.00	332.05	167.95
Guest Fees	4160	0.00	800.00	-800.00	0.00	120.00	-120.00
Cancellation Fees	4180	0.00	140.00	-140.00	0.00	20.00	-20.00
Miscellaneous Income	4190	0.00	0.00	0.00	0.00	75.00	-75.00
CALA/ELOMA Retreat	4200	0.00	0.00	0.00	0.00	0.00	0.00
<b>TOTAL REVENUE</b>		<b>112,800.00</b>	<b>109,229.72</b>	<b>3,570.28</b>	<b>113,500.00</b>	<b>134,800.35</b>	<b>-21,300.35</b>
<b>TOTAL CASH</b>		<b>184,474.01</b>	<b>180,903.73</b>		<b>195,951.01</b>	<b>217,251.36</b>	
Bank Charges/Interest	5050	250.00	62.50	187.50	250.00	225.18	24.82
Educational/Business Meetings	5100	8,000.00	3,461.62	4,538.38	20,000.00	18,022.51	1,977.49
Fall Networking Event	5120	0.00	0.00	0.00	10,000.00	0.00	10,000.00
AGM (Prior Year)	5105	4,035.03	4,035.03	0.00	6,000.00	2,648.81	3,351.19
Office Expense (software, postage, courier)	5110	500.00	1,630.11	-1,130.11			
ALA Conference - Travel and Registration	5130	15,000.00	12,540.32	2,459.68	15,000.00	13,169.02	1,830.98
Managing Partner Lunch	5140	5,000.00	8,743.77	-3,743.77	5,000.00	4,624.83	375.17
Golf Tournament (Incl. Next Year Deposit)	5150	18,000.00	13,159.94	4,840.06	18,000.00	17,275.56	724.44
Speaker Fees	5160	10,000.00	18,087.00	-8,087.00	22,000.00	12,645.15	9,354.85
Board Meetings & Know Your Members	5180	25,000.00	19,476.12	5,523.88	5,000.00	8,053.06	-3,053.06
Hosting/Committee Appreciation	5185	3,000.00	758.89	2,241.11	3,000.00	2,899.08	100.92
Salary Survey	5190	7,000.00	6,507.83	492.17	4,300.00	4,087.87	212.13
Subsection and Committee Luncheons	5195	5,000.00	6,830.26	-1,830.26	6,000.00	4,503.93	1,496.07
CLI - Travel and Registration	5200	18,500.00	19,662.53	-1,162.53	20,000.00	19,522.48	477.52
Miscellaneous	5210	500.00	150.00	350.00	1,000.00	458.45	541.55
Community Challenge	5215	2,000.00	0.00	2,000.00	3,000.00	0.00	3,000.00
Charitable Giving (not Comm.Challenge)	5215	500.00	613.98	-113.98	1,000.00	891.45	108.55
Christmas Social or GALA	5220	20,000.00	16,225.54	3,774.46	12,000.00	10,057.66	1,942.34
Stampede Function	5222	2,300.00	2,254.61	45.39	6,000.00	3,024.38	2,975.62
Spring Fling (Business Partner Event)	5226	12,000.00	7,812.06	4,187.94	10,000.00	9,886.41	113.59
Conference Scholarships (RLC & National)	5250	11,000.00	8,581.84	2,418.16	10,000.00	7,110.21	2,889.79
Promotional Items (CALA branded items)	5275	2,500.00	0.00	2,500.00	5,000.00	4,882.87	117.13
Website Costs	5280	1,000.00	771.75	228.25	4,000.00	1,588.44	2,411.56
CALA/ELOMA Retreat	5285	0.00	0.00	0.00	0.00	0.00	0.00
Region 5 Expenses/Rebranding	5290	0.00	0.00	0.00	0.00	0.00	0.00
<b>TOTAL EXPENSES</b>		<b>171,085.03</b>	<b>151,365.70</b>	<b>19,719.33</b>	<b>186,550.00</b>	<b>145,577.35</b>	<b>40,972.65</b>
<b>NET CASH BALANCE</b>		<b>13,388.98</b>	<b>29,538.03</b>		<b>9,401.01</b>	<b>71,674.01</b>	

Calgary Association of Legal Administrators  
 General Ledger Report 04/01/2017 to 03/31/2018  
 Sorted by: Date

Date	Comment	Source #	JE#	Debits	Credits	Balance
<b>1100 Royal Bank Chequing Account</b>						20,364.01 Dr
04/01/2017	Jerry-Lynn Fossenier - ALA donations for silent auct	1669	J8	0.00	20.97	20,343.04 Dr
04/01/2017	Jerry-Lynn Fossenier - ALA donation for silent aucti	1666	J10	0.00	555.45	19,787.59 Dr
04/01/2017	McLennan Ross - nominating committee lunch	1670	J11	0.00	100.45	19,687.14 Dr
04/03/2017	Deposit Interest	Deposit	J44	0.02	0.00	19,687.16 Dr
04/07/2017	Murietta's Westcoast Grill - AGM deposit	1671	J12	0.00	2,887.50	16,799.66 Dr
04/10/2017	DBM Telecom Solutions Inc.	169	J4	1,084.00	0.00	17,883.66 Dr
04/10/2017	Bank deposit	1	J5	0.00	0.00	17,883.66 Dr
04/10/2017	Membership cheques	Deposit	J6	12,625.00	0.00	30,508.66 Dr
04/11/2017	Warren Benson Amantea - board meeting dinner	1672	J13	0.00	126.75	30,381.91 Dr
04/12/2017	Jerry-Lynn Fossenier - ALA conference	1673	J14	0.00	1,987.47	28,394.44 Dr
04/12/2017	Laura McCambley - board dinner	1674	J15	0.00	173.19	28,221.25 Dr
04/18/2017	Britelink Information Systems	1675	J16	0.00	105.00	28,116.25 Dr
04/18/2017	Laura McCambley - ALA conference scholarship	1676	J17	0.00	600.00	27,516.25 Dr
04/18/2017	Membership Deposit	Deposit	J35	1,275.00	0.00	28,791.25 Dr
04/21/2017	Murietta's Westcoast Grill	1677	J18	0.00	1,147.53	27,643.72 Dr
04/21/2017	Jeanelle Crosser - Aronson gift card	1678	J19	0.00	526.92	27,116.80 Dr
04/26/2017	McLennan Ross - courier charge	1679	J20	0.00	15.94	27,100.86 Dr
04/28/2017	RBC Royal Bank	Debit	J45	0.00	5.00	27,095.86 Dr
05/01/2017	Deposit Interest	Deposit	J52	0.02	0.00	27,095.88 Dr
05/02/2017	Lexicon Management Ltd - board lunch	1680	J21	0.00	166.32	26,929.56 Dr
05/02/2017	Business Sponsors	Deposit	J36	7,083.84	0.00	34,013.40 Dr
05/02/2017	Membership Deposit	Deposit	J37	4,800.00	0.00	38,813.40 Dr
05/08/2017	Karryn Mysyk - CLI registration	1681	J22	0.00	702.96	38,110.44 Dr
05/08/2017	Britelink Information Systems	1682	J23	0.00	78.75	38,031.69 Dr
05/08/2017	Mathieson & Hewitt - Zizek McLaughlin photo	1683	J24	0.00	252.00	37,779.69 Dr
05/11/2017	Cali Oppenheim - salary survey monkey	1684	J25	0.00	228.00	37,551.69 Dr
05/11/2017	Jerry-Lynn Fossenier - CLI reg & airfare	1685	J26	0.00	1,470.86	36,080.83 Dr
05/11/2017	Andrea Boyle	1686	J27	0.00	768.04	35,312.79 Dr
05/11/2017	Sharon Harris - CLI registration & airfare	1687	J28	0.00	1,491.70	33,821.09 Dr



