

The

Business

of

PEOPLE

2009

Annual Report



About Us

VISION

The Human Resource Management Association of Manitoba, the largest and most vibrant Human Resources community, is recognized and respected as the premiere association and centre of business excellence for HR professionals in Manitoba.

MISSION

The Human Resource Management Association of Manitoba exists to deliver rich connections to information, knowledge, professional relationships, and networks to ensure our membership can lead and contribute to the sustainable success of organizations and communities.

STRATEGIC DIRECTIONS

STEWARDSHIP: To ensure the long term financial viability and growth of HRMAM.

MEMBERSHIP: To raise the profile of the Human Resource Management Association of Manitoba and the human resources profession in Manitoba.

GOVERNANCE: To implement effective governance, management and business practices that support the achievement of the strategic plan.

PEOPLE: To become an example of excellence in high performance human resource systems.

2008-2009

Board of Directors' Report

The Human Resource Management Association of Manitoba (HRMAM) represents over 1,300 diverse HR and business professionals across Manitoba; HRMAM's efforts and resources are aligned to enhance and promote the value of the human resource profession and HR's practices across Manitoba.

HRMAM is governed by a Board of Directors that sets the strategic direction and is accountable for ensuring the long term viability of the Association.

HRMAM's Executive Director is responsible for delivering the Board's strategic plan. The Executive Director also has the key leadership role of ensuring effective collaboration between the Board, volunteers, staff, and the Association's extensive membership.

In November 2008, HRMAM's Board and Staff started work on a three year strategic plan that would not only create inspirational goals for the association, but also provide a strong sense of united direction. This plan is relevant to the challenges facing the association and the HR profession; it adds value to association members; and it respects the organizations's history while, at the same time, investing in its future.

HRMAM's new strategic plan consists of three main components:

- New Vision
- New Mission
- Four distinct agreed-upon Strategic Directions for the association

A wide range of 39 focused strategic and operational objectives have also been established for the next three years. Throughout the strategic process, the key question that HRMAM's Board and Staff will constantly ask is "how will this objective add value to our members?" We are confident that each objective will not only enhance membership, but also allow HRMAM Board and staff to better serve the membership.

Over the coming 12 months much work is needed to lay the ground work for our future success. HRMAM will be investing in the following key areas:

- Customer Relationship Management system and tools that are focused on the needs of individual members
- Enhanced website
- Creation of new dedicated Members Services position – Manager, Member Services
- Increased member and market research leading to enhanced Learning & Development programs

- Higher public profile, including new and enhanced strategic partnerships
- A dedicated HRMAM Learning and Development centre, featuring audio/video and state-of-the-art teaching and conference facilities
- HRMAM logo and marketing strategy

The speed of change in today's world dictates that HRMAM constantly needs to improve its programs, technology, and public image. We represent not only our members, but also the HR profession in Manitoba, Canada, and beyond. We want to invest in our members, develop a culture of trust, and add value to the community at large. A number of small changes can make a significant change and we look forward to the journey the future will bring.

Annual Report on Activities

LEARNING AND DEVELOPMENT

Our Learning and Development program has continued to grow in breadth and depth in its support of the Required Professional Capabilities (RPCs) of the human resources profession. The Associations hosted thirty L&D events, which included:

- 5 dinner meetings
- 6 workshops
- 3 seminars/info sessions
- 8 CHRP prep courses
- 3 CHRP Recertification Lunch and Learn sessions
- 5 Provincial events

In addition, the Association hosted its bi-annual Conference in October 2008. This sold-out event attracted over 425 HR professionals, business, and organizational representatives for two days of debate, discussion, learning, professional and personal development, and extensive networking. The next bi-annual conference is scheduled for October 26 & 27, 2010.

