

Rural Municipal Administrators' Association

Balance Sheet As at 31/10/2025

ASSET

Current Assets

CASH: SARM High Interest Savi...	400,000.00
CASH - Fast Track Account	10,332.03
CASH - Bank Balance	29,853.50
Term Deposits	34,555.86

TOTAL CASH 474,741.39

INVESTMENTS

Other Investments	5.00
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TOTAL INVESTMENTS 5.00

ACCOUNTS RECEIVABLE

Accounts Receivable	78.58
General Accounts Receivable	100.00

TOTAL ACCOUNTS RECEIVAB... 178.58

PREPAID EXPENSES

Prepaid Expenses	10,000.00
Prepaid Expenses	2,398.90

TOTAL PREPAID EXPENSES 12,398.90

OFFICE EQUIPMENT

Filing Cabinets	1,832.53
Accum Amort - Furniture & Fixtur...	-1,403.18
Lap Top Computers & Accessories	3,868.32
Accum Amort - Computer & Acce...	-3,381.46

TOTAL OFFICE EQUIPMENT 916.21

TOTAL ASSET 488,240.08

LIABILITY

CURRENT LIABILITIES

Deferred Revenue	600.00
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TOTAL CURRENT LIABILITIES 600.00

TOTAL LIABILITY 600.00

EQUITY

SURPLUS

Retained Earnings - Previous Year	477,363.02
Current Surplus	10,277.06

SURPLUS 487,640.08

TOTAL EQUITY 487,640.08

LIABILITIES AND EQUITY 488,240.08

Rural Municipal Administrators' Association

Income Statement 01/01/2025 to 31/10/2025

REVENUE

MEMBERSHIPS

Active Membership Fees	125,587.50
Associate Membership Fees	16,887.50
TOTAL MEMBERSHIPS	142,475.00

INVESTMENT INCOME

Interest on Term Deposits	1,811.38
TOTAL INVESTMENT INCOME	1,811.38

CONVENTION INCOME

Admin Tour - Registration Fees	5,060.00
Convention Registration	35,150.00
Golf Fees	9,570.00
Commercial Sponsorships	23,700.00
Gang of Three Sponsorship	3,000.00
Trade Show Booths	16,000.00
TOTAL CONVENTION INCOME	92,480.00

SUNDRY INCOME

Workshop Fund Revenue	28,850.00
Workshop Fund - Urban	4,445.83
Interest Revenue	6,253.55
TOTAL SUNDRY INCOME	39,549.38

BOARD OF EXAMINERS

Fees - C Certificates	6,650.00
Fees - A Certificates	11,900.00
Fees - Superior A Certificates	2,100.00
Acting Permit Fee	2,600.00
TOTAL BOARD OF EXAMNER...	23,250.00

TOTAL REVENUE 299,565.76

EXPENSE

ADMINISTRATION

Audit		3,496.50
Bank Service Charges		515.00
Certificate/Awards/Pins		32.98
Curling Expense		255.43
Salary - Executive-Director	31,462.70	
CPP Expense	2,327.30	
EI Expense	1,179.77	
MEPP Expense	4,047.90	
Total Employee Deductions		39,017.67
Fraternal Delegates Expense		3,947.55
RMAA President Honorarium		3,757.00
Insurance & Bond		5,654.04
Lou Jacobs Award Expense		400.00
Postage		176.44
Public Relations Expense		3,230.10
Stationery & Supplies		734.02
Telephone		712.12
Website Maintenance		2,025.75
Workers' Compensation Board L...		124.05
Career Fair Expense		1,318.64
Misc Costs & Asset Management		2,018.61
Workshop Fund - Expense		14,486.11
TOTAL ADMINISTRATION		81,902.01

BOARD MEETING AND TRAVEL

Printed On: 03/11/2025

Rural Municipal Administrators' Association Income Statement 01/01/2025 to 31/10/2025

