



CIPS Saskatchewan

Annual Report 2019 – 2020

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CIPS SASKATCHEWAN: THE ASSOCIATION OF SASKATCHEWAN'S IT PROFESSIONALS

CIPS Saskatchewan is the only legislated association for IT professionals in the province. Since 1958, CIPS has helped strengthen the Canadian IT industry by establishing standards and sharing best practices for the benefit of individual IT professionals and the sector as a whole. Together, Canada's provincial societies represent thousands of members across the country.

CIPS provides and coordinates vital services and programs for its members, including:

- networking opportunities
- professional IT designation certification programs (I.S.P. and ITCP)
- accreditation for IT post-secondary programs
- a niche IT job board
- a voice to government
- representation of Canadian IT professionals on the international forum
- facilitation of on-going professional development
- safeguarding of the public interest

CIPS CODE OF ETHICS AND PROFESSIONAL CONDUCT

As demand for professional IT services continues to grow around the world, IT practitioners need to command the confidence and respect of the public. Therefore, IT professionals must establish and maintain a reputation for both integrity and competence.

The CIPS Code of Ethics and Professional Conduct was developed to establish ethical and enforceable standards. The Code shows that CIPS has taken steps to ensure professionalism and integrity to protect the public interest.

You can learn more about the CIPS Code of Ethics and Professional Conduct at sk.cips.ca.

<http://www.cips.ca/?q=system/files/coe-frame.pdf>

MEET THE BOARD OF DIRECTORS

Trevor McDonald, I.S.P., ITCP Past President

Trevor joined the CIPS Saskatchewan Board of Directors in 2015. Trevor began his career in IT after graduating from the University of Regina with a Computer Science degree in 1996. Trevor is a Senior IT Leader with extensive experience leading application development, IT infrastructure, and data centre teams. Currently SaskTel's Director of IT Operations, Trevor has accountability for data centre, managed and cloud business services support. In addition to serving as Treasurer for CIPS Saskatchewan, Trevor is a volunteer member of the Saskatchewan Polytechnic Business Information Systems Program Advisory Committee. Trevor has held an I.S.P since 2005.

John Stevenson, I.S.P., ITCP President Chair, Professional Development Committee

John's IT career started approximately 30 years ago, and he has been a member of CIPS for the majority of that time. He has worked with many great teams to deliver products and services in both the private and public sectors, and has been noted as bringing a strategic, results-oriented, team-based and innovative focus to the positions he has held and the teams he has lead. John has over 20 years of senior leadership experience (including Chief Technology Officer for the ministries of Justice and Corrections & Public Safety, and Manager of IT Operations for a Crown Corporation). His key areas of responsibility have included: working with executive and senior management to make sure their business vision, objectives and challenges are understood by the IT organization; the provision of leadership and technical advice to executive and senior management, He looks forward to contributing to the CIPS Board and to working to strengthen the IT profession and IT industry in Saskatchewan. John has a Bachelor of Science degree in Computer Science, an I.S.P./ ITCP designation, a PMP designation, is certified in change management, and believes in giving back to his community.

Shaun Herron, I.S.P. ITCP Treasurer

Shaun joined the CIPS Saskatchewan Board of Directors in 2014 and has been a member of CIPS since 2005. Shaun has been working in the IT field for over 25 years all with the same company, ESTI Consulting Services. Shaun has performed a number of roles as a Consultant including System Management, System Architecture, System Analysis, and Project Management. Along with being an I.S.P, ITCP, Shaun is a Professional Project Manager (PMP), a Certified Computing Professional (CCP), an Enterprise Architect (TOGAF), ITIL certified, and PROSCI Certified in Change Management. In his time at ESTI, Shaun has seen the company grow from one employee and a Saskatchewan focus to over 40 employees and a national focus. Shaun has performed consulting engagements in all four Western Canadian provinces. Shaun enjoys working the CIPS Board and looks forward to strengthening CIPS Saskatchewan in the coming years.

**Bev Gooding, I.S.P.,(ret.)
Registrar**

In the early 70s, Bev started her IT career at a mining company in Thompson, Manitoba where she worked in the field for 10 years. In 1982, she moved to Regina and accepted a position with SGI where she worked for 32 years in various IT roles on many different systems which included auto, finance, reinsurance, claims, commercial lines, personal lines, and smaller supporting systems throughout the corporation; Bev retired in July 2014.