05/16/2017	Business Sponsor Deposit	Deposit	J38	8,000.00	0.00	41,821.09	Dr
05/16/2017	Membership deposit	deposit	J39	725.00	0.00	42,546.09	Dr
05/19/2017	Buzzard's Restaurant - stampede breakfast	1688	J29	0.00	315.00	42,231.09	Dr
05/24/2017	Michelle Zizek - CLI registration and flight	1689	J30	0.00	1,668.44	40,562.65	Dr
05/30/2017	Karryn Mysyk - Sage 50 software update	1690	J31	0.00	278.25	40,284.40	Dr
05/30/2017	Business Sponsor deposit	Deposit	J40	17,000.00	0.00	57,284.40	Dr
05/30/2017	Membership deposit	Deposit	J41	775.00	0.00	58,059.40	Dr
05/31/2017	RBC Royal Bank	Debit	J53	0.00	6.50	58,052.90	Dr
06/01/2017	Deposit Interest	Deposit	J78	0.03	0.00	58,052.93	Dr
06/05/2017	Bennett Jones LLP - HR subsection	1691	J32	0.00	481.74	57,571.19	Dr
06/06/2017	Buzzards Restaurant & Bar Ltd. - Stampede breakfast	1692	J33	0.00	888.36	56,682.83	Dr
06/06/2017	Membership deposit	Deposit	J42	750.00	0.00	57,432.83	Dr
06/06/2017	Business Sponsor deposit	Deposit	J43	8,000.00	0.00	65,432.83	Dr
06/07/2017	Britelink Information Systems	1693	J34	0.00	78.75	65,354.08	Dr
06/10/2017	Michele Zizek - parking	1694	J50	0.00	24.00	65,330.08	Dr
06/10/2017	Karryn Mysyk	1695	J51	0.00	26.00	65,304.08	Dr
06/13/2017	Jennifer Carter-Squires	1696	J54	0.00	1,595.23	63,708.85	Dr
06/14/2017	Stand & Command	1697	J55	0.00	8,925.00	54,783.85	Dr
06/14/2017	Mathieson & Hewitt	1698	J56	0.00	126.00	54,657.85	Dr
06/16/2017	Jerry-Lynn Fossenier	1700	J57	0.00	3,246.08	51,411.77	Dr
06/16/2017	Distinctive Catering	1701	J58	0.00	365.09	51,046.68	Dr
06/19/2017	Lexicon Management	1702	J59	0.00	55.23	50,991.45	Dr
06/20/2017	Karryn Mysyk - SAGE update	1703	J60	0.00	206.80	50,784.65	Dr
06/26/2017	Holli McVean	1704	J61	0.00	1,372.97	49,411.68	Dr
06/26/2017	BDP Office Services LP	1705	J62	0.00	258.30	49,153.38	Dr
06/26/2017	Sharon Harris - parking	1706	J63	0.00	142.21	49,011.17	Dr
06/26/2017	Karryn Mysyk - CLI	1707	J64	0.00	1,054.56	47,956.61	Dr
06/26/2017	Kranq - business sponsor payment	Deposit	J75	3,000.00	0.00	50,956.61	Dr
06/30/2017	RBC Royal Bank	Debit	J79	0.00	7.50	50,949.11	Dr
07/04/2017	Deposit Interest	Deposit	J85	0.05	0.00	50,949.16	Dr
07/04/2017	Jerry-Lynn Fossenier - GALA committee lunch	1708	J87	0.00	116.87	50,832.29	Dr
07/12/2017	Jennifer Carter-Squires - Stampede breakfast	1709	J66	0.00	1,051.25	49,781.04	Dr
07/13/2017	Britelink Information Systems	1710	J67	0.00	78.75	49,702.29	Dr
07/24/2017	Gowlings WLG	1711	J68	0.00	341.25	49,361.04	Dr

07/27/2017	Michelle Zizek - CLI	1713	J69	0.00	875.30	48,485.74	Dr
07/27/2017	Sharon Harris - CLI	1714	J70	0.00	1,377.29	47,108.45	Dr
07/27/2017	Sharon Harris - Regional Conference	1716	J71	0.00	1,790.54	45,317.91	Dr
07/27/2017	Karryn Mysyk - CLI	1717	J72	0.00	1,493.82	43,824.09	Dr
07/31/2017	RBC Royal Bank	Debit	J83	0.00	3.00	43,821.09	Dr
08/01/2017	Jennifer Carter-Squires - CLI	1718	J73	0.00	1,444.84	42,376.25	Dr
08/01/2017	Business sponsors	Deposit	J76	13,747.00	0.00	56,123.25	Dr
08/01/2017	member deposits	Deposit	J77	382.00	0.00	56,505.25	Dr
08/01/2017	Deposit Interest	Deposit	J111	0.04	0.00	56,505.29	Dr
08/02/2017	Jerry-Lynn Fossenier	1719	J74	0.00	3,794.53	52,710.76	Dr
08/08/2017	Quests End - DJ for Gala	1720	J80	0.00	455.00	52,255.76	Dr
08/08/2017	Holli McVean	1721	J179	0.00	1,557.19	50,698.57	Dr
08/09/2017	Sharon Harris - board meeting dinner	1722	J92	0.00	178.24	50,520.33	Dr
08/09/2017	Lexicon Management - board meeting lunch	1723	J93	0.00	187.16	50,333.17	Dr
08/14/2017	Salary Survey	Deposit	J88	300.00	0.00	50,633.17	Dr
08/14/2017	Memberships	Deposit	J89	600.00	0.00	51,233.17	Dr
08/14/2017	Business Sponsorship	Deposit	J90	2,000.00	0.00	53,233.17	Dr
08/14/2017	Winston Golf Club	1724	J94	0.00	2,000.00	51,233.17	Dr
08/28/2017	Speakers Spotlight - Mark Bowden	1726	J96	0.00	5,000.00	46,233.17	Dr
08/29/2017	Jerry-Lynn Fossenier - Conf registration	1725	J95	0.00	670.11	45,563.06	Dr
08/31/2017	Sharon Harris - Houston flood victim donation	1727	J97	0.00	500.00	45,063.06	Dr
08/31/2017	RBC Royal Bank	Debit	J114	0.00	6.00	45,057.06	Dr
09/02/2017	Deposit Interest	Deposit	J129	0.04	0.00	45,057.10	Dr
09/05/2017	Karryn Mysyk - Sinclair gift certificate	1728	J98	0.00	103.87	44,953.23	Dr
09/05/2017	JoAnn Kolodychuk - Golf tournament expenses	1729	J99	0.00	645.14	44,308.09	Dr
09/05/2017	Winston Golf Club	1730	J100	0.00	10,264.99	34,043.10	Dr
09/05/2017	Diana Pahl - Golf tournament treats	1731	J101	0.00	249.81	33,793.29	Dr
09/05/2017	Megan Quintin - salary survey	1732	J102	0.00	3,750.00	30,043.29	Dr
09/06/2017	Gowlings WLG - annual return	1733	J103	0.00	341.25	29,702.04	Dr
09/07/2017	Sharon Harris - houston flood donation exchange	1734	J104	0.00	147.56	29,554.48	Dr
09/07/2017	PL Legal Services (Wilson Laycraft) - salary survey	1735	J105	0.00	90.09	29,464.39	Dr
09/08/2017	Britelink Information Systems	1736	J106	0.00	52.50	29,411.89	Dr
09/13/2017	Henderson - cheque printing fee	Debit	J131	0.00	139.07	29,272.82	Dr
09/19/2017		Deposit	J110	625.00	0.00	29,897.82	Dr

