



International Association
for Public Participation

2008

ANNUAL REPORT



IAP2 Mission

The International Association for Public Participation, working through its members, helps organizations and communities around the world improve their decisions by involving people who are affected by those decisions.

Benefits of Being a Member

AP2 is made up of a diverse and growing group of people who design, implement, use, and participate in public participation processes. Our members represent a broad spectrum of fields and specialties, and our members live and work around the world.

When you get involved with IAP2, you reap the rewards:

- ∂ Annual international conference and local conferences and events.
- ∂ IAP2 high quality and practical training programs including the IAP2 Certificate in Public Participation.
- ∂ Chapters – local networking, workshops and information.
- ∂ *eNews* – regular updates including job postings, chapter news, industry events.
- ∂ Online publications.
- ∂ Web site – including online Bulletin Board.
- ∂ Member's only section of Web site featuring online publications, conference proceedings, and Public Participation Tool Box.
- ∂ Membership directory – Networking and information about other members.
- ∂ Job Bank – posting of jobs in the field of public participation.

IAP2 Strategies

AP2 carries out this mission by organizing and conducting activities to:

- ∂ Encourage and enhance the professional development of people working in the public participation field.
- ∂ Educate decision-makers about the value of public participation.
- ∂ Help the public play an effective role in public participation processes.
- ∂ Continue to define, review, and enhance best practices in the field of public participation.
- ∂ The association has 16 chapters and 1 affiliate around the globe and approximately 1,100 members from 26 countries.

How to Get Involved

AP2 delivers service to our members and others in several program areas. As a membership-based organization, meeting your (our members) needs is our fundamental goal. To do that, we aim to continue to improve our efforts of regularly seeking your thoughts and ideas and using that feedback as we develop programs to further the practice of public participation.

Have you thought about the opportunity to share and improve your leadership skills and contribute to the development of IAP2? Whether through your local chapter or on an international task force or committee, we have a place for your passion, skills, and voice.

Make this your organization by getting involved in setting and carrying out our mission.

2008 Board of Directors

Stephani Roy McCallum	President <i>Ottawa, ON, Canada</i>
Geoff Fagan	President Elect <i>Glasgow, Scotland, UK</i>
Doug Zenn	Treasurer <i>Portland, OR, USA</i>
Leo Dillman	Secretary <i>Halifax, NS, Canada</i>
Scott Russell	Past President <i>Denver, CO, USA</i>
Anne Pattillo	Vice President <i>Wellington, New Zealand</i>
Carol Anderson	Director <i>Denver, CO, USA</i>
Anne Carroll	Director <i>St. Paul, MN, USA</i>
Lyn Carson	Director <i>Sydney, NSW, Australia</i>
John Dengate (resigned June 2008)	Training Director <i>Sydney, NSW, Australia</i>
Lonny Gabinet	Director <i>Calgary, AB, Canada</i>
John Godec	Director <i>Phoenix, AZ, USA</i>
Joana Janiw	Director <i>Paris, France</i>
Terry Koch	Director <i>Calgary, AB, Canada</i>
Grant McLaughlin	Director <i>Washington, DC, USA</i>
Robert Nurick (resigned September 2008)	Director <i>London, England, UK</i>
Gale Simpson (assumed Training Director role July 2008)	Director <i>Calgary, AB, Canada</i>
Desley Renton (January – October 2008)	Director, Australasian Affiliate Representative <i>Brisbane, QLD, Australia</i>
Amelia Shaw	Director <i>Vancouver, BC, Canada</i>
Kimbra White (October – December 2008)	Director, Australasian Affiliate Representative <i>Melbourne, VIC, Australia</i>

2008 President's Message

Dear friends and colleagues,

As I was thinking about what to write for my President's message in this annual report, I thought I would start by looking back on what I hoped we could achieve in 2008. In the 2007 annual report, I shared three key areas that the Board had identified as priorities for the organization:

- ∂ Strengthen international operations.
- ∂ Grow the organization, connect with others and extend our reach.
- ∂ Increase the impact of IAP2 on the practice.

