

MANITOBA SOCIETY OF OCCUPATIONAL THERAPISTS

PRESIDENT'S REPORT 2006/07

I would like to provide an update on the activities that the MSOT Executive has been involved with over the past year.

Major Activities:

- MSOT focused Public Relations (PR) activities on providing volunteers to targeted events such a Senior's Health Fair and this targeted approach has been well received by both MSOT volunteers and receiving agencies.
- MSOT has asked membership volunteers who have specific interests to represent the profession on initiative and community committees such as a recently formed "Falls Prevention Initiative Committee".
- Work continues on developing a PR strategy that encompasses a vision of Occupational Therapy in Manitoba. Work has begun with a new PR agency that can provide end-to-end PR service. Membership will be asked for their input at specific junctures within the process such as supporting the development of a strategic plan for MSOT. Thanks to Denyse Blanco who had volunteered her time to get the project up and running. Due to personal commitments Denyse has stepped down. The Executive has asked that Sharon Eadie project manage and be our liaison with the PR firm to farm out information requests to the MSOT PR Committee, Executive, or interested MSOT members.
- Thanks to the dedicated volunteer time of Andrea Bellamy and Julie Huish with support from Sharon Eadie, the website has steadily been updated with plans for an overhaul as part of the larger PR project in the future.
- Support has been given to the Private Practice Group to develop literature and other materials to outline the role of occupational therapy in the workplace and an ad hoc committee is at work on this project. Plans are in place to develop other practice specific resources as part of the revamped website and PR project.
- MSOT held the Annual New Grad & Award night in a new format of cocktails, mingling, and awards presentation. Marlene Stern was awarded the MSOT Outstanding Occupational Therapist Award and this type of reception was well received by those in attendance.
- Sharon Eadie and Barb Kosheluk were able to assemble executive orientation binders including CDs with important MSOT documents for the Executive. The Executive members continue to work on updating position descriptions and guidelines for work done within the committees to make things easier and provide continuity for future executives.

Committee Involvement:

- MSOT continues to represent the profession on various influential committees including the OT Leadership Group, School of Medical Rehabilitation's various committee levels, and the Rehabilitation Assistant Advisory Board.
- MSOT continues as a member of the Professional Alliance of Canada which allows the provincial bodies to meet two times per year and discuss ongoing and new issues of common interest. This year's meeting included an informative session on retaining and recruiting volunteers.
- MSOT is also a member of the Physical Activity Coalition of Manitoba – thanks to Kelly Erback for acting as out connection to this organization for the past few years.

Briefs, Position Statements:

- The Mental Health Role Position Paper continues to be developed by the OT Leadership Group. They are also developing papers on the role of OT in Acute Care and Long-term care.

- Preliminary discussion regarding impact of recent Workers Compensation changes and the role of occupational therapists has begun in conjunction with the Private Practice Group. This expanding role is expected to be a highlight of future PR development.

Coordinator of Membership Services: (Vacant) Thank you to Susan Nesbitt for taking on the position for part of this year.

Coordinator of Current Affairs/Professional Advocacy: (Vacant) It was difficult for me and/or the other Executive members to keep up to date or see opportunities in this area. That said, the Executive did provide a letter of response to the University of Manitoba on their search criteria for a new president. The Private Practice Group updated the Executive on Workers Compensation Board issues and Workplace Safety and Health amendments; they continue to monitor this situation.

Many thanks to the entire Executive for their dedication to the MSOT and our profession. Thanks also to all the other members who have volunteered over the year in any capacity it is appreciated. Sharon Eadie, Barb Kosheluk and Andrea Bellamy have been great supports for me this year - thank you. I look forward to continuing the work that this year's Executive has started.

Respectfully submitted,

Gina De Vos, O.T. Reg (MB)

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TREASURER'S REPORT 2006/07

I am pleased to report that the 2006-2007 fiscal year has unfolded as anticipated. Revenue exceeded expenses by \$1,889.00 for the fiscal year ending February 28, 2007. MSOT continues to have a surplus of \$45,308.00.