CERTIFIED HUMAN RESOURCE PROFESSIONAL (CHRP)

The CHRP is the recognized national standard for excellence in HR. During the course of the year 94 HRMAM members successfully passed the National Knowledge Exam (NKE) and became CHRP Candidates. In addition 64 of CHRP Candidates successfully passed the National Professional Practices Assessment (NPPA) and became CHRPs. 396 of HRMAM members now hold the CHRP designation.

MEMBER SERVICES

HRMAM hosted its annual Golf Tournament on June 4, 2008. This event continues to grow in popularity, thanks to the key volunteers who help pull the event together.

The AGM was held in September 2008 and 120 members attended.

HRMAM hosted a New Members Orientation in January 2009 – this new event attracted 24 members who had joined the past year. New members were joined by HRMAM staff and Board members for a lunch and briefing session.

The 8th Annual Excellence in Leadership Awards Gala was held on March 12, 2009 at the Delta Hotel. The sold-out event recognized four Manitoba organizations, STRATA Benefits Consulting Inc., Canadian Tool & Die Ltd., Winnipeg Regional Health Authority, and Manitoba Lotteries Corp. for their Excellence in HR Leadership and one member, Kiro Stojcevski, CHRP, who was presented with the Rising Star Award.

A significant amount of time has been spent in researching and planning the concept and content for the introduction of a new Member Relationship database. This new initiative will see a significant enhancement in the level of support and service that can be offered to HRMAM members.

A new Member Services Committee was formed to research and develop a Mentorship Program for HRMAM. This work will be complete in the Fall of 2009 and see the pilot project launched in January 2010.

VOLUNTEERS

HRMAM could not function effectively without the support of its members through their volunteer work. In recognition of that support the Association held a Volunteer Appreciation evening on May 12, 2009 and 100 members and their guests attended a fun-filled evening. During the course of the year it is estimated that members contributed over 5,000 hours of support to the Association in the following activities and committees:

- Board of Directors
- Aboriginal Initiative Committee
- Professional Designation/CHRP/Re-certification Committee
- Member Services Committee
- Government Relations Committee
- Mentorship Committee
- Communication Committee
- Conference 2008 Planning Group
- Excellence in Leadership Awards (Event Planning) Committee
- Excellence in Leadership Awards (Awards Evaluation) Committee
- Golf Tournament
- Volunteer Appreciation Event Planning Group
- Nominating Committee
- Complaints and Discipline Committee
- Member Satisfaction Committee

ADMINISTRATION

A new Executive Director was recruited in the summer of 2008, following the retirement of Ms. Lori Fenn, who had served with the Association for five years. The Board welcomed three new members (Shandra Czarnecki, Sharon Harrald and Dr. Neil Fassina) and said farewell to Grant Mitchell who retired after many years of service in the Government Relations portfolio.

Later in the year, from November 2008 through May 2009, the Board and staff undertook an extensive strategic planning exercise. The resulting three year plan encompasses a new vision and mission, 4 new strategic directions, and 39 strategic deliverable objectives, ready for launching on June 1, 2009. The Association also secured new premises for occupation in the Fall of 2009.



September 23, 2009

To: HRMAM Members

From: Susan Nemec, CA
Treasurer HRMAM

Subject: Financial Statements
June 1, 2008 to May 31, 2009

We have attached extracts of the annual financial statements reviewed by Grant Thornton LLP, Chartered Accountants as follows:

Page 1	Review Engagement Report
Page 2	Statement of Operations Indicates an excess of revenue over expenses for the year of \$66,095
Page 3	Statement of Changes in Net Assets Reflects Unrestricted Net Assets of \$395,928 plus a Capital Asset Fund of \$13,093 and Restricted Net Assets of \$157,000
Page 4	Statement of Financial Position Indicates the assets, liabilities and net assets at May 31, 2009.

If you would like a complete copy of the annual financial statements, please contact Mark Hollingsworth (Executive Director) at (204) 943-0884

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Review Engagement Report

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To the Members of
Human Resource Management Association of Manitoba Inc.