I am very pleased to say, that with the support, commitment, and vision of an incredible group of Board of Directors and the energy and input of IAP2 members, friends, and partners from around the globe, IAP2 accomplished some amazing things in 2008 and started down a path on many new initiatives.

These 2008 achievements include:

- ∂ After an international search, we hired an exceptional Executive Director, Moira Deslandes, who started full time with us in October 2008 after a part time transition.
- ∂ We transitioned from our previous Association Management Company to new arrangements with our Administrative Director, Dina Alengi Storz.
- ∂ We formed an Outreach and Transparency Task Force who made recommendations to improve the transparency of operations and the business of the Board and the organization by posting information on the Web site and providing members with regular updates about meetings and activities in the organization.
- ∂ We also got our governance policies in order and implemented a Conflict of Interest Policy, Code of Conduct, and Board Performance Agreement and undertook a first survey and evaluation of Board performance.
- ∂ We dramatically increased outreach and member engagement through more regular electronic newsletters.
- ∂ We held Board meetings in strategic locations so we could connect directly with members and involve them in our meetings, by meeting face-to-face in Sydney, Australia; Canmore, Alberta, Canada; and Glasgow, Scotland, UK.
- ∂ We were privileged to have Beatrice Briggs, IAP2 Past President, and other colleagues and members from around the globe initiate a Governance Review of the Association.
- ∂ We updated and improved our accounting, bookkeeping, and financial record-keeping processes and we made a decision to undertake an audit of the organization's books.
- ∂ We approved the creation of an IAP2 Affiliate in the United Kingdom/Ireland, and reached an agreement to support an emerging IAP2 organization in France.
- ∂ We also provided support to new and emerging chapters in Africa.
- ∂ We hosted an international conference outside of North America, for the first time ever, in Glasgow, Scotland, UK.
- ∂ We published the initial results of the Kettering Foundation project – Painting the Landscape: the cultural context of public participation.
- ∂ We created a new award to recognize contribution to the field of public participation, in honor of IAP2's founder, Jim Creighton.

- o We worked with two committed and talented interim editors - Nancy Glock-Grueneich and Sara Nora Ross - and hired a new editor, Stephen Pyser for the International Journal of Public Participation.
- o We created the foundations for a new learning business model for IAP2 knowledge and capacity building, and held webinars and online chats about topical issues like sustainable decision-making and inter-cultural learning.
- o We began the process to enter into a partnership with Dr. Peter Sandman to develop IAP2's first new course offering in more than 10 years: Emotion, Outrage and Public Participation.
- o We created a learning partnership model to offer new and advanced courses to our members by working with providers of established and high quality courses.
- o We held an IAP2 training academy for four new IAP2 trainers.
- o We initiated a review and update of the IAP2 Certificate Program license agreement and process for licensed trainers.

All in all – it was a busy year!

However, like any organization or family growing and expanding to meet new challenges, IAP2 experienced some stress and challenges in 2008 as well. Some of these challenges were organizational and some were global but they impacted the organization nonetheless.

They include:

- o We changed our accounting practices to better reflect our status as a not-for-profit membership association so that we more accurately captured and tracked the funds that belong to the international organization and those we held in trust as proceeds of training registrations for chapters and trainers.
- o The global financial crisis impacted IAP2's training revenues and membership fees, as organizations reduced these budgets starting in mid-2008.
- o Although we were excited to offer the first ever international conference outside of North America, it operated at a loss of just over \$27,000.
- o We experienced a growth in membership in areas like Australasia and Canada and a continued decrease in others like the USA and as an organization we made a decision to dedicate resources and support to this part of our international family, particularly in light of the November 2008 USA election of President Obama and his stated commitment to openness, transparency and public Participation.

At the Annual General Meeting in September 2009, we will review this annual report and with the support and passion of friends, partners, and colleagues in this field we'll continue to face new challenges and change and transform in new and interesting ways.

I feel privileged to have been part of IAP2's journey to date and believe that this field and practice has come into its own, and the future holds great promise.