These surplus funds, a direct product of the CAOT Conference held in Winnipeg in 2003, have been allocated to support special projects and initiatives over the last few years. During the 2006-2007 fiscal year, MSOT allocated funds to the Public Relations Campaign; unfortunately, this project was not completed during the 2006-2007 fiscal year. This endeavor has been carried forward to 2007-2008.

During the 2006-2007 fiscal year, the MSOT provided funds for:

- A Student Night organized to provide OT students with an opportunity to network with clinicians.
- A free Awards Dinner to graduating students and award recipients.
- The Annual Golf Tournament.
- Sponsorship of 1 person to attend the CAOT Conference in Montreal.
- Sponsorship of the supper and teleconference links for 5 rural sites at the Annual General Meeting at the 2006 AGM.
- The Citation Award to the Multiple Sclerosis Society with a wine & cheese reception.
- The Occupational Therapy Memorial Bursary.
- Increasing exposure and awareness for the occupational therapy profession by funding:
 - OT Month student initiatives
 - OT displays at various career symposiums (e.g. Brandon & Rotary Career Symposiums).

The MSOT 2007-2008 budget was developed by:

- Considering the actual revenue and operating costs of the 2006-2007 fiscal year.
- Reviewing planned events and projects with anticipated costs.
- Reviewing anticipated membership enrollment and fees.
- Considering member priorities for funding and support of special initiatives.

I would like to thank the Executive Officer and the Administrative Assistant for their support and assistance over the past year. Thank you to all members of the Executive for their encouragement, guidance and patience in this new endeavor for me. Finally, thank you to all the therapists who continue to support the MSOT as it is through your support and generosity that MSOT can continue to grow and serve the profession.

Respectfully submitted,

Renee Delorme, OT Reg. (MB)

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**COORDINATOR OF MEMBER SERVICES
2006/07 ANNUAL REPORT**

This position was vacant at the time of writing.

Recruitment:

Present membership is as follows (as of May 31, 2007): 325

| | |
|-------------------------|------------|
| Active Members | 313 |
| Out of Province Members | 9 |
| Life Members | <u>3</u> |
| Total | 325 |

In the 2006/07 registration year, 62% of COTM members joined MSOT, unchanged from last year.

Welcome all new members and thank you to those who continue their support through renewal.

The sale of mailing labels, the maintenance of the MSOT Employment List and the Private Practice Directory continue to run through the MSOT office.

Respectfully submitted,

Gina De Vos, O.T. Reg. (MB)

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**COORDINATOR OF CURRENT AFFAIRS / PROFESSIONAL ADVOCACY
2006/07 ANNUAL REPORT**

This position was vacant at the time of writing. Please see the President's Report.

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COORDINATOR OF SPECIAL EVENTS 2006/07 ANNUAL REPORT

Our year began with the organizing of a Students' Night held at Triple B's in conjunction with the Nominating and Awards Committee in April. This event was intended to act both as an opportunity to introduce OT students to MSOT and also to assist with fundraising efforts for the Awards Dinner in May. It was a fun night of pool, socializing, silent auction and food, but turn out from both the OT community and students was down from last year (approximately 65 attended). Although, a fun night for those that attended, it did not raise significant funds for the Awards reception in May.

The 3rd Annual New Grads and Awards Reception was held in May at The Winnipeg Art Gallery in collaboration with the Nominating and Awards Committee. This was a very successful evening with a good turn out of students and clinicians.

The Golf Tournament was held in September at River Oaks Golf Course and was important in raising sponsorship dollars used for the running of year-long MSOT events. We thank everyone who attended and to those that sponsored.

The CAOT Citation Award is being planned for September 15th, 2007 where we will honour the Schizophrenia Society. The award will be presented to the Society at their fundraising walk September 15, 2007.

The AGM has been planned and will be held at the Basic Medical Sciences Building as it was last year. There will be a Tele-health link to allow our rural colleagues an opportunity to participate actively in the meeting.