She started volunteering for CIPS Regina in 1991 when a prominent member convinced her that she could benefit her career in this unique organization. She served as a co-Program Director, finding speakers, venues and managing the details for monthly presentations. Bev also served as Vice-President, President, Chair of Spring Seminars and Regional Director for CIPS Regina, and also represented CIPS Regina at the national level in several roles. Bev was active on the committee to amalgamate CIPS Saskatoon and CIPS Regina into CIPS Saskatchewan. She was also on the committee to legislate the I.S.P. designation for the province as well. After CIPS Saskatchewan was established, Bev became the Registrar.

Bev reports that working for CIPS in different capacities provided opportunities to develop and enhance skills that helped her personally and in her professional position. She learned and was able to employ skills such as project management, working with volunteer staff, interviewing for appropriate presenters, assisting and directing others in their roles, learning nuances of dealing with government, and interacting with other CIPS sections and CIPS National.

**Thomas Richard Miles Boxall, I.S.P., ITCP
Vice President
Chair, Discipline Committee**

All IT professionals are expected to follow the CIPS Code of Ethics and Professionalism, Thomas Boxall has made it a core element of his IT career. As a veteran of the Canadian Armed Forces, Thomas has always had a strong, team-focused work ethic, but when he joined CIPS in 2006, he added the IT Professionalism to this. This has allowed Thomas to be successful both with his projects and with the interactions he has had with his clients. Thomas strongly believes in giving back to the community and is involved in various IT related initiatives including Program Advisory Committees for Saskatchewan Polytechnic, Agile Regina, and formally the Regina Technology Community. Thomas currently works for SaskTel as a Business Metrics Analyst.

John Winter, I.S.P.
Secretary
Director

John started his career in IT in 1991. He completed the Computer Information's Systems Program at SIAST Palliser Campus in 1995. John has added a SANS GSEC (GIAC) and ISP to his professional designations.

He has worked for and with both Federal and Provincial government, Starting with Energy Mines & Resources (Application Specialist) and Search and Rescue Headquarters (System Administrator) in Ottawa and including many Provincial departments through TMC (Now Fujitsu), Highways, Municipal Government, SPMC and Casino Regina to name a few. Currently, John has been at SaskTel for over 19 years, most of it in IS Security as a Technical Analyst.

John also serves on a number of other boards in various roles including President, Vice President to member at large. Thus, he brings a variety of experience, enthusiasm to contribute to and help the CIPS SK Board accomplish their objectives and goals.

Doug Lawrence
Public Appointed Director

Doug Lawrence is the founder of TalentC® a Human Resources solution provider focused on effective mentoring. Doug is an International Certified Mentor Practitioner (ICMP) and an International Certified Mentor Facilitator (ICMF). He has over 30 years of mentoring and leadership experience in federal, provincial and private sector environments and is recognized as a thought leader in the mentoring space. Doug authored the book entitled, "The Gift of Mentoring".

Doug has worked with organizations to establish mentoring programs/mentoring cultures and provides one on one professional mentoring with people at all levels in an organization. Doug currently serves on a number of Boards locally and internationally.

Doug was instrumental in developing a curriculum to train people on how to become effective mentors. He has also created the International Certification for Mentors in partnership with Acquiros.

TalentC's® Accredited Mentor Training Program was recently recognized in the 2016 Leadership Excellence Awards and was ranked in the top 10% in the Top Leadership Partner category at the Awards ceremony in Nashville, Tennessee.

Doug's passion is contagious. He is committed to helping organizations and people be successful and has dedicated his life to the mentoring of others.

Yashu Bither, I.S.P., ITCP
Chair, Professional Conduct

Yashu has been volunteering with the CIPS Saskatchewan board since 2008 and has lead CIPS Saskatchewan for development of the Professional Conduct Committee (PCC) portfolio. Yashu has 22 years of successful career that is built through hard work, continuous professional development and growth. Yashu developed strategic partnerships, tailored plans to meet business's short term operational and long term strategic needs. He strongly believes in learning new ideas, networking, collaboration, building/maintaining relationships with clients, team members and stakeholders. On education side, he has earned Masters in Computer Science from University of Regina, Bachelor's in Computer Engineering and several International acclaimed professional designations such as Project Management Professional (PMP), Certified Business Analyst Professional (CBAP), Information Systems Professional (ISP), Information Technology Certified Professional (ITCP), Professional Engineer (P.Eng.) and ProSci change management (ADKAR). Since 2016, Yashu is in a leadership role as the Director of Business Intelligence and Data Analytics at Ministry of Justice, Government of Saskatchewan. He is promoting Data Leadership, Business Analytics, Data Visualization and believe in sharing and learning from others.