09/19/2017		Deposit	J110	610.00	0.00	30,507.82	Dr
09/19/2017		Deposit	J110	300.00	0.00	30,807.82	Dr
09/19/2017		Deposit	J110	264.00	0.00	31,071.82	Dr
09/19/2017		Deposit	J110	5,345.00	0.00	36,416.82	Dr
09/21/2017	Sunterra Catering	1737	J117	0.00	251.84	36,164.98	Dr
09/30/2017	RBC Royal Bank	Debit	J130	0.00	5.00	36,159.98	Dr
10/02/2017	Deposit Interest	Deposit	J152	0.03	0.00	36,160.01	Dr
10/04/2017	Green Bean Catering	1739	J119	0.00	52.61	36,107.40	Dr
10/04/2017	Lexicon Management	1741	J121	0.00	10.82	36,096.58	Dr
10/04/2017	The Rock Cafe & Restaurant	1742	J122	0.00	588.00	35,508.58	Dr
10/04/2017	Jerry-Lynn Fossenier - regional conference	1743	J123	0.00	847.98	34,660.60	Dr
10/04/2017	Opa of Greece	1738	J155	0.00	197.30	34,463.30	Dr
10/04/2017	Chef's Cafe Market	1740	J157	0.00	171.76	34,291.54	Dr
10/16/2017	Deposit - Xerox and Miles Davison	Deposit	J115	5,000.00	0.00	39,291.54	Dr
10/16/2017	Deposit - Xerox and Miles Davison	Deposit	J115	20.00	0.00	39,311.54	Dr
10/20/2017	BDP Office Services LP - Facilities subsection	1744	J124	0.00	162.91	39,148.63	Dr
10/23/2017	Salary survey	Deposit	J116	12,000.00	0.00	51,148.63	Dr
10/23/2017	Robert McLauchlin - Regional Conference	1745	J125	0.00	4,493.92	46,654.71	Dr
10/23/2017	Silverberg & Associates - benefit survey	1746	J126	0.00	2,500.00	44,154.71	Dr
10/23/2017	Sharon Harris - ALA regional conference	1747	J127	0.00	1,851.27	42,303.44	Dr
10/23/2017	Cheryl Morgan - ALA conference scholarship	1748	J128	0.00	3,487.92	38,815.52	Dr
10/25/2017	Jennifer Carter-Squires - Parking	1749	J132	0.00	44.10	38,771.42	Dr
10/26/2017	Karryn Mysyk - Know you member lunch	1750	J133	0.00	302.34	38,469.08	Dr
10/27/2017	JennKifer Carter-Squires - Know your member lunch	1751	J134	0.00	444.58	38,024.50	Dr
10/31/2017	Michelle Zizek - Know your member lunch	1752	J135	0.00	555.10	37,469.40	Dr
10/31/2017	Deposit - Business Partner - The New Network	Deposit-New Network	J136	500.00	0.00	37,969.40	Dr
10/31/2017	Quests End-DJ Gala	1753	J137	0.00	700.00	37,269.40	Dr
10/31/2017	RBC Royal Bank	Debit	J153	0.00	5.50	37,263.90	Dr
11/01/2017	Jerry-Lynn Fossenier - Nashville conf/KYM lunch/Gala	1755	J139	0.00	4,306.79	32,957.11	Dr
11/01/2017	Deposit Interest	Deposit	J175	0.03	0.00	32,957.14	Dr
11/06/2017	Zandrhea Photography - Gala photo booth	1754	J138	0.00	1,000.00	31,957.14	Dr
11/06/2017	Holli McVean - KYM lunch	1756	J140	0.00	203.20	31,753.94	Dr
11/09/2017	Jennifer Carter-Squires - Gala	1757	J141	0.00	1,065.86	30,688.08	Dr
11/09/2017	S & E Services Ltd. Partnership - KYM Lunch	1758	J142	0.00	382.17	30,305.91	Dr

11/09/2017	CBI Commercial Solutions - Gala invitations	1759	J143	0.00	388.50	29,917.41	Dr
11/09/2017	Lexicon Management - flowers/Gala	1760	J144	0.00	167.05	29,750.36	Dr
11/09/2017	Jerry-Lynn Fossenier - Gala	1761	J145	0.00	197.12	29,553.24	Dr
11/09/2017	Altman Weil, Inc. - speaker law firm leaders lunch	1762	J146	0.00	3,810.00	25,743.24	Dr
11/14/2017	Warren Benson Amantea - KYM lunch	1764	J148	0.00	489.17	25,254.07	Dr
11/15/2017	Holli McVean - Hilton Garden Inn education event	1766	J150	0.00	2,665.00	22,589.07	Dr
11/17/2017	Sharon Harris - KYM lunch	1767	J151	0.00	416.14	22,172.93	Dr
11/20/2017		Deposit	J158	264.00	0.00	22,436.93	Dr
11/20/2017	Calgary Petroleum Club-Gala planning meeting	1768	J159	0.00	60.44	22,376.49	Dr
11/21/2017	Calgary Petroleum Club - Gala	1763	J147	0.00	12,002.30	10,374.19	Dr
11/21/2017	BDP Office Services LP - section lunch	1765	J149	0.00	266.69	10,107.50	Dr
11/25/2017		Trust safety guest f	J165	800.00	0.00	10,907.50	Dr
11/27/2017	Field Law - financial section	1769	J160	0.00	249.91	10,657.59	Dr
11/27/2017	Field Law - financial subsection	1770	J161	0.00	323.40	10,334.19	Dr
11/27/2017	Green Bean Catering-Trust Safety presentation	1771	J162	0.00	1,125.34	9,208.85	Dr
11/30/2017	Robert McLaughlin - Know Your Member Lunch	1772	J163	0.00	449.02	8,759.83	Dr
11/30/2017	RBC Royal Bank	Debit	J176	0.00	10.50	8,749.33	Dr
12/01/2017	Deposit Interest	Deposit	J187	0.02	0.00	8,749.35	Dr
12/05/2017	Field Law - Trust Safety presenter gift	1773	J164	0.00	89.60	8,659.75	Dr
12/13/2017	McLennan Ross - HR Subsection	1774	J169	0.00	411.00	8,248.75	Dr
12/14/2017	Repayment of cancelled flight for CLI \$768.04 total	Andrea Boyle	J166	192.01	0.00	8,440.76	Dr
12/14/2017	Results Matter - bronze business sponsorship 2017-2018	Dep-Results Matter	J167	325.00	0.00	8,765.76	Dr
12/14/2017	Price Waterhouse Cooper - bronze sponsorship	Dep-Price Waterhouse	J168	1,000.00	0.00	9,765.76	Dr
12/14/2017	Jennifer Carter-Squires - board meeting parking	1775	J170	0.00	23.10	9,742.66	Dr
12/15/2017	Holli McVean - Charcut dinner	1776	J171	0.00	1,083.02	8,659.64	Dr
12/15/2017	Karryn Mysyk - LeGermain drinks	1777	J172	0.00	156.00	8,503.64	Dr
12/29/2017	RBC Royal Bank	Debit	J188	0.00	4.00	8,499.64	Dr
12/31/2017	Cali Margolis - staledated cheque	1557	J192	60.26	0.00	8,559.90	Dr
12/31/2017	Tami White - reverse staledated cheque	1618	J194	21.00	0.00	8,580.90	Dr
01/01/2018	Deposit Interest	Deposit	J198	0.01	0.00	8,580.91	Dr
01/08/2018	Sharon Harris - ALA national conference Maryland	1778	J173	0.00	2,272.77	6,308.14	Dr
01/08/2018	Canada Post Corporation	1779	J174	0.00	241.50	6,066.64	Dr
01/12/2018	Andrew Boyle - reimbursement for CLI payment	Dep-Boyle-CLI reimbu	J177	384.02	0.00	6,450.66	Dr
01/12/2018	Non attendance fees for section meeting	Dep-Patti Sinclair	J200	20.00	0.00	6,470.66	Dr