This marks the end of our term as Special Event Coordinators. It has been full of learning, challenges and many great events. Thank you to the membership for all of your support. We wish all the best and all the creativity to our successors next year.

Respectfully submitted,

Cameella Harrysingh, O.T. Reg. (MB)
Erin Dojack, O.T. Reg. (MB)

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PUBLIC RELATIONS COMMITTEE 2006/07 ANNUAL REPORT

During the fall of 2006, Jennifer Nychek and Amy Collins accepted the role of Public Relations (PR) Co-Chairs from the previous Co-Chairs, Denyse Blanco and Danielle Harling. It was a busy year planning and coordinating volunteers to participate in events and spending time trimming down the boxes of resource material accumulated over the years. In adhering to the mandate of promoting and educating the public about the profession of occupational therapy the following opportunities were fulfilled:

School of Medical Rehabilitation (SMR) Open House: MSOT participated in the SMR Open House. Occupational Therapy display board and a display of information about MSOT were set up. MSOT volunteers spent the afternoon talking about the role of MSOT, answering questions

about occupational therapy to prospective students and providing handouts to increase public awareness about the profession of occupational therapy.

University of Manitoba OT speaker: MSOT coordinated an occupational therapist speaker to attend a University of Manitoba course entitled "Health and Health Professions" where the volunteer, along with other health-care professionals, presented information on their professions. Information was provided to the students, as well as the other health professions speakers, who were surprised to hear about the occupational therapists' role within the mental health sector.

Live Smart Canadian Diabetes Association Expo: MSOT participated in this event which was held at the Convention Centre on May 5, 2007. An "Ask the OT Booth" was set up at this event for health-care practitioners and the general public to access any questions they had about occupational therapy. Some adaptive equipment was displayed and handouts were provided to those who were interested.

Muscular Dystrophy Canada Event: MSOT coordinated a volunteer occupational therapist to assist with an eight-week cooking workshop. This workshop was geared toward youth with various physical disabilities who may have had difficulty navigating a kitchen and may have or require adaptive aids to assist such as modified utensils.

OT Month 2005: The PR Committee encouraged the celebration and promotion of our great profession through Public Service Announcements to all Manitoba radio stations and Winnipeg TV stations. A booth was set up at the West End Seniors Centre coordinated by Age and Opportunity on October 5th. Volunteers shared information about occupational therapy and Falls Prevention with several seniors in attendance. A booth was set up at a Health Fair at the Gwen Sector Creative Living Centre on October 18th to promote occupational therapists' roles with the many seniors that attended.

Marketing Ad Hoc Committee: Plans moved forward with the \$15,000 marketing campaign. Denyse Blanco accepted the role as the project leader for the PR project and dedicated time to assist with developing and communicating with marketing consultants. Andrea Bellamy accepted the lead role of developing and creating the MSOT Website. Volunteers were requested from the membership to assist with the projects to provide a diverse perspective of practice areas, however very little response was received. Gina De Vos and Sharon Eadie had a significant role in coordinating meetings and facilitating communication with the Executive and membership. In the spring of 2007, a small working group met with a representative from Change Makers, a marketing communication firm, to discuss brand and website development and strategic planning strategies. After some exploration completed by Denyse Blanco occurred, the MSOT Executive passed the motion to work with Change Makers to start development of the PR and Website projects to raise the profile of occupational therapy in Manitoba.

Recently, Denyse Blanco has regrettably had to resign as the PR project leader. However, Sharon Eadie has graciously agreed to become the coordinator of the marketing campaign. Sharon Eadie, Gina De Vos and the PR Co-Chairs plan to create a more specific outline of tasks for the marketing campaign to appeal to the membership to become more involved by volunteering.

We would like to thank all the volunteers who dedicated time to promote occupational therapy throughout the year. Public awareness is crucial to the continued growth of occupational therapy as a profession. There is strength in numbers therefore your continued support by volunteering is vital and greatly appreciated. If anyone knows of an opportunity for promotion of the profession of occupational therapy or is interested in volunteering for the projects, please contact the MSOT office.