Maria Galati, CAE
Executive Director

Maria Galati has been the CIPS Saskatchewan Executive Director since 2009. She brings to the role a strong combination of event management, sponsorship-building, and membership/volunteer management skills. Since joining CIPS Saskatchewan, Maria successfully acquired new sponsors and identified program partners. As the ED, Maria's work supports both the CIPS' board and membership. Maria attends most committee meetings and helps coordinate the needs of the committee chairs and other volunteers. Maria has obtained her designation of Certified Associate Executive.

President's Report

John Stevenson

I think we will all remember 2020 for a long time.

CIPS Saskatchewan started 2019-2020 on a strong footing from both a membership basis and a financial basis.

The Board held a planning session in October 2019 at which the goals and key focus areas for CIPS Saskatchewan were reviewed and affirmed as providing the strategies and tactics for the organization to continue to provide professional development opportunities for our members, to continue to grow our membership, to continue the work of increasing the awareness of the IT profession and CIPS Saskatchewan, and to continue to work with the next generation of IT professionals, through outreach to the CIPS-accredited post-secondary IT programs and more so to the students in those programs, to assist them in their transition into the workforce.

Our membership numbers continued to be strong and growing, although there was a slowing in the rate of growth when compared to proceeding years. The main driver to this growth was again international memberships. CIPS Saskatchewan continues to work closely with the Government of Saskatchewan's *Saskatchewan Immigration Nominee Program* (SINP) to validate the credentials of foreign IT professionals as a critical step in their process of immigrating to Saskatchewan. These *new to Saskatchewan* IT professionals who have obtained their I.S.P. designation will help to continue to grow and strengthen the IT profession and the knowledge economy in Saskatchewan.

Our financial health remains strong, and for a full explanation of CIPS Saskatchewan's financial status, please see both the Treasurer's Report and the Financial Statements which follow. In summary, membership is our primary source of revenue, and CIPS Saskatchewan continues to work to provide professional development opportunities for you our members that are on relevant and timely topics - an interesting challenge, given the broad range of professional responsibilities and career directions our members have chosen.

CIPS Saskatchewan undertook additional national work this year, to further the goal of strengthening the IT profession in Canada. This is being done by increasing the awareness and understanding of employers that the professionalism brought to their workforce by having staff with their I.S.P. designation - backed by the CIPS Code of Ethics - makes for a more professional workplace. These efforts have included CIPS Saskatchewan taking a leadership role in the development of a national strategic brand and marketing plan, and is funded through monies made available by CIPS National; this work is ongoing.

Then COVID-19 arrived.

Although planning was well underway for the 2020 Professional Development Conference, that work was put on hold as we, like everyone else, assessed the impact of COVID-19. Our focus became looking at how we might still provide you - our members - with a professional development event while at the same time respecting the need to ensure that any event would not put the health of our members at risk.

This was the same challenge that we were immediately faced with regarding our luncheon presentations.

Just at those luncheon presentations have now transitioned to webinars, stay tuned for information coming your way very soon on the virtual Professional Development Conference.

It would be an understatement to say we appreciate your patience as CIPS Saskatchewan has made the transition from in-person to virtual events – we may work with technology every day but that does not mean we have not faced some of the same technical “surprises” that so many other organizations have faced in their transitions from in-person events to virtual events.

It has been said that *we have been faced with five years of challenges in the last six months*, and I think that is a pretty good way of summarizing the changes we have all been going through. One day, it was business as usual and in the office as usual, and then almost overnight it was a transition to working from home, often compounded by the home suddenly becoming an office for not just one or two people, but also often the new centre of education for one or two students at the same time (a great way to find out the bandwidth limitations of your home Internet connection).

IT has many un-sung heroes, and the sudden move to “everything being done from home” definitely increased our admiration of our colleagues who make infrastructure work so well that (sadly) sometimes we forget all the work they do to ensure that capacity, security and availability are done so well that they are just taken for granted.