Executive Board Meetings		23,249.19
Committee Meetings		7,169.61
Divisional Meetings		4,191.11
Workshop Fund - Director Expen...		1,868.80
TOTAL MEETING & TRAVEL E...		<u>36,478.71</u>
CONVENTION EXPENSE		
Golf		13,880.59
Admin on the Go Tour		4,856.65
Visiting Fraternal Delegate Expe...		2,079.88
Monday Social	5,823.59	
Coffee/Juice Service	7,977.32	
Audio/Visual Service	19,838.75	
Tuesday Luncheon	18,198.70	
Wednesday Noon Luncheon	14,318.18	
Convention Nutrition Breaks	8,935.06	
Hospitality Suite	1,084.86	
Trade Show Expenses	504.00	
Total Hotel Costs		76,680.46
Door Prizes		694.50
Printing/Postage/Stationery		736.50
Seminars & Speakers		1,575.65
Misc. Convention Expense		25,379.70
TOTAL CONVENTION EXPENSE		<u>125,883.93</u>
TSS PROGRAM		
AMP Designated Advisor Salary		9,211.37
AMP Coordinator Salary		4,166.70
TOTAL TSS EXPENSE		<u>13,378.07</u>
BOARD OF EXAMINERS		
Board Member Travel		251.00
Board Secretary Services		13,484.00
Supplies and Stationery		381.06
Phone, Postage & Courier		390.60
Office Inspection Services		16,637.32
Training		502.00
TOTAL BOARD OF EXAMINER...		<u>31,645.98</u>
TOTAL EXPENSE		<u>289,288.70</u>
NET INCOME		<u>10,277.06</u>

Rural Municipal Administrators' Association Trial Balance As at 31/10/2025

Ac...	Account Description	Debits	Credits
1105	CASH: SARM High Interest Savi...	400,000.00	-
1108	CASH - Fast Track Account	10,332.03	-
1110	CASH - Bank Balance	29,853.50	-
1170	Term Deposits	34,555.86	-
1210	Other Investments	5.00	-
1304	Accounts Receivable	78.58	-
1305	General Accounts Receivable	100.00	-
1420	Prepaid Expenses	10,000.00	-
1450	Prepaid Expenses	2,398.90	-
1505	Filing Cabinets	1,832.53	-
1506	Accum Amort - Furniture & Fixtur...	-	1,403.18
1515	Lap Top Computers & Accessories	3,868.32	-
1516	Accum Amort - Computer & Acce...	-	3,381.46
2010	Deferred Revenue	-	600.00
3560	Retained Earnings - Previous Year	-	477,363.02
4005	Active Membership Fees	-	125,587.50
4010	Associate Membership Fees	-	16,887.50
4205	Interest on Term Deposits	-	1,811.38
4305	Admin Tour - Registration Fees	-	5,060.00
4307	Convention Registration	-	35,150.00
4310	Golf Fees	-	9,570.00
4315	Commercial Sponsorships	-	23,700.00
4317	Gang of Three Sponsorship	-	3,000.00
4320	Trade Show Booths	-	16,000.00
4405	Workshop Fund Revenue	-	28,850.00
4406	Workshop Fund - Urban	-	4,445.83
4440	Interest Revenue	-	6,253.55
4605	Fees - C Certificates	-	6,650.00
4610	Fees - A Certificates	-	11,900.00
4615	Fees - Superior A Certificates	-	2,100.00
4620	Acting Permit Fee	-	2,600.00
5005	Audit	3,496.50	-
5010	Bank Service Charges	515.00	-
5020	Certificate/Awards/Pins	32.98	-
5035	Curling Expense	255.43	-
5040	Salary - Executive-Director	31,462.70	-
5045	CPP Expense	2,327.30	-
5050	EI Expense	1,179.77	-
5055	MEPP Expense	4,047.90	-
5065	Fraternal Delegates Expense	3,947.55	-
5070	RMAA President Honorarium	3,757.00	-
5080	Insurance & Bond	5,654.04	-
5090	Lou Jacobs Award Expense	400.00	-
5095	Postage	176.44	-
5100	Public Relations Expense	3,230.10	-
5105	Stationery & Supplies	734.02	-
5110	Telephone	712.12	-
5112	Website Maintenance	2,025.75	-
5114	Workers' Compensation Board L...	124.05	-
5120	Career Fair Expense	1,318.64	-
5140	Misc Costs & Asset Management	2,018.61	-
5180	Workshop Fund - Expense	14,486.11	-
5205	Executive Board Meetings	23,249.19	-
5210	Committee Meetings	7,169.61	-
5215	Divisional Meetings	4,191.11	-
5220	Workshop Fund - Director Expen...	1,868.80	-
5305	Golf	13,880.59	-
5308	Admin on the Go Tour	4,856.65	-
5310	Visiting Fraternal Delegate Expe...	2,079.88	-
5315	Monday Social	5,823.59	-
5320	Coffee/Juice Service	7,977.32	-
5325	Audio/Visual Service	19,838.75	-
5330	Tuesday Luncheon	18,198.70	-
5332	Wednesday Noon Luncheon	14,318.18	-