01/15/2018	Holli McVean-Westin deposit Law Firm Leaders Lunch	1780	J180	0.00	1,500.00	4,970.66	Dr
01/15/2018	Jerry-Lynn Fossenier - lunch business partner	1781	J181	0.00	144.96	4,825.70	Dr
01/16/2018	Sharon Harris-National Conference exchange	1782	J182	0.00	30.39	4,795.31	Dr
01/16/2018	Eighth Avenue Trattoria - board meeting lunch	1783	J183	0.00	186.77	4,608.54	Dr
01/25/2018	Fasken Martineau DuMoulin LLP-subsection lunch	1784	J184	0.00	290.41	4,318.13	Dr
01/25/2018	Jerry-Lynn Fossenier-BP lunch	1785	J185	0.00	227.44	4,090.69	Dr
01/31/2018	RBC Royal Bank	Debit	J199	0.00	4.50	4,086.19	Dr
02/01/2018	Deposit Interest	Deposit	J218	0.01	0.00	4,086.20	Dr
02/08/2018	Altman Weil, Inc.	1786	J186	0.00	3,777.00	309.20	Dr
02/08/2018		FundsTransfer	J207	5,017.19	0.00	5,326.39	Dr
02/12/2018	Andrea Boyle repayment for CLI flight	Boyle - CLI reimburs	J195	192.01	0.00	5,518.40	Dr
02/12/2018	Gayle Brady payment for non attendance at meeting	Deposit - Gayle Brad	J196	20.00	0.00	5,538.40	Dr
02/12/2018	Howmack - non attendance fee for meeting	Deposit - Howmack LP	J197	20.00	0.00	5,558.40	Dr
02/13/2018	Jennifer Carter-Squires-parking board meeting	1787	J209	0.00	21.00	5,537.40	Dr
02/13/2018	Andrea Boyle - reimburse airfare for CLI	Dep-Boyle-CLI reimbu	J216	192.01	0.00	5,729.41	Dr
02/13/2018	Non-cancellation fee - Brady and Howmack	Deposit - noncancell	J217	40.00	0.00	5,769.41	Dr
02/14/2018	Sharon Harris - board supper	1788	J210	0.00	283.53	5,485.88	Dr
02/21/2018		FundsTransfer	J208	5,018.08	0.00	10,503.96	Dr
02/21/2018	Westin Hotels & Resorts - leaders lunch	1789	J211	0.00	7,243.77	3,260.19	Dr
02/21/2018	Preetis Catering (J.Jubbal)-HR section meeting lunch	1790	J212	0.00	520.80	2,739.39	Dr
02/26/2018	Jerry-Lynn Fossenier-Know Your Member Lunch	1791	J213	0.00	146.21	2,593.18	Dr
02/28/2018	RBC Royal Bank	Debit	J219	0.00	1.50	2,591.68	Dr
03/01/2018	Deposit Interest	Deposit	J232	0.01	0.00	2,591.69	Dr
03/02/2018	Speakers' Spotlight-Mark Bowden educational event	1792	J214	0.00	5,500.00	2,908.31	Cr
03/07/2018	Holli McVean-educational event	1793	J215	0.00	681.17	3,589.48	Cr
03/08/2018	Tracey Thomson - books	1794	J220	0.00	115.45	3,704.93	Cr
03/13/2018		FundsTransfer	J226	5,019.45	0.00	1,314.52	Dr
03/22/2018	Prestoman Inc - magician Spring Fling	1795	J221	0.00	315.00	999.52	Dr
03/24/2018	Holli McVean-board meeting dessert	1797	J228	0.00	9.98	989.54	Dr
03/24/2018	Carscallen LLP-board meeting lunch	1798	J229	0.00	175.80	813.74	Dr
03/26/2018	BP remainder of year	Deposit-Van Houtte	J222	165.00	0.00	978.74	Dr
03/26/2018	cancellation fee	Deposit - Moe Hannah	J223	20.00	0.00	998.74	Dr
03/26/2018	membership for Jan-Mar 2018	Deposit - BDP	J224	44.00	0.00	1,042.74	Dr
03/27/2018	Zandrhea de Guzman - board photo	1799	J230	0.00	150.00	892.74	Dr

03/29/2018	RBC Royal Bank	Debit	J233	0.00	3.50	889.24	Dr
03/30/2018	Jennifer Carter-Squires - spring fling	1796	J227	0.00	7,497.06	6,607.82	Cr
03/31/2018	SaIT - HR subsection lunch	1800	J235	0.00	420.00	7,027.82	Cr
				<u>125,625.18</u>	<u>153,017.01</u>		

**1200 Royal Bank GIC Accounts - 25** 0.00 Dr

**1220 Royal Bank GIC Accounts - 26** 0.00 Dr

**1250 Royal Bank GIC - 27** 0.00 Dr

**1260 Royal Bank GIC - 28** 51,310.00 Dr

06/02/2017	Interest on GIC	Deposit interest	J47	255.85	0.00	51,565.85	Dr
06/02/2017		FundsTransfer	J49	0.00	51,565.85	0.00	Dr
				<u>255.85</u>	<u>51,565.85</u>		

**1270 Royal Bank GIC - 29** 0.00 Dr

06/02/2017		FundsTransfer	J49	51,565.85	0.00	51,565.85	Dr
02/08/2018	Interest income	Deposit	J206	17.19	0.00	51,583.04	Dr
02/08/2018		FundsTransfer	J207	0.00	5,017.19	46,565.85	Dr
02/21/2018	GIC interest	Deposit	J202	18.08	0.00	46,583.93	Dr
02/21/2018		FundsTransfer	J208	0.00	5,018.08	41,565.85	Dr
03/13/2018	Interest on GIC	deposit GIC	J225	19.45	0.00	41,585.30	Dr
03/13/2018		FundsTransfer	J226	0.00	5,019.45	36,565.85	Dr
				<u>51,620.57</u>	<u>15,054.72</u>		