For those of us who were able to work from the relative safety of home, it also made us aware of how fortunate we are to work in the field we work in, in light of all the essential public safety, essential public health and essential public service workers who continued on in their workplaces, taking risks and taking care of us throughout this period of time, which is not over yet. They have our appreciation and gratitude.

Thomas Friedman wrote *“The World is Flat”* and COVID-19 has made the world even flatter. I would like to close by saying thanks to a group of folks who collectively are responsible for the progress and successes of CIPS Saskatchewan – my fellow members of the Board of Directors (a thoughtful tireless and dedicated group of volunteers), our exceptional Executive Director Maria Galati, and especially you, our members – Thank you!

Every occurrence of Sergeant Phil Esterhaus’ (played by Micheal Conrad) morning roll call on the police television series *“Hill Street Blues”* ended with him telling everyone at the squad meeting, *“Let’s be careful out there.”*

Be careful out there.

Treasurer's Report

Shaun Herron

I am pleased to present the financial statements for the period of July 1, 2019 to June 30, 2020. This fiscal year we had our financial statements reviewed and prepared by Marvin Bandura with assistance from our bookkeeper, Goldene Mills. Marvin will be stepping away from the organization this year and we will be moving to a new organization to provide this service.

CIPS Saskatchewan has posted net income for the year of \$31,074.00 and a total assets base of \$200,504.00.

The contributing factors to the continued positive income are the continued strong membership fees and the decrease in expenses. CIPS Saskatchewan has also been able to leverage funds from CIPS National for initiatives that would otherwise be funded locally.

CIPS Saskatchewan continues to maintain a healthy balance in current assets. Our provincial (chapter) society continues to make significant strides for CIPS by leveraging alternative membership sources such as the international and immigration communities. Investments into new programs and delivery mechanisms will be a high priority this coming year to ensure we continue to provide value for our international memberships.

The focus for the past year was the review of the organization with the goal to achieve greater awareness of CIPS. The initial costs for the review have been covered by CIPS National through business cases developed here in Saskatchewan. As we move further into the process it is expected that CIPS Saskatchewan will be required to make investments complete the new initiatives.

CIPS Saskatchewan continues to have a strong Board of Directors that has been together for several years. The Board has proven to be instrumental to the stability of CIPS Saskatchewan. The commitment of the Board to invest in marketing and refreshed programs will help position CIPS within the competitive landscape of Information Technology professional development. As a Board, we encourage everyone to join the team and volunteer. It is through the efforts of you and others that will see CIPS Saskatchewan continue to grow and be at the forefront of Information Technology and Information Processing.

Secretary's Report
John Winter

The CIPS Saskatchewan Board met seven times this past fiscal year, and the Executive Committee met nine times. This year the Board was able to hold an evening session, in place of a full day board retreat, which was held in Regina.

Executive Meetings	Board Meetings
Nov. 19, 2019	Dec. 12, 2019
Jan. 21, 2020	Jan 11, 2019
Feb. 05, 2020	Feb. 25, 2020
Mar. 09, 2020	April 23, 2020
May 06, 2020	June 11, 2020
June 18, 2020	Sept. 16, 2020
Aug. 12, 2020	Nov. 11, 2020
Nov. 04, 2020	
Dec. 09, 2020	

COMMITTEES' REPORTS

Registrar's Report

Beverley Gooding, I.S.P. (ret.)

For July 1, 2019 to June 30, 2020 year there was a total of 447 **new** members which breaks down into the following classifications:

Certified members -	1
Non-Certified members -	387
Student members -	60
Total New Members	447 *

* This is not the net number of members, only the number of new members.

This past year our numbers have increased for certified, candidate, and student members. However there has been a decrease in non-certified members, mostly members from foreign countries who have not renewed their membership. I suspect Covid-19 in relation to closing of our borders may have also been a factor.

We now have 48.16% of members across Canada which is a decrease of 3.2% from last year. Alberta has 20.38% and Ontario has 16.39%. The remaining 7 provinces make up the 15.07%.

The following is the breakdown of the variance from year to year:

Member Type	# end of July 2018	# end of June 2019	Difference
Certified	561	697	136
Certified & Retired	7	7	0
Non-Certified	711	406	-305
Non-Certified & Retired	1	1	0
Candidate	28	46	18
Students	98	114	19
Totals *	1406	1271	-132

*These numbers taken from the monthly status reports, takes into account dropped members as well as new members. Therefore yielding the net amount of members in each category.