Stephani Roy McCallum
2008 IAP2 President

Treasurer's Report

This year's Annual Report also includes an auditor's report, demonstrating the ongoing development of the Association's professional approach and commitment to reporting fully and transparently to all members. It was expected that the audit would provide advice on improvements in financial management and identify any outstanding problems. The audit process has done this and IAP2 is grateful to the auditors for their assistance in presenting this report to members.

During 2008, the operating of IAP2 moved from contracting an Association Management Company to internally appointed contractors. It also undertook a number of financial management strategies to improve reporting in the final quarter of 2008. These practices included ceasing the process of handling training income on behalf of licensed trainers, moving to providing accounts more in keeping with a not-for-profit agency, formalizing reporting mechanisms to Board meetings and members, forecasting trading in US dollars, and appointing an accountant to oversee the monthly reconciliations. The foundations for improvements were set in the final quarter of 2008 for 2009.

The discrepancy reported in the audit is not a material difference to the financial result for 2008, it does point, however, to the need for improved practices which have been addressed in this calendar year.

Other variations in reporting for 2008 that may be of interest to members include the change from 2007 to 2008 (late in the year) to internally appointed staff resulting in differences for how administration and recruitment costs were accounted. In the presentation of the 2009 reports against the 2008 this will be more comparable and evidence of the transition being complete.

Please find following this report, the directors' statement, auditor's report and annual financial report.



Terry Koch
IAP2 Board Treasurer
July 2009

DIRECTORS DECLARATION

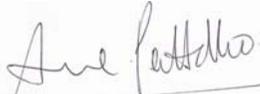
INTERNATIONAL ASSOCIATION FOR PUBLIC PARTICIPATION

The directors have determined that the association is not a reporting entity and that this special purpose financial report should be prepared in accordance with the generally accepted accounting principles and internationally recognised accounting standards.

The directors of the association declare that:

1. the financial statement, as set out on pages 2 and 3 presents fairly the association's financial position as at 31st December 2008 and its performance for the year ended on that date.
2. at the date of this declaration, there are reasonable grounds to believe that the association will be able to pay its debts as and when they fall due.

This declaration is made in accordance with a resolution of the Board of Directors.

Director 

Director 

Dated this 10th day of July 2009

INTERNATIONAL ASSOCIATION FOR PUBLIC PARTICIPATION

To the members of the International Association for Public Participation

SCOPE

The preparation and fair presentation of the financial statements are the Board of Directors responsibility.

The financial report is a special purpose financial report and comprises the statement of revenues and expenses, statement of financial position and the Board's declaration for International Association for Public Participation (the association), for the year ended 31 December 2008 as set out on pages 1 to 3.

The elected Board of the association is responsible for preparing a financial report that presents fairly the financial position and performance of the association. This includes the responsibility for the maintenance of adequate accounting records and internal controls that are designed to prevent and detect fraud and error, and for the accounting policies and accounting estimates inherent in the financial report. The Board has determined that the accounting policies used are appropriate to meet the needs of the members. These policies do not require the application of all internationally accepted Accounting Standards. No opinion is expressed as to whether the accounting policies used are appropriate to the needs of the members.

The financial report has been prepared for distribution to the members for the purpose of satisfying the Board of Directors reporting requirements. We disclaim any assumption of responsibility for any reliance on this report or on the financial report to which it relates to any person other than the members, or for any purpose other than that for which it was prepared.

Audit approach

We conducted an independent audit of the financial report in order to express an opinion on it to the members of the International Association for Public Participation. Our audit has been conducted in accordance with the International Standards on Auditing in order to provide reasonable assurance as to whether the financial report is free of material misstatement. The nature of an audit is influenced by factors such as the use of professional judgment, selective testing, the inherent limitations of internal control, and the availability of persuasive rather than conclusive evidence. Therefore, an audit cannot guarantee that all material misstatements have been detected.

We performed procedures to assess whether in all material respects the financial report presents fairly, in accordance with generally accepted accounting policies, a view that is consistent with our understanding of the association's financial position, and of its performance as represented by the results of its operations.