Printed On: 03/11/2025

**Rural Municipal Administrators' Association
Trial Balance As at 31/10/2025**

<u>Ac...</u>	<u>Account Description</u>	<u>Debits</u>	<u>Credits</u>
5335	Convention Nutrition Breaks	8,935.06	-
5340	Hospitality Suite	1,084.86	-
5348	Trade Show Expenses	504.00	-
5355	Door Prizes	694.50	-
5360	Printing/Postage/Stationery	736.50	-
5365	Seminars & Speakers	1,575.65	-
5370	Misc. Convention Expense	25,379.70	-
5510	AMP Designated Advisor Salary	9,211.37	-
5515	AMP Coordinator Salary	4,166.70	-
5610	Board Member Travel	251.00	-
5613	Board Secretary Services	13,484.00	-
5625	Supplies and Stationery	381.06	-
5630	Phone, Postage & Courier	390.60	-
5640	Office Inspection Services	16,637.32	-
5645	Training	502.00	-
		<u>782,313.42</u>	<u>782,313.42</u>

Rural Municipal Administrators' Association

Purchases Journal 01/09/2025 to 31/10/2025

		Account Number	Account Description	Debits	Credits
22/09/2025	J1110	11767, FratDel,CommDivBd, Amanda Baumgartner			
		5065	Fraternal Delegates Expense	1,489.45	-
		5205	Executive Board Meetings	1,125.28	-
		5215	Divisional Meetings	723.88	-
		1110	CASH - Bank Balance	-	3,338.61
22/09/2025	J1111	11768, BdMeetings, Guy Lagrandeur			
		5205	Executive Board Meetings	1,490.81	-
		1110	CASH - Bank Balance	-	1,490.81
22/09/2025	J1112	11769, BdMeeting, Jill Palichuk			
		5205	Executive Board Meetings	1,045.67	-
		1110	CASH - Bank Balance	-	1,045.67
22/09/2025	J1113	11770, BDMtg,InterviewsComm, Michelle Buechler			
		5065	Fraternal Delegates Expense	1,278.40	-
		5205	Executive Board Meetings	1,827.92	-
		5210	Committee Meetings	400.00	-
		1110	CASH - Bank Balance	-	3,506.32
22/09/2025	J1114	11771, BdMtg,Div,Comm, Jan McCann			
		5205	Executive Board Meetings	1,037.92	-
		5215	Divisional Meetings	1,136.83	-
		1110	CASH - Bank Balance	-	2,174.75
22/09/2025	J1115	11772, BdMtgDivComm, Joan Babecy			
		5205	Executive Board Meetings	1,122.70	-
		5215	Divisional Meetings	740.00	-
		1110	CASH - Bank Balance	-	1,862.70
22/09/2025	J1116	11773, BdMtg,Interviews,Div, Raylene Checkley			
		5205	Executive Board Meetings	1,566.62	-
		5210	Committee Meetings	400.00	-
		5215	Divisional Meetings	502.60	-
		1110	CASH - Bank Balance	-	2,469.22
22/09/2025	J1117	11774, BdMtg,Interviews, Sheila Keisig			
		5205	Executive Board Meetings	1,193.78	-
		5210	Committee Meetings	200.00	-
		1110	CASH - Bank Balance	-	