Once again, our challenge remains to retain and increase our membership by providing value for all of our members. As the numbers show the biggest loss is in the non-certified class which was mostly members from foreign countries. It is imperative to create programs that will engage and retain that specific group as well as all the others.

Program Committee

Luncheon Meetings in Support of Advancing Professional Knowledge

CIPS Saskatchewan, as another component of its commitment to supporting on-going professional development and knowledge expansion, organizes luncheons approximately 6-8 times per year in both Saskatoon and Regina.

This past year, we were able to successfully deliver luncheon presentations in both Regina and Saskatoon. In April, like many other programs, we successfully transitioned to webinars from April to June. This provided an opportunity for members to join in not only within our province, but from across Canada and the globe. Webinars' registrations ranged from 40 – 90 attendees.

These luncheons provide members with the opportunity to hear from a broad range of speakers, as well as the opportunity to connect with others in the profession.

Members can greatly assist the on-going success of these luncheons/webinars by recommending speakers and topics that they would find to be of interest, and by attending the luncheons/webinars. Sometimes, the most interesting luncheons are those with topics that differ from one's day-to-day responsibilities.

Professional Conduct Committee

Yashu Bither, Chair

The Professional Conduct Committee (PCC) investigates complaints received about members that indicate a violation of the CIPS Code of Ethics & professional misconduct. I am pleased to inform that to date we have not had any grievances filed against any CIPS Saskatchewan members. CIPS members are bound by a Code of Ethics and the Standards of Conduct that defines the IT profession and protects the public interest. Visit <http://www.cips.ca> for additional details.

We at CIPS Saskatchewan encourage you to come forward with any IT professional misconduct against a certified* or a regular member of CIPS Saskatchewan. For any inquiries or learn about next steps, please contact Saskatchewan@cips.ca.

**Source <http://www.cips.ca/isp>: The I.S.P. is legislated as a self-regulating designation in six provinces: British Columbia, Alberta, Saskatchewan, Ontario, New Brunswick and Nova Scotia. Other provinces are working toward similar legislation through their provincial government.*

Discipline Committee

Thomas Richard Miles Boxall, Chair

The Discipline Committee is formed to handle disciplinary complaints and appeals under the regulations of the society. One key area of responsibility of this committee is to determine appropriate disciplinary action should a member breach our CIPS Code of Ethics and Professional Code of Conduct. The established discipline process follows the CIPS Saskatchewan Act and helps us govern our professional association within the province, ensuring our employers and business partners that CIPS Members and I.S.P. holders are held to the CIPS Code of Ethics and Professional Code of Conduct.

Within the last fiscal year, there were no complaints referred to the Discipline Committee from the Professional Conduct Committee, and thus no disciplinary action required. A review of the Discipline Process was conducted as part of an effort to keep the Discipline Committee current and capable to meet its obligations. No amendments or alterations were deemed necessary at this time.

Report on Sponsors & Volunteers

Maria Galati

Executive Director

Sponsorship Report

CIPS Saskatchewan would like to thank SaskTel for their continued support of the IT sector.

The CIPS Saskatchewan sponsors' continued support of the programs demonstrates their leadership in the IT community.

Our thanks to our sponsors for their financial and in-kind support for both the luncheons and conference.

Volunteers' Report

CIPS Saskatchewan's continued success has been due to the commitment of our volunteers. This past year, volunteers sat on various committees, including the programs, mentor and the Professional Development Conference. Most importantly, the volunteers also sit on the CIPS Saskatchewan Board and are responsible for managing the CIPS Saskatchewan day to day business.

Currently our active committees are: Professional Development, Mentor and Student Committee. This year we saw strong commitment from the student membership who participated in luncheons and organized a few programs. (Eligible student members are currently enrolled in the CIPS accredited programs from the University of Regina, University of Saskatchewan and SaskPolyTechnic.)

We are always looking for volunteers, here's your chance to share your time and knowledge and further the work of CIPS SK to not only our members, but the community. This is also your opportunity to network and gain valuable experience.

Our sincere thanks to our volunteers for their time and ongoing commitment.

THANKS TO OUR SPONSORS!

CIPS Saskatchewan's sponsors' continued financial support of the programs demonstrates their leadership in the IT community. This year our conferences sponsors ensured a successful event.

Our thanks to our sponsors for their continued financial support.