Respectfully Submitted,

Jennifer Nychek, O.T. Reg. (MB)
Amy Collins, O.T. Reg. (MB)

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**PROFESSIONAL DEVELOPMENT COMMITTEE
2006/07 ANNUAL REPORT**

This has been a challenging year for the two of us as this is not only our first year as MSOT Co-chairs, but we took on a role that was vacant. We are both eager and nervous!

We began this year by setting out goals and one of our goals was providing continuing education to the members. We resolved that the first step to meeting this goal was to determine the needs/wants of the MSOT members regarding continuing education and hence we have developed a questionnaire which will be sent out to MSOT members. This will hopefully clarify the areas/topics of continuing education to be covered and which mode of delivery would best suit the membership.

As we are both "green" to Professional Development and have no real experience organizing conferences, etc., we have linked up with the Cognition Workshop Group and hope to assist (but more likely observe and learn) with putting on a conference in the upcoming months.

If you have any questions, please feel free to contact either of us.

Respectfully submitted,

Shirley Ramos, O.T. Reg. (MB)
Sandy Lopes, O.T. Reg. (MB)

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**MANITOBA SOCIETY OF OCCUPATIONAL THERAPISTS
RESEARCH FUND (MSOTRF)
2006/07 ANNUAL REPORT**

The highlight of this year was the opportunity to present the first research Presentation Award to Melissa Nance to support her attendance at the 2007 CAOT Conference in St. John's, NL. Melissa received \$500 from MSOTRF and was recognized at the MSOT Awards night. She, and her co-authors, Angie Phenix and Gayle Restall successfully presented their poster "Youth perspectives on providing satisfaction feedback to a mental health program". The next deadline for applications is Monday, January 14, 2008.

Unfortunately, we did not have any applicants for the \$1,000 Mary Judd Research Grant in 2006. We encourage submissions for the 2007 application by the November 5, 2007 deadline. Application forms are available on the website or from the MSOT office.

MSOTRF was pleased to present the Student Research Award of \$100 to Alison Bahniuk for receiving the highest grade in Research Methods for Evidence Based Practice.

At the AGM this year, we will provide an updated financial report of MSOTRF's investments with the Canadian Occupational Therapy Foundation.

Several members and non-members have generously donated to the MSOTRF fund again through their membership renewal package this year. Donors will be listed in a recent edition of the MSOT Update. Thank you to each of you, your money is being put to good use by our award recipients.

If you have any questions about your eligibility to submit an application for the awards offered by MSOTRF, please contact me through the MSOT office.

Respectfully submitted:

Jacque Ripat, O.T. Reg. (MB)

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MSOT COMMUNICATIONS COMMITTEE 2006/07 ANNUAL REPORT

MSOT Update Report

The *MSOT Update* continued publishing six times per year. Regular columns such as the President's Message, updates from the Public Relations Committee, Tiffany's Internet Café and the classified section appeared alongside various contributions from the School of Medical Rehabilitation and MSOT members discussing current issues, events and opportunities relevant to the occupational therapy community.

The *Update* is circulated in both paper (via mail) and PDF (via email) format. Current circulation numbers indicate that 171 members receive the newsletter via e-mail and 135 members receive the newsletter via regular mail. Email subscriber numbers have increased by 13% in the past year. Information regarding preferred circulation format is included in the MSOT registration/renewal packages. The Committee anticipates that as more of our membership requests PDF copies via email the resulting decreased printing costs may offset the cost of future website development.

This year, the issue of privacy concerns regarding personal contact information being used in articles published in the newsletter or on the website was raised during an MSOT Executive meeting. The Committee reviewed the issue in conjunction with the MSOT Privacy Code. The contact information provided in *Update* articles is up to the contributor's discretion, and MSOT volunteer contributors may use the MSOT street or email address and phone number as appropriate in place of personal contact information.