**1300 Prepaid Expenses** 0.00 Dr

**1400 Accounts Receivable** 0.00 Dr

04/01/2017	DBM Telecom Solutions Inc.	2005227	J3	1,084.00	0.00	1,084.00	Dr
04/10/2017	DBM Telecom Solutions Inc.	169	J4	0.00	1,084.00	0.00	Dr
				<u>1,084.00</u>	<u>1,084.00</u>		

**1401 Accounts Receivable - written off** 0.00 Dr

**2400 Accounts Payable**

0.00 Cr

**3100 Retained Earnings**

71,674.01 Cr

**4100 Membership Fees**

0.00 Cr

04/10/2017	Membership cheques	Deposit	J6	0.00	12,625.00	12,625.00	Cr
04/18/2017	Membership Deposit	Deposit	J35	0.00	1,275.00	13,900.00	Cr
05/02/2017	Membership Deposit	Deposit	J37	0.00	4,800.00	18,700.00	Cr
05/16/2017	Membership deposit	deposit	J39	0.00	725.00	19,425.00	Cr
05/30/2017	Membership deposit	Deposit	J41	0.00	775.00	20,200.00	Cr
06/06/2017	Membership deposit	Deposit	J42	0.00	750.00	20,950.00	Cr
08/01/2017	member deposits	Deposit	J77	0.00	382.00	21,332.00	Cr
08/14/2017	Memberships	Deposit	J89	0.00	600.00	21,932.00	Cr
09/19/2017		Deposit	J110	0.00	264.00	22,196.00	Cr
11/20/2017		Deposit	J158	0.00	264.00	22,460.00	Cr
03/26/2018	membership for Jan-Mar 2018	Deposit - BDP	J224	0.00	44.00	22,504.00	Cr
				0.00	22,504.00		

**4110 Sponsorship**

0.00 Cr

04/01/2017	DBM Telecom Solutions Inc.	2005227	J3	0.00	1,084.00	1,084.00	Cr
05/02/2017	Business Sponsors	Deposit	J36	0.00	7,083.84	8,167.84	Cr
05/16/2017	Business Sponsor Deposit	Deposit	J38	0.00	8,000.00	16,167.84	Cr
05/30/2017	Business Sponsor deposit	Deposit	J40	0.00	17,000.00	33,167.84	Cr
06/06/2017	Business Sponsor deposit	Deposit	J43	0.00	8,000.00	41,167.84	Cr
06/26/2017	Kranq - business sponsor payment	Deposit	J75	0.00	3,000.00	44,167.84	Cr
08/01/2017	Business sponsors	Deposit	J76	0.00	13,747.00	57,914.84	Cr
08/14/2017	Business Sponsorship	Deposit	J90	0.00	2,000.00	59,914.84	Cr
09/19/2017		Deposit	J110	0.00	625.00	60,539.84	Cr
10/16/2017	Deposit - Xerox and Miles Davison	Deposit	J115	0.00	5,000.00	65,539.84	Cr
10/31/2017	Deposit - Business Partner - The New Network	Deposit-New Network	J136	0.00	500.00	66,039.84	Cr
12/14/2017	Results Matter - bronze business sponsorship 2017-2018	Dep-Results Matter	J167	0.00	325.00	66,364.84	Cr
12/14/2017	Price Waterhouse Cooper - bronze sponsorship	Dep-Price Waterhouse	J168	0.00	1,000.00	67,364.84	Cr
03/26/2018	BP remainder of year	Deposit-Van Houtte	J222	0.00	165.00	67,529.84	Cr

0.00 67,529.84

**4120 Salary Survey**

						0.00	Cr
08/14/2017	Salary Survey	Deposit	J88	0.00	300.00	300.00	Cr
09/19/2017		Deposit	J110	0.00	300.00	600.00	Cr
10/23/2017	Salary survey	Deposit	J116	0.00	12,000.00	12,600.00	Cr
				0.00	12,600.00		

**4130 Golf Tournament**

						0.00	Cr
09/19/2017		Deposit	J110	0.00	5,345.00	5,345.00	Cr

**4140 Ref. Manual Advertising**

0.00 Cr

**4150 Newsletter Advertising**

0.00 Cr

**4160 Guest Fees**

						0.00	Cr
11/25/2017		Trust safety guest f	J165	0.00	800.00	800.00	Cr

**4170 Interest**

						0.00	Cr
04/03/2017	Deposit Interest	Deposit	J44	0.00	0.02	0.02	Cr
05/01/2017	Deposit Interest	Deposit	J52	0.00	0.02	0.04	Cr
06/01/2017	Deposit Interest	Deposit	J78	0.00	0.03	0.07	Cr
06/02/2017	Interest on GIC	Deposit interest	J47	0.00	255.85	255.92	Cr
07/04/2017	Deposit Interest	Deposit	J85	0.00	0.05	255.97	Cr
08/01/2017	Deposit Interest	Deposit	J111	0.00	0.04	256.01	Cr
09/02/2017	Deposit Interest	Deposit	J129	0.00	0.04	256.05	Cr
10/02/2017	Deposit Interest	Deposit	J152	0.00	0.03	256.08	Cr
11/01/2017	Deposit Interest	Deposit	J175	0.00	0.03	256.11	Cr
12/01/2017	Deposit Interest	Deposit	J187	0.00	0.02	256.13	Cr
01/01/2018	Deposit Interest	Deposit	J198	0.00	0.01	256.14	Cr
02/01/2018	Deposit Interest	Deposit	J218	0.00	0.01	256.15	Cr
02/08/2018	Interest income	Deposit	J206	0.00	17.19	273.34	Cr
02/21/2018	GIC interest	Deposit	J202	0.00	18.08	291.42	Cr
03/01/2018	Deposit Interest	Deposit	J232	0.00	0.01	291.43	Cr



03/13/2018	Interest on GIC	deposit GIC	J225	0.00	19.45	310.88	Cr
				0.00	310.88		

**4180 Cancellation Fees**

							0.00	Cr
10/16/2017	Deposit - Xerox and Miles Davison	Deposit	J115	0.00	20.00	20.00	Cr	
01/12/2018	Non attendance fees for section meeting	Dep-Patti Sinclair	J200	0.00	20.00	40.00	Cr	
02/12/2018	Gayle Brady payment for non attendance at meeting	Deposit - Gayle Brad	J196	0.00	20.00	60.00	Cr	
02/12/2018	Howmack - non attendance fee for meeting	Deposit - Howmack LP	J197	0.00	20.00	80.00	Cr	
02/13/2018	Non-cancellation fee - Brady and Howmack	Deposit - noncancell	J217	0.00	40.00	120.00	Cr	
03/26/2018	cancellation fee	Deposit - Moe Hannah	J223	0.00	20.00	140.00	Cr	
				0.00	140.00			