We have reviewed the statement of financial position of **Human Resource Management Association of Manitoba Inc.** as at May 31, 2009 and the statements of operations, changes in net assets and cash flows 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 Association.

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

Based on our review, 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 accounting principles.

Winnipeg, Manitoba

August 20, 2009



Chartered Accountants

Human Resource Management Association of Manitoba Inc.

Statement of Operations

Year Ended May 31
(Unaudited)

2009

2008
(Note 10)

Revenue		
Biannual conference	\$ 265,343	\$ -
Membership dues	228,265	216,024
Professional development events	131,928	142,441
Professional designation fees	117,181	80,534
Advertising	55,480	70,821
Member events	56,718	51,184
Interest	<u>15,210</u>	<u>15,920</u>
	<u>870,125</u>	<u>576,924</u>
Expenses		
Advertising	\$ 2,072	\$ 8,662
Bank and visa charges	14,080	10,351
Biannual conference	181,044	-
Business development	4,422	1,592
CCHRA	11,368	14,882
Committees	7,378	4,953
Consulting fees	56,679	22,626
CSAE membership	395	485
Depreciation	2,957	1,376
Insurance	2,304	2,483
Member services	63,660	62,281
Office and courier	7,408	8,206
Printing, postage and stationery	9,074	8,036
Professional designation	75,082	54,964
Professional development events	65,993	70,144
Professional fees	2,679	6,942
Recovery of CCRHA loan	(7,522)	-
Rent and occupancy costs	8,288	13,414
Technology and training	6,992	4,998
Telephone	6,764	5,139
Travel	13,165	1,580
Wages and employee benefits	265,869	177,107
Website	<u>3,879</u>	<u>3,404</u>
	<u>804,030</u>	<u>483,625</u>
Excess of revenue over expenses	<u>\$ 66,095</u>	<u>\$ 93,299</u>

Human Resource Management Association of Manitoba Inc.

Statement of Changes in Net Assets

Year Ended May 31
(Unaudited)

				2009	2008
	<u>Unrestricted</u>	<u>Capital Asset Fund</u>	<u>Restricted</u>	<u>Total</u>	<u>Total</u>
Balance, beginning of year	\$ 347,542	\$ 12,384	\$ 140,000	\$ 499,926	\$ 406,627
Excess of revenue over expenditures	69,052	(2,957)	-	66,095	93,299
Interfund transfer for equipment purchase	(3,666)	3,666	-	-	-
Transfer to restricted net assets (Note 8)	<u>(17,000)</u>	<u>-</u>	<u>17,000</u>	<u>-</u>	<u>-</u>
Balance, end of year	<u>\$ 395,928</u>	<u>\$ 13,093</u>	<u>\$ 157,000</u>	<u>\$ 566,021</u>	<u>\$ 499,926</u>

Human Resource Management Association of Manitoba Inc. Statement of Financial Position

May 31 2009 2008
(Unaudited)

Assets

Current

Cash and cash equivalents	\$ 70,089	\$ 159,813
Temporary investments	441,569	254,411
Receivables (Note 4)	109,389	140,862
Prepaid expenses	<u>17,417</u>	<u>53,202</u>
	638,464	608,288
Term deposits (Note 5)	138,489	195,352
Capital assets (Note 6)	<u>13,093</u>	<u>12,384</u>
	\$ 790,046	\$ 816,024

Liabilities

Current

Accounts payable and accruals	\$ 5,582	\$ 10,626
Deferred revenue (Note 7)	<u>218,443</u>	<u>305,472</u>
	<u>224,025</u>	<u>316,098</u>

Net Assets

Restricted (Note 8)	157,000	140,000
Invested in capital assets	13,093	12,384
Unrestricted	<u>395,928</u>	<u>347,542</u>
	<u>566,021</u>	<u>499,926</u>
	\$ 790,046	\$ 816,024

Commitment (Note 9)

On behalf of the Association

 _____ Director

 _____ Director

HRMAM

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