The Newsletter Committee reviewed the newsletter published by the Saskatchewan Society of Occupational Therapists, *NEWSSOT*, with the purpose of identifying ideas and areas for improvement for future newsletter development.

Respectfully submitted,

Melissa Nance O.T. Reg. (MB)
Talia Prostick O.T. Reg. (MB)

Website Committee Report

Over the past year, the Website Committee has been collaborating with other MSOT committees for the priority of implementing the overall marketing campaign. The first goal has been to update the existing website to reflect current information, as well as to reduce the amount of time sensitive material which quickly goes out of date. A large portion of this goal has been completed, thanks to Julie Huish who has volunteered her talents to this task, working with the MSOT office staff.

The second goal has been to develop outlines of what the new website should look like. The hope is to provide information for various target audiences, including practising OTs, prospective

OTs and consumers. The marketing group web designers will focus on the appearance of the website, while the Website Committee will focus on the preferred content of the different web pages. We are using other provincial websites as examples of what we like and don't like and hope to have an overall product that is user friendly, informative and can work for the organization for a long time. We also hope to implement a consistent plan for how to keep information updated as much as possible, in a timely way, to avoid what has happened in previous years. The final goal is for the new website to be launched with the rest of the marketing campaign.

Respectfully submitted,

Andrea Bellamy O.T. Reg. (MB)

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NOMINATING AND AWARDS COMMITTEE 2006/07 ANNUAL REPORT

Awards:

At the October 2006 convocation, the MSOT Prize was awarded to Talia Prosick for receiving the second highest standing in the first year of the MOT Program. Congratulations are extended to Talia. In December 2006, Allison Bahniuk received the MSOT Student Research Award. Congratulations, Allison!

In conjunction with the Special Events Committee, we hosted the 3rd Annual MSOT Awards and New Grads Reception on May 24, 2007 at the Winnipeg Art Gallery. This event recognized all new grads and award recipients for 2006/2007, was very well received and tickets were sold out. The MSOT Award for Professional Excellence in Fieldwork was awarded to Alissa Miki. The following members received the 25-Year Member Acknowledgment: Ellen Karr, Leslie Kirby and Maria Ruby Manalang

The MSOT Outstanding Occupational Therapist Award was presented to Marlene Stern who was the successful candidate from the nominations received for this year's award. The remaining nominations will be considered again in the following years. Additional awards presented at the 3rd Annual MSOT New Grads and Awards Reception included:

Educator Roster of Honour
MSOTRF Presentation Award - Melissa Nance
(MSOTRF Mary Judd Research Grant - no nominations received)

Congratulations to all recipients.

In preparation for this year's reception, we undertook various fundraising events in efforts to maintain the event being fully subsidized for MOT 2 students. We raised approximately \$400 by selling Show and Save coupon books/cards and, in conjunction with the Special Events Committee, hosted a Student's Night Mixer at Triple B's Billiards and Lounge.

Nominations:

In 2006/2007 we welcomed the following people to the MSOT Executive:

| | |
|-----------|---------------|
| President | Gina De Vos |
| Treasurer | Renée Delorme |
| Secretary | Ann Patton |

Coordinator Member Services
MSOT Update Editor
Nominations and Awards
Professional Development
Public Relations
Website
Student Representative (MOT2)
Student Representative (MOT1)

Susan Nesbit
Melissa Nance/Talia Prosick
Kyla Brignall/Sara-Jane Milne
Shirley Ramos/Sandy Lopes
Jennifer Nychek/Amy Collins
Andrea Bellamy
Aimee Paradis
Char Bourdon

We are currently recruiting for the following positions for the upcoming year: Coordinator of Member Services, MSOTRF Chair, Coordinator of Current Affairs/Professional Advocacy, Coordinator of Special Events and various committee members to assist the chairs with committee responsibilities. Special Events co-chairs and the Nominating and Awards Co-chairs will be reviewing and revising, as needed their respective Terms of Reference in the upcoming year to better reflect the manner in which they coordinate shared efforts.