Annual Platinum Sponsor



Annual General Meeting Minutes

Wednesday, October 23, 2019

Welcome and Introduction

Regina

I would like to begin by acknowledging that we are on the traditional lands, referred to as Treaty 4 Territory and on the homeland of the Métis Nation.

Saskatoon

We acknowledge we are on Treaty 6 Territory and the Homeland of the Métis.

Annual General Meeting

1. Confirm Quorum

The Registrar confirmed that quorum was achieved.

2. Call meeting to order

Meeting convened at 11:58am.

Welcome

2.1 Motion to accept the agenda.

Moved by Thomas Boxall

Seconded by: Yashu Bither

Motion carried unanimously by majority

2.2. Motion to approve the minutes from the 2017-2018 AGM

Moved by Janice Muir.

Seconded by: Thomas Boxall

Motion carried unanimously by majority

3. Officer's Reports

3.1. President's Report

John Stevenson presented the President's Report on behalf of Trevor McDonald.

President's Report

Trevor McDonald

I am pleased to report another very successful year for CIPS SK. Highlights for the 2018-19 fiscal year include strong membership and financial growth as well as stability and a focus on renewal from a CIPS National perspective.

Year in review

In October 2018, the CIPS SK Board met for our annual planning retreat. The Board of Directors identified 3 key areas of focus for the 2018-19 fiscal year:

Grow and retain CIPS SK members. (Growth Committee)

Nurture the professional development of our members. (Professional Development Committee)

Increase awareness of CIPS SK and IT professionalism. (Growth Committee)

Tactical initiatives were identified and then delivered throughout the year by subcommittees of the CIPS SK Board of Directors. Highlights of our in-year successes include:

Membership numbers increased by 88.5% during 2018-19. At the beginning of July 2018 CIPS SK was comprised of 746 members. By July 2019 we reached a record 1406 members. Key areas of growth continue to be international and student members.

The Professional Development Committee oversaw another successful round of the CIPS SK Mentorship program, several luncheon events, and the CIPS Professional Development Conference.

CIPS National update

Under the guidance of a strong Board of Directors, CIPS National is aligning efforts on the three focus areas of:

- Digital Marketing
- Certification
- Accreditation/Students

CIPS National's approach to achieving results is to have provincial societies identify and run with supporting initiatives which when proven successful at a provincial level can be expanded across all the provincial societies across Canada. CIPS National is in the process of evaluating proposals in order to focus renewal investments for the 2019-20 fiscal year.

Moving Forward

As I move on to my new role as Past President, I reflect fondly on my past 5 years with the CIPS SK Board, our many accomplishments, the great people I've had the fortune to meet and work with, and at the significant opportunity we have to continue to grow our organization and the value that we provide both Provincially and Nationally.

Through the dedication of our volunteers, CIPS has achieved a level of stability and focus we could have only dreamed of just a few years ago. The key to our success has been the collaborative input of our volunteer members. Each time a new member joins our Board, they bring new ideas and energy that continues to thrust the organization forward. In closing off my thoughts of what our organization has achieved and the opportunities ahead, I would like to make a plea to the CIPS SK membership to get involved. Without the dedication and thoughtful leadership of our volunteers our organization will not continue to thrive. For a few hours of your time annually, you too can have the opportunity to work towards a common cause with a great team of professionals, while making a difference within our community. For information on joining CIPS SK or the CIPS SK Board of Directors, please contact myself or any CIPS SK Board member.

3.2. Treasurer's Report Shaun Herron

I am pleased to present the financial statements for the period of July 1, 2018 to June 30, 2019.

This fiscal year we had our financial statements reviewed and prepared by Marvin Bandura with assistance from our bookkeeper, Goldene Mills.

CIPS Saskatchewan has posted a gain for the year of \$57,316.63

Reasons for the continued performance include:

1. Continued increases in net membership revenue related to new international memberships due to CIPS certification requirements for Saskatchewan immigration applications.
2. A 47% increase revenue from membership fees.
3. Continued management of expenses of previous year.
4. Increased corporate sponsorship of the Annual Conference.

CIPS Saskatchewan continues to maintain a healthy balance with \$171,585.00 in current assets.

Our provincial chapter body continues to make significant strides for CIPS by leveraging alternative membership sources such as the international and immigration communities. Investments into new programs and delivery mechanisms will be a high priority this coming year to ensure we maintain our new international memberships.