**4190 Miscellaneous Income**

0.00 Cr

**4200 CALA\ELOMA Retreat**

0.00 Cr

**5050 Bank Charges/Interest**

							0.00	Dr
04/28/2017	RBC Royal Bank	Debit	J45	5.00	0.00	5.00	Dr	
05/31/2017	RBC Royal Bank	Debit	J53	6.50	0.00	11.50	Dr	
06/30/2017	RBC Royal Bank	Debit	J79	7.50	0.00	19.00	Dr	
07/31/2017	RBC Royal Bank	Debit	J83	3.00	0.00	22.00	Dr	
08/31/2017	RBC Royal Bank	Debit	J114	6.00	0.00	28.00	Dr	
09/30/2017	RBC Royal Bank	Debit	J130	5.00	0.00	33.00	Dr	
10/31/2017	RBC Royal Bank	Debit	J153	5.50	0.00	38.50	Dr	
11/30/2017	RBC Royal Bank	Debit	J176	10.50	0.00	49.00	Dr	
12/29/2017	RBC Royal Bank	Debit	J188	4.00	0.00	53.00	Dr	
01/31/2018	RBC Royal Bank	Debit	J199	4.50	0.00	57.50	Dr	
02/28/2018	RBC Royal Bank	Debit	J219	1.50	0.00	59.00	Dr	
03/29/2018	RBC Royal Bank	Debit	J233	3.50	0.00	62.50	Dr	
				62.50	0.00			

**5060 Bad Debt**

0.00 Dr

**5100 Educational Meetings**

0.00 Dr

11/15/2017	Holli McVean - Hilton Garden Inn education event	1766	J150	2,665.00	0.00	2,665.00	Dr
03/07/2018	Holli McVean-educational event	1793	J215	681.17	0.00	3,346.17	Dr
03/08/2018	Tracey Thomson - books	1794	J220	115.45	0.00	3,461.62	Dr
				<u>3,461.62</u>	0.00		

**5105 Annual General Meeting**

							0.00	Dr
04/07/2017	Murietta's Westcoast Grill - AGM deposit	1671	J12	2,887.50	0.00	2,887.50	Dr	
04/21/2017	Murietta's Westcoast Grill	1677	J18	1,147.53	0.00	4,035.03	Dr	
				<u>4,035.03</u>	0.00			

**5110 Office Expense**

							0.00	Dr
04/26/2017	McLennan Ross - courier charge	1679	J20	15.94	0.00	15.94	Dr	
05/30/2017	Karryn Mysyk - Sage 50 software update	1690	J31	278.25	0.00	294.19	Dr	
06/19/2017	Lexicon Management	1702	J59	55.23	0.00	349.42	Dr	
06/20/2017	Karryn Mysyk - SAGE update	1703	J60	206.80	0.00	556.22	Dr	
07/24/2017	Gowlings WLG	1711	J68	341.25	0.00	897.47	Dr	
09/06/2017	Gowlings WLG - annual return	1733	J103	341.25	0.00	1,238.72	Dr	
09/13/2017	Henderson - cheque printing fee	Debit	J131	139.07	0.00	1,377.79	Dr	
10/04/2017	Lexicon Management	1741	J121	10.82	0.00	1,388.61	Dr	
01/08/2018	Canada Post Corporation	1779	J174	241.50	0.00	1,630.11	Dr	
				<u>1,630.11</u>	0.00			

**5120 Fall Networking Event**

							0.00	Dr
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**5130 Travel - ALA**

							0.00	Dr
04/12/2017	Jerry-Lynn Fossenier - ALA conference	1673	J14	1,987.47	0.00	1,987.47	Dr	
04/12/2017	Laura McCambley - board dinner	1674	J15	173.19	0.00	2,160.66	Dr	
07/27/2017	Sharon Harris - Regional Conference	1716	J71	1,790.54	0.00	3,951.20	Dr	
08/29/2017	Jerry-Lynn Fossenier - Conf registration	1725	J95	670.11	0.00	4,621.31	Dr	
10/04/2017	Jerry-Lynn Fossenier - regional conference	1743	J123	607.31	0.00	5,228.62	Dr	
10/23/2017	Sharon Harris - ALA regional conference	1747	J127	1,851.27	0.00	7,079.89	Dr	
11/01/2017	Jerry-Lynn Fossenier - Nashville conf/KYM lunch/Gala	1755	J139	3,157.27	0.00	10,237.16	Dr	
01/08/2018	Sharon Harris - ALA national conference Maryland	1778	J173	2,272.77	0.00	12,509.93	Dr	
01/16/2018	Sharon Harris-National Conference exchange	1782	J182	30.39	0.00	12,540.32	Dr	
				<u>30.39</u>	0.00			

12,540.32 0.00

**5140 Managing Partners Luncheon**

0.00 Dr

01/15/2018	Holli McVean-Westin deposit Law Firm Leaders Lunch	1780	J180	1,500.00	0.00	1,500.00	Dr
02/21/2018	Westin Hotels & Resorts - leaders lunch	1789	J211	7,243.77	0.00	8,743.77	Dr
				<u>8,743.77</u>	<u>0.00</u>		

**5150 Golf Tournament**

0.00 Dr

08/14/2017	Winston Golf Club	1724	J94	2,000.00	0.00	2,000.00	Dr
09/05/2017	JoAnn Kolodychuk - Golf tournament expenses	1729	J99	645.14	0.00	2,645.14	Dr
09/05/2017	Winston Golf Club	1730	J100	10,264.99	0.00	12,910.13	Dr
09/05/2017	Diana Pahl - Golf tournament treats	1731	J101	249.81	0.00	13,159.94	Dr
				<u>13,159.94</u>	<u>0.00</u>		

**5160 Speaker Fees**

0.00 Dr

08/28/2017	Speakers Spotlight - Mark Bowden	1726	J96	5,000.00	0.00	5,000.00	Dr
11/09/2017	Altman Weil, Inc. - speaker law firm leaders lunch	1762	J146	3,810.00	0.00	8,810.00	Dr
02/08/2018	Altman Weil, Inc.	1786	J186	3,777.00	0.00	12,587.00	Dr
03/02/2018	Speakers' Spotlight-Mark Bowden educational event	1792	J214	5,500.00	0.00	18,087.00	Dr
				<u>18,087.00</u>	<u>0.00</u>		

**5170 Telephone Seminars**

0.00 Dr

**5180 Board Meetings**

0.00 Dr

04/11/2017	Warren Benson Amantea - board meeting dinner	1672	J13	126.75	0.00	126.75	Dr
05/02/2017	Lexicon Management Ltd - board lunch	1680	J21	166.32	0.00	293.07	Dr
06/10/2017	Michele Zizek - parking	1694	J50	24.00	0.00	317.07	Dr
06/10/2017	Karryn Mysyk	1695	J51	26.00	0.00	343.07	Dr
06/13/2017	Jennifer Carter-Squires	1696	J54	24.15	0.00	367.22	Dr
06/14/2017	Stand & Command	1697	J55	8,925.00	0.00	9,292.22	Dr
06/16/2017	Jerry-Lynn Fossenier	1700	J57	3,246.08	0.00	12,538.30	Dr
06/26/2017	Sharon Harris - parking	1706	J63	142.21	0.00	12,680.51	Dr
08/01/2017	Jennifer Carter-Squires - CLI	1718	J73	21.00	0.00	12,701.51	Dr
08/09/2017	Sharon Harris - board meeting dinner	1722	J92	178.24	0.00	12,879.75	Dr