Respectfully submitted,

Kyla Brignall, OT Reg. (MB)
Sara-Jane Milne, OT Reg. (MB)

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CANADIAN ASSOCIATION OF OCCUPATIONAL THERAPISTS 2006/07 ANNUAL REPORT

- On September 11, 2006 a CAOT membership forum was held in Winnipeg with Claudia Von Zweck presenting on “The Occupational Therapy Workforce in Canada” and “The Role of CAOT in Health Human Resources Planning”.
- As The Manitoba representative, I was honoured to award the CAOT Student Award to Christine Clement at the awards ceremony on October 19, 2006. This award is given to the OT student who attained the highest cumulative GPA in the M.O.T program.
- The MSOT/CAOT Citation Award will be presented to the Manitoba Schizophrenia Society on September 15, 2007 at their, “Walk of Hope” at Assiniboine Park.
- As the Manitoba Board Member, I continue to attend MSOT meetings, SMR annual meetings and the Winnipeg Technical College Advisory meetings. I have also provided orientation regarding CAOT to both years of MOT students.
- As a CAOT board member I continue to be the Coordinator of Board Function for the CAOT Board and a member of the CAOT Awards Committee.
- On behalf of CAOT I attended a think tank in May on *Visitability: Moving toward Liveable, Sustainable Housing and Communities in Canada* hosted by the Canadian Centre on Disability Studies. An article was written for the MSOT newsletter providing members with information.
- Along with the MSOT Executive, I have completed a role description of the CAOT Board member’s role on the Executive of MSOT.
- The 2008 Conference is in Whitehorse, Yukon. The deadline for submission of abstracts for this conference was August 1, 2007.

- Over the past year, the Board met once in person (Nov 2006 in Regina) and once by teleconference (March 2007). We also met again in July after the CAOT Conference in St John's Newfoundland.

Highlights of our board meetings include:

- At the Regina Board meeting in November 2006, representatives of CAOT and SSOT (Saskatchewan Society of Occupational Therapists) met with officials from the University of Saskatchewan and the provincial government in Regina to promote access to OT services in Saskatchewan. Following the meetings, both university and government officials said they were committed to working collaboratively with CAOT and SSOT to address access issues to benefit the Saskatchewan population. This was well covered in the Regina Leader Post newspaper.
- Approval to work with the physiotherapy profession to develop accreditation guidelines for OT support personnel education.
- A number of policy changes were approved to help implement the strategic plan of CJOT. In addition, funding was provided for a one time increase of the number of pages for the 2007 volume year to respond to member concerns regarding the wait time for publication in CJOT and funding was also approved for a Special issue of the CJOT international Classification of Functioning, Disability and Health.
- CAOT is striking a sub committee to review CAOT By-Laws.
- Revised Position Statements were approved on Health and Literacy and Primary Health Care. A joint position statement on diversity developed by ACOTRO, ACOTRUP, CAOT, COTF and PAC was endorsed by the CAOT Board of Directors and will be posted on the CAOT website.
- Due to a significant excess surplus in funds because of high conference attendance and externally funded grants, the following new initiatives were approved:
 - 1) One-time funding for Certification Examination Item Generation Board for train the trainer sessions for leading item generation workshops.
 - 2) One time donation to WFOT.
 - 3) Funding to host an inter-professional meeting on the topic of Collaboration Client-Centered Care in Feeding, Eating and Swallowing as well as Professional Issue Forums at Conference 2008 on Access to OT Services and Driving and OT: Changing Practice.
 - 4) The Canadian Framework for Ethical OT Practice education session and the Support Personnel Competency Framework.
 - 5) Also excess surplus funds were allocated to balance a projected operating deficit to minimize a need for a membership fee increase.
 - 6) Funding for an academic credentialing council policy meeting (Face to Face).
 - 7) Resources for the development of an online mentoring resource.
- Due to the sound financial position of CAOT, a motion was made at the AGM in July that the 2007-08 membership fees remain the same.