Our investments in student awareness and engagement continues to be a focus for CIPS Saskatchewan. We continue to allocate resources to Student events to ensure that we build our presence. Lower luncheon event attendances in previous years had led to fewer events as CIPS continues to face competition pressure for IT departments professional development dollars. Instead of sponsoring a number of small monthly events, CIPS Saskatchewan has been investing in a larger annual conference which has proven to be beneficial for members and the financial health of the organization. I would like to thank our Board of Directors, Maria Galati,

Executive Director and Goldene Mills our bookkeeper for their assistance this past year. I would also like to thank our President, Trevor McDonald, who laid the foundation with strong financial management prior to the recent unprecedented growth. Everyone's dedication has been instrumental in ensuring our financial requirements have been met and the organization continues to thrive.

We have an excellent Board of Directors that has been together for several years and that has proven instrumental to the stability of CIPS Saskatchewan. The Board's commitment to invest in marketing and refreshed programs will help position CIPS within the competitive landscape of Information Technology professional development. As a Board, we encourage everyone to join the team and volunteer. It is through the efforts of you and others that will see CIPS Saskatchewan into the future.

Motion to accept Financial Statements

Moved by Brenda Byers

Seconded by: Fred Buschau

Motion carried unanimously by majority

Discussion, questions or comments

Question: Why is the reviewer not a professional accountant?

Answer: Costs are quite high to hire a professional accountant and our current reviewer is qualified based on our criteria, but it's worth considering.

Question: Is GST being charged on meeting event?

Answer: Yes, GST is charged on event registration. It's not being broken out to show separately on registration.

Question : Do we have a breakdown of membership across the province?

Answer: Majority is Regina, Saskatoon, International

Question : How do we use our funds to give back?

Answer: We should be spending this money to provide a higher level of services

Comments:

- Luncheons could be recorded or live stream for international members.
- Get an actual audit against our books, they may provide recommendations.
- Current CIPS SK doesn't need an audit. Suggestion that a professional review be conducted.
- Will take this back to the executive for discussion.

Motion to accept Marvin Bandura (from Marv's Tid Bitz) to conduct review.

Moved by: Ryan Francis

Seconded by: Fred Buschau

Motion carried unanimously by majority

4. **Board Members**

4.1. 2019-2020 Board Members

Trevor McDonald, Past President
John Stevenson, President
Vacant - Vice President
Bev Gooding, Registrar
Vacate – Secretary

Shaun Herron, Treasurer
Yashu Bither, Director
Doug Lawrence, Public Appointee
John Winter, Director
Thomas Boxall, Director

Anyone interested in joining the board please contact the executive direction, Maria Galati. Currently there is a lack of board representation from other regions.

4.2. Departing Board Members

Kim Jasken, served as a director before moving to the Secretary role. During her time on the board, Kim participated on several committees, specifically the Mentorship committee and was active with the board retreats. Kim was instrumental in ensuring that SIIT students attended CIPS SK monthly luncheons.

Rob Merritt served as a director and actively participated on several committees, Program and Growth and Rob assisted with monthly luncheons held in Saskatoon. Rob also represented CIPS SK promoting the membership and designation.

We thank both Kim and Rob for the time on the board.

5. **Registrar's Report**

Recognition of all newly certified I.S.P.s

The new I.S.P.s are from July 1, 2018 – June 30, 2019

Currently the CIPS Saskatchewan consists of 133 new I.S.P. s. breakdown is 2 from Canada, most are from India, US, China, Nigeria, Pakistan, Bangladesh and United Arab Emirates.

There is now a need to develop a plan to retain our new members.

Support and assist those members that are here and those who haven't yet moved to Saskatchewan

6. **Adjournment**

Adjourn 2018-2019 AGM meeting

Motion to adjourn the Annual General meeting

Moved by John Winter

Meeting adjourned October 23, 2019, at 12:50pm

Meeting minutes recorded by Kim Jasken, Secretary

Canadian Information Processing Society of Saskatchewan Inc.

Independent Review Engagement Report

Year Ended June 30, 2020

Independent Review Engagement Report Conducted by Marvin Bandura

To the Directors and Members:

I have reviewed the balance sheet of Canadian Information Processing Society of Saskatchewan as at June 30, 2020 along with the statements of earnings, retained earnings (deficit) and changes in financial position for the year then ended from information provided by CIPS Saskatchewan representatives.