08/09/2017	Lexicon Management - board meeting lunch	1723	J93	187.16	0.00	13,066.91	Dr
10/25/2017	Jennifer Carter-Squires - Parking	1749	J132	44.10	0.00	13,111.01	Dr
10/26/2017	Karryn Mysyk - Know you member lunch	1750	J133	302.34	0.00	13,413.35	Dr
10/27/2017	JennKifer Carter-Squires - Know your member lunch	1751	J134	444.58	0.00	13,857.93	Dr
10/31/2017	Michelle Zizek - Know your member lunch	1752	J135	555.10	0.00	14,413.03	Dr
11/01/2017	Jerry-Lynn Fossenier - Nashville conf/KYM lunch/Gala	1755	J139	686.58	0.00	15,099.61	Dr
11/06/2017	Holli McVean - KYM lunch	1756	J140	203.20	0.00	15,302.81	Dr
11/09/2017	S & E Services Ltd. Partnership - KYM Lunch	1758	J142	382.17	0.00	15,684.98	Dr
11/14/2017	Warren Benson Amantea - KYM lunch	1764	J148	489.17	0.00	16,174.15	Dr
11/17/2017	Sharon Harris - KYM lunch	1767	J151	416.14	0.00	16,590.29	Dr
11/30/2017	Robert McLaughlin - Know Your Member Lunch	1772	J163	449.02	0.00	17,039.31	Dr
12/14/2017	Jennifer Carter-Squires - board meeting parking	1775	J170	23.10	0.00	17,062.41	Dr
12/15/2017	Holli McVean - Charcut dinner	1776	J171	1,083.02	0.00	18,145.43	Dr
12/15/2017	Karryn Mysyk - LeGermain drinks	1777	J172	156.00	0.00	18,301.43	Dr
12/31/2017	Tami White - reverse staledated cheque	1618	J194	0.00	21.00	18,280.43	Dr
01/15/2018	Jerry-Lynn Fossenier - lunch business partner	1781	J181	144.96	0.00	18,425.39	Dr
01/16/2018	Eighth Avenue Trattoria - board meeting lunch	1783	J183	186.77	0.00	18,612.16	Dr
01/25/2018	Jerry-Lynn Fossenier-BP lunch	1785	J185	227.44	0.00	18,839.60	Dr
02/13/2018	Jennifer Carter-Squires-parking board meeting	1787	J209	21.00	0.00	18,860.60	Dr
02/14/2018	Sharon Harris - board supper	1788	J210	283.53	0.00	19,144.13	Dr
02/26/2018	Jerry-Lynn Fossenier-Know Your Member Lunch	1791	J213	146.21	0.00	19,290.34	Dr
03/24/2018	Holli McVean-board meeting dessert	1797	J228	9.98	0.00	19,300.32	Dr
03/24/2018	Carscallen LLP-board meeting lunch	1798	J229	175.80	0.00	19,476.12	Dr
				19,497.12	21.00		

**5185 Hosting/Committee Appreciation**

						0.00	Dr
04/21/2017	Jeanelle Crosser - Aronson gift card	1678	J19	526.92	0.00	526.92	Dr
09/05/2017	Karryn Mysyk - Sinclair gift certificate	1728	J98	103.87	0.00	630.79	Dr
11/09/2017	Lexicon Management - flowers/Gala	1760	J144	128.10	0.00	758.89	Dr
				758.89	0.00		

**5190 Salary Survey**

						0.00	Dr
05/11/2017	Cali Oppenheim - salary survey monkey	1684	J25	228.00	0.00	228.00	Dr
09/05/2017	Megan Quintin - salary survey	1732	J102	3,750.00	0.00	3,978.00	Dr

09/07/2017	PL Legal Services (Wilson Laycraft) - salary survey	1735	J105	90.09	0.00	4,068.09	Dr
10/23/2017	Silverberg & Associates - benefit survey	1746	J126	2,500.00	0.00	6,568.09	Dr
12/31/2017	Cali Margolis - staledated cheque	1557	J192	0.00	60.26	6,507.83	Dr
				6,568.09	60.26		

**5195 Subsection & Committee Luncheons**

							0.00	Dr
04/01/2017	McLennan Ross - nominating committee lunch	1670	J11	100.45	0.00	100.45	Dr	
06/05/2017	Bennett Jones LLP - HR subsection	1691	J32	481.74	0.00	582.19	Dr	
06/16/2017	Distinctive Catering	1701	J58	365.09	0.00	947.28	Dr	
06/26/2017	BDP Office Services LP	1705	J62	258.30	0.00	1,205.58	Dr	
07/04/2017	Jerry-Lynn Fossenier - GALA committee lunch	1708	J87	116.87	0.00	1,322.45	Dr	
09/21/2017	Sunterra Catering	1737	J117	251.84	0.00	1,574.29	Dr	
10/04/2017	Green Bean Catering	1739	J119	52.61	0.00	1,626.90	Dr	
10/04/2017	The Rock Cafe & Restaurant	1742	J122	588.00	0.00	2,214.90	Dr	
10/04/2017	Jerry-Lynn Fossenier - regional conference	1743	J123	240.67	0.00	2,455.57	Dr	
10/04/2017	Opa of Greece	1738	J155	197.30	0.00	2,652.87	Dr	
10/04/2017	Chef's Cafe Market	1740	J157	171.76	0.00	2,824.63	Dr	
10/20/2017	BDP Office Services LP - Facilities subsection	1744	J124	162.91	0.00	2,987.54	Dr	
11/01/2017	Jerry-Lynn Fossenier - Nashville conf/KYM lunch/Gala	1755	J139	62.88	0.00	3,050.42	Dr	
11/09/2017	Jennifer Carter-Squires - Gala	1757	J141	82.69	0.00	3,133.11	Dr	
11/21/2017	BDP Office Services LP - section lunch	1765	J149	266.69	0.00	3,399.80	Dr	
11/27/2017	Field Law - financial section	1769	J160	249.91	0.00	3,649.71	Dr	
11/27/2017	Field Law - financial subsection	1770	J161	323.40	0.00	3,973.11	Dr	
11/27/2017	Green Bean Catering-Trust Safety presentation	1771	J162	1,125.34	0.00	5,098.45	Dr	
12/05/2017	Field Law - Trust Safety presenter gift	1773	J164	89.60	0.00	5,188.05	Dr	
12/13/2017	McLennan Ross - HR Subsection	1774	J169	411.00	0.00	5,599.05	Dr	
01/25/2018	Fasken Martineau DuMoulin LLP-subsection lunch	1784	J184	290.41	0.00	5,889.46	Dr	
02/21/2018	Preetis Catering (J.Jubbal)-HR section meeting lunch	1790	J212	520.80	0.00	6,410.26	Dr	
03/31/2018	SalT - HR subsection lunch	1800	J235	420.00	0.00	6,830.26	Dr	
				6,830.26	0.00			