We formed our audit opinion on the basis of these procedures, which included:

- examining, on a test basis, information to provide evidence supporting the amounts and disclosures in the financial report; and
- assessing the appropriateness of the disclosures used and the reasonableness of significant accounting estimates made by the association.

While we considered the effectiveness of management's internal controls over financial reporting when determining the nature and extent of our procedures, our audit was not designed to provide assurance on internal controls.

We performed procedures to assess whether the substance of business transactions was accurately reflected in the financial report. These and our other procedures did not include consideration or judgement of the appropriateness or reasonableness of the business plans or strategies adopted by the management of the association.

Independence

In conducting our audit, we have complied with the Independence requirements of Australian professional ethical pronouncements.

Audit Opinion

In our opinion, the financial report of the International Association for Public Participation presents fairly, in all material respects, the financial position of the International Association for Public Participation as at 31 December 2008 and of its financial performance as represented by the results of its operations for the year then ended in accordance with generally accepted accounting policies.

Emphasis of Matter

Without qualification to the opinion expressed above, we draw attention to the Statement of Financial Position. The International Association for Public Participation had a prior year correction as at 31 December 2008, to its equity position of \$4,062 which resulted from an unexplained variance between the opening cheque account balance from the published 31 December 2007 Annual Report and the opening cheque account balance as at 1 January 2008, per the Association's financial package.

NOT-FOR-PROFIT ACCOUNTING SPECIALISTS

A PETERSEN
Principal

Dated: 20th July 2009.....

International Association for Public Participation

Statement of Revenues and Expenses for the year ended 31 December 2008

Revenues	2008	2007
Membership dues	139,410	142,638
Conference income	-	234,038
Training income	299,018	338,167
Other operating income	9,112	29,721
Total Income	\$447,540	\$744,564
Expenses		
Administrative and general	207,103	81,709
Annual conference	27,129	175,884
Board expenses	51,527	58,773
Communications	21,764	36,701
Core Values awards	522	1,447
Membership	6,440	28,538
Contractor Expenses	89,854	-
Research	-	12,703
Training	154,139	132,992
Total Expenses	\$558,478	\$528,747
Net Revenue / Deficit	\$(110,938)	\$215,817

International Association for Public Participation

Statement of Financial Position as at 31 December 2008

Assets	2008	2007
Current Asset		
Checking Account	26,016	39,391
Savings Accounts	108,295	207,382
Restricted Funds	1,073	5,487
Total Assets	\$135,384	\$252,260
Liabilities		
Total Liabilities	-	-
Equity		
Opening balance	252,260	36,443
Prior year adjustments	(5,938)	-
Net revenue / deficit current year	(110,938)	215,817
Total Equity	\$135,384	\$252,260

2009 Board of Directors

Geoff Fagan (resigned February 2009)	President <i>Glasgow, Scotland, UK</i>
Anne Pattillo	Vice President President commencing February 2009 <i>Wellington, New Zealand</i>
Desley Renton	President Elect <i>Brisbane, QLD, Australia</i>
Terry Koch	Treasurer <i>Calgary, AB, Canada</i>
Anne Carroll	Secretary <i>St. Paul, MN, USA</i>
Stephani Roy McCallum	Past President <i>Ottawa, ON, Canada</i>
Mitch Bishop	Director <i>Las Vegas, NV, USA</i>
Stephanie Boone-Shaw	Director <i>Belchamp, MD, USA</i>
Lyn Carson	Director <i>Sydney, NSW, Australia</i>
Leo Dillman	Director <i>Halifax, NS, Canada</i>
Deborah Eastlick	Director <i>Calgary, AB, Canada</i>
John Godec	Director <i>Phoenix, AZ, USA</i>
Joana Janiw	Director <i>Paris, France</i>
Amelia Shaw	Director <i>Vancouver, BC, Canada</i>
Gale Simpson	Training Director <i>Calgary, AB, Canada</i>
Kimbra White	Director, Australasian Affiliate Representative <i>Melbourne, VIC, Australia</i>
Geoff Wilson	Director <i>Halifax, NS, Canada</i>



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