My second year as Manitoba Board Member for CAOT has been another busy and sometimes overwhelming experience. Please feel free to call me with any concerns or questions.

Respectfully submitted,

Kim Baessler, O.T. Reg. (MB)

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REVIEW ENGAGEMENT REPORT

To the Directors of **Manitoba Society of Occupational Therapists**


We have reviewed the balance sheet of Manitoba Society of Occupational Therapists as at February 28, 2007 and the statements of operations and surplus and cash flow for the year then ended. Our review was made in accordance with Canadian generally accepted standards for review engagements and accordingly consisted primarily of enquiry, analytical procedures and discussion related to information supplied to us by the Society, except as explained below.

A review does not constitute an audit and consequently we do not express an audit opinion on these financial statements.

In common with many non-profit organizations, the Society derives revenue from sponsorships, memberships and other miscellaneous sources, the completeness of which is not susceptible of satisfactory review. Accordingly, our verification of these revenues was limited to the amounts recorded in the records of the Society and we were not able to determine whether any adjustments might be necessary to revenue, net income, current assets and surplus.

Except for the effect of adjustments, if any, which we might have determined to be necessary had we been able to satisfy ourselves concerning the completeness of revenue referred to in the previous paragraph, nothing has come to our attention that causes us to believe that these financial statements are not, in all material respects, in accordance with Canadian generally accepted accounting principles.

Winnipeg, Manitoba
June 28, 2007


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Balance Sheet

February 28, 2007

(Unaudited)

| | 2007 | 2006 |
|--|-------------------------|-------------------------|
| ASSETS | | |
| CURRENT | | |
| Cash in bank | \$ 55,406 | \$ 51,651 |
| Prepaid expenses | 698 | 698 |
| | <u>56,104</u> | <u>52,349</u> |
| FIXED ASSETS (Note 3) | <u>100</u> | <u>150</u> |
| | <u>\$ 56,204</u> | <u>\$ 52,499</u> |
| LIABILITIES AND SURPLUS | | |
| CURRENT | | |
| Accounts payable and accrued liabilities | \$ 5,018 | \$ 4,387 |
| Deferred memberships | 5,878 | 4,693 |
| | <u>10,896</u> | <u>9,080</u> |
| SURPLUS | <u>45,308</u> | <u>43,419</u> |
| | <u>\$ 56,204</u> | <u>\$ 52,499</u> |

ON BEHALF OF THE BOARD

Renée Delorme Director

Director

See Accompanying Notes

Statement of Operations and Surplus**Year Ended February 28, 2007***(Unaudited)*

| | 2007 | 2006 |
|--|------------------|------------------|
| REVENUE | | |
| Interest | \$ 1,091 | \$ 1,086 |
| Memberships | 22,325 | 17,158 |
| Newsletter | 561 | 320 |
| Sponsorship | 7,715 | 7,964 |
| | <u>31,692</u> | <u>26,528</u> |
| EXPENSES | | |
| Amortization | 50 | 350 |
| Annual general meeting | 2,115 | 1,361 |
| Awards | 1,277 | 1,366 |
| Executive officer expenses | 5,962 | 3,206 |
| Insurance | 801 | 797 |
| Interest and bank charges | 355 | 70 |
| Member services | 712 | 1,903 |
| Newsletter | 3,749 | 5,146 |
| Office | - | 337 |
| Organizational costs | 4,368 | 4,977 |
| Professional development | 554 | 3,280 |
| Professional fees | 1,057 | 960 |
| Publicity | 8,083 | 5,974 |
| Rent | 720 | 660 |
| | <u>29,803</u> | <u>30,387</u> |
| INCOME (LOSS) FROM OPERATIONS | 1,889 | (3,859) |
| OTHER EXPENSES | | |
| Canadian Occupational Therapy Foundation | - | 10,020 |
| NET INCOME (LOSS) | 1,889 | (13,879) |
| SURPLUS - BEGINNING OF YEAR | 43,419 | 57,298 |
| SURPLUS - END OF YEAR | \$ 45,308 | \$ 43,419 |