**5200 Travel - CLI**

							0.00	Dr
05/08/2017	Karryn Mysyk - CLI registration	1681	J22	702.96	0.00	702.96	Dr	
05/11/2017	Jerry-Lynn Fossenier - CLI reg & airfare	1685	J26	1,470.86	0.00	2,173.82	Dr	

05/11/2017	Andrea Boyle	1686	J27	768.04	0.00	2,941.86	Dr
05/11/2017	Sharon Harris - CLI registration & airfare	1687	J28	1,491.70	0.00	4,433.56	Dr
05/24/2017	Michelle Zizek - CLI registration and flight	1689	J30	1,668.44	0.00	6,102.00	Dr
06/13/2017	Jennifer Carter-Squires	1696	J54	1,571.08	0.00	7,673.08	Dr
06/26/2017	Holli McVean	1704	J61	1,372.97	0.00	9,046.05	Dr
06/26/2017	Karryn Mysyk - CLI	1707	J64	1,054.56	0.00	10,100.61	Dr
07/27/2017	Michelle Zizek - CLI	1713	J69	875.30	0.00	10,975.91	Dr
07/27/2017	Sharon Harris - CLI	1714	J70	1,377.29	0.00	12,353.20	Dr
07/27/2017	Karryn Mysyk - CLI	1717	J72	1,493.82	0.00	13,847.02	Dr
08/01/2017	Jennifer Carter-Squires - CLI	1718	J73	1,423.84	0.00	15,270.86	Dr
08/02/2017	Jerry-Lynn Fossenier	1719	J74	3,794.53	0.00	19,065.39	Dr
08/08/2017	Holli McVean	1721	J179	1,557.19	0.00	20,622.58	Dr
12/14/2017	Repayment of cancelled flight for CLI \$768.04 total	Andrea Boyle	J166	0.00	192.01	20,430.57	Dr
01/12/2018	Andrew Boyle - reimbursement for CLI payment	Dep-Boyle-CLI reimbu	J177	0.00	384.02	20,046.55	Dr
02/12/2018	Andrea Boyle repayment for CLI flight	Boyle - CLI reimburs	J195	0.00	192.01	19,854.54	Dr
02/13/2018	Andrea Boyle - reimburse airfare for CLI	Dep-Boyle-CLI reimbu	J216	0.00	192.01	19,662.53	Dr
				20,622.58	960.05		

**5202 VOID/Travel - National Conferences**

0.00 Dr

**5204 VOID/Travel - Regional Conferences**

0.00 Dr

**5210 Miscellaneous**

0.00 Dr

03/27/2018	Zandrhea de Guzman - board photo	1799	J230	150.00	0.00	150.00	Dr
04/01/2017	Jerry-Lynn Fossenier - ALA donations for silent auct	1669	J8	20.97	0.00	20.97	Dr
04/01/2017	Jerry-Lynn Fossenier - ALA donation for silent aucti	1666	J10	555.45	0.00	576.42	Dr
08/31/2017	Sharon Harris - Houston flood victim donation	1727	J97	500.00	0.00	1,076.42	Dr
09/07/2017	Sharon Harris - houston flood donation exchange	1734	J104	147.56	0.00	1,223.98	Dr
09/19/2017	Deposit		J110	0.00	610.00	613.98	Dr
				1,223.98	610.00		

**5220 Christmas Lunch**

0.00 Dr

08/08/2017	Quests End - DJ for Gala	1720	J80	455.00	0.00	455.00	Dr
10/31/2017	Quests End-DJ Gala	1753	J137	700.00	0.00	1,155.00	Dr
11/01/2017	Jerry-Lynn Fossenier - Nashville conf/KYM lunch/Gala	1755	J139	400.06	0.00	1,555.06	Dr
11/06/2017	Zandrhea Photography - Gala photo booth	1754	J138	1,000.00	0.00	2,555.06	Dr
11/09/2017	Jennifer Carter-Squires - Gala	1757	J141	983.17	0.00	3,538.23	Dr
11/09/2017	CBI Commercial Solutions - Gala invitations	1759	J143	388.50	0.00	3,926.73	Dr
11/09/2017	Lexicon Management - flowers/Gala	1760	J144	38.95	0.00	3,965.68	Dr
11/09/2017	Jerry-Lynn Fossenier - Gala	1761	J145	197.12	0.00	4,162.80	Dr
11/20/2017	Calgary Petroleum Club-Gala planning meeting	1768	J159	60.44	0.00	4,223.24	Dr
11/21/2017	Calgary Petroleum Club - Gala	1763	J147	12,002.30	0.00	16,225.54	Dr
				<u>16,225.54</u>	<u>0.00</u>		

**5222 Stampede Function**

							0.00	Dr
05/19/2017	Buzzard's Restaurant - stampede breakfast	1688	J29	315.00	0.00	315.00	Dr	
06/06/2017	Buzzards Restaurant & Bar Ltd. - Stampede breakfast	1692	J33	888.36	0.00	1,203.36	Dr	
07/12/2017	Jennifer Carter-Squires - Stampede breakfast	1709	J66	1,051.25	0.00	2,254.61	Dr	
				<u>2,254.61</u>	<u>0.00</u>			

**5225 Vendor's Fair**

							0.00	Dr
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**5226 Spring Fling**

							0.00	Dr
03/22/2018	Prestoman Inc - magician Spring Fling	1795	J221	315.00	0.00	315.00	Dr	
03/30/2018	Jennifer Carter-Squires - spring fling	1796	J227	7,497.06	0.00	7,812.06	Dr	
				<u>7,812.06</u>	<u>0.00</u>			

**5230 Newsletter Costs**

							0.00	Dr
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**5240 Reference Manual Costs**

							0.00	Dr
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**5250 Conference Scholarships**

							0.00	Dr
04/18/2017	Laura McCambley - ALA conference scholarship	1676	J17	600.00	0.00	600.00	Dr	
10/23/2017	Robert McLauchlin - Regional Conference	1745	J125	4,493.92	0.00	5,093.92	Dr	
10/23/2017	Cheryl Morgan - ALA conference scholarship	1748	J128	3,487.92	0.00	8,581.84	Dr	
				<u>8,581.84</u>	<u>0.00</u>			

**5255 U of C Bursary/Award**

0.00 Dr

**5260 Board Purchases**

0.00 Dr

**5270 Vendor Appreciation**

0.00 Dr

**5275 Promotional items**

0.00 Dr

**5280 Website Costs**

0.00 Dr

04/18/2017	Britelink Information Systems	1675	J16	105.00	0.00	105.00	Dr
05/08/2017	Britelink Information Systems	1682	J23	78.75	0.00	183.75	Dr
05/08/2017	Mathieson & Hewitt - Zizek McLaughlin photo	1683	J24	252.00	0.00	435.75	Dr
06/07/2017	Britelink Information Systems	1693	J34	78.75	0.00	514.50	Dr
06/14/2017	Mathieson & Hewitt	1698	J56	126.00	0.00	640.50	Dr
07/13/2017	Britelink Information Systems	1710	J67	78.75	0.00	719.25	Dr
09/08/2017	Britelink Information Systems	1736	J106	52.50	0.00	771.75	Dr
				<u>771.75</u>	<u>0.00</u>		

**5285 CALA\ELOMA Retreat**

0.00 Dr

**5290 Region 5 Expenses**

0.00 Dr

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