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian generally accepted accounting principles, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

I conducted my review in accordance with generally accepted review standards. These standards require that I plan and perform a review to obtain reasonable assurance whether the financial statements are free of material misstatement.

The review does not constitute an audit, and consequently, I do not express an audit opinion on these financial statements.

Based on my review these financial statements present fairly, in all material respects, the financial position of this entity as of June 30, 2020 and the results of its operations for the year then ended in accordance with Canadian accounting standards.

Readers are cautioned that these statements may not be appropriate for their purposes.

Marvin Bandura



Marv's Tid Bitz
Small Business Accounting and Income Tax Services
118 City View Estates
Regina Saskatchewan

September 01, 2020

Canadian Information Processing Society of Saskatchewan INC

Balance Sheet

as at

June 30, 2020 (unaudited)

	<u>2020</u>	<u>2019</u>
ASSETS		
Current Assets		
Cash	129,757	100,738
Short Term Investments (at cost)	65,000	67,212
Accounts receivable	<u>5,529</u>	<u>3,150</u>
Total Current Assets	<u>200,286</u>	<u>171,100</u>
Total Fixed Assets	<u>218</u>	<u>485</u>
TOTAL ASSETS	<u>200,504</u>	<u>171,585</u>
LIABILITIES AND MEMBERS QUITY		
Current Liabilities		
Accounts payable	<u>250</u>	<u>2,405</u>
Total Current Liabilities	250	2,405
Equity	100,518	100,518
Opening Retained Earnings	68,662	11,345
Current Income (Loss)	31,074	<u>57,317</u>
Ending Retained Earnings	<u>99,736</u>	<u>68,662</u>
Total Equity	200,254	169,180
TOTAL LIABILITIES AND MEMBERS EQUITY	<u>200,504</u>	<u>171,585</u>

Approved by the board:	Print	Signature	Date
Director	_____	_____	_____
Director	_____	_____	_____

Canadian Information Processing Society of Saskatchewan INC

Income Statement

Twelve Months Ended

June 30, 2020 (unaudited)

REVENUE	<u>2020</u>	<u>2019</u>
Membership fees	222,418	279,752
Sponsorships	3,000	9,500
Conference fees	-	10,545
Lunch and dinner events	3,220	1,080
Interest	17	1,231
TOTAL REVENUE	<u><u>228,655</u></u>	<u><u>302,108</u></u>
GENERAL AND ADMINISTRATIVE EXPENSES		
Amortization of Tangible Assets	267	184
Professional Fees	2,795	2,777
Advertising and promotion	547	991
AV costs	-	878
Awards and gifts	164	286
Branded items and Mentorship	559	1,095
Executive	40,384	26,635
Executive meetings	617	669
Facility expenses	54	382
Interest and bank charges	222	154
Conferences	-	8,324
Events	3,215	1,372
Membership fees to CIPS Canada	146,323	198,044
Office	1,673	2,450
Printing / mailing / courier	261	50
Director Insurance	500	500
TOTAL EXPENSES	<u><u>197,581</u></u>	<u><u>244,791</u></u>
NET INCOME (LOSS)	<u><u>31,074</u></u>	<u><u>57,317</u></u>

Canadian Information Processing Society of Saskatchewan INC
Statement of Cash Flows
 Twelve Months Ended
 June 30, 2020 (unaudited)

	<u>2020</u>	<u>2019</u>
CASH FLOWS FROM OPERATING ACTIVITIES		
Net Income	31,074	57,317
Decrease in Inventory	267	
Decrease in accounts receivables	-	
Increase in accounts payable		4,155
Decrease in equity (CU)		
TOTAL CASH GENERATED	<u><u>31,341</u></u>	<u><u>61,472</u></u>
 USES OF CASH		
Operating activities		
Increase in Inventory	-	485
Net Loss		
Increase in accounts receivable	2,379	2,597
Decreases in accounts payable	<u>2,155</u>	<u>-</u>
TOTAL CASH USED	<u><u>4,534</u></u>	<u><u>3,082</u></u>
 CASH, BEGINNING OF YEAR	 167,950	 109,560
INCREASE (DECREASE) IN CASH	<u>26,807</u>	<u>58,390</u>
CASH, END OF YEAR	<u><u>194,757</u></u>	<u><u>167,950</u></u>