See Accompanying Notes

Statement of Cash Flows

Year Ended February 28, 2007

(Unaudited)

| | 2007 | 2006 |
|---|------------------|------------------|
| OPERATING ACTIVITIES | | |
| Net income (loss) | \$ 1,889 | \$ (13,879) |
| Item not affecting cash: | | |
| Amortization | 50 | 350 |
| | <u>1,939</u> | <u>(13,529)</u> |
| Changes in non-cash working capital: | | |
| Accounts payable and accrued liabilities | 631 | 1,168 |
| Deferred memberships | 1,185 | 1,613 |
| Prepaid expenses | - | (4) |
| | <u>1,816</u> | <u>2,777</u> |
| Cash flow from (used by) operating activities | <u>3,755</u> | <u>(10,752)</u> |
| INCREASE (DECREASE) IN CASH FLOW | 3,755 | (10,752) |
| Cash - beginning of year | <u>51,651</u> | <u>62,403</u> |
| CASH - END OF YEAR | \$ 55,406 | \$ 51,651 |

See Accompanying Notes

MANITOBA SOCIETY OF OCCUPATIONAL THERAPISTS

Notes to Financial Statements

Year Ended February 28, 2007

(Unaudited)

1. NATURE OF ORGANIZATION

The Society was incorporated under the laws of the Province of Manitoba on November 13, 1964 as a non-profit corporation. The Society is exempt from income taxes pursuant to paragraph 149(1)(l) of the Income Tax Act. Its primary purpose is to promote the profession of occupational therapy and represent the interest of its members to governments, educational institutions, other professions, business, and the public.

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The financial statements have been prepared in accordance with Canadian generally accepted accounting principles and include the following significant accounting policies:

Fixed assets

Fixed assets are stated at cost less accumulated amortization. Normal repairs and maintenance are expensed as incurred. Fixed assets are amortized over their estimated useful lives at the following rates and methods:

| | | |
|-------------------------|---------|----------------------|
| Computer and software | 5 years | straight-line method |
| Furniture and equipment | 5 years | straight-line method |
| Display system | 5 years | straight-line method |

Contributed services

No amount has been reflected in the financial statements for contributed services since no objective basis is available to measure the value of such services. Nevertheless, a number of volunteers have contributed significant amounts of their time in the Society's activities.

Revenue

The Society derives substantially all of its revenue from the sale of memberships. Membership fees are recognized as revenue over the period that memberships apply to.

Financial instruments

The Society's financial instruments consist of cash and accounts payable and accrued liabilities. Unless otherwise noted, it is the opinion of the Directors that the Society is not exposed to significant interest, currency or credit risks arising from these financial instruments. The fair values of these financial instruments approximate their carrying values, unless otherwise noted.

Measurement uncertainty

The preparation of financial statements in conformity with Canadian generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities, the disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenue and expenses during the period. Such estimates include providing for amortization of fixed assets. Actual results could differ from these estimates.

Notes to Financial Statements

Year Ended February 28, 2007

(Unaudited)

3. FIXED ASSETS

| | Cost | Accumulated amortization | 2007 Net book value |
|-------------------------|-----------------|-----------------------------|---------------------------|
| Computer equipment | \$ 5,074 | \$ 5,074 | \$ - |
| Furniture and equipment | 250 | 150 | 100 |
| Display system | 4,403 | 4,403 | - |
| | <u>\$ 9,727</u> | <u>\$ 9,627</u> | <u>\$ 100</u> |

| | Cost | Accumulated amortization | 2006 Net book value |
|-------------------------|-----------------|-----------------------------|---------------------------|
| Computer equipment | \$ 5,074 | \$ 5,074 | \$ - |
| Furniture and equipment | 250 | 100 | 150 |
| Display system | 4,403 | 4,403 | - |
| | <u>\$ 9,727</u> | <u>\$ 9,577</u> | <u>\$ 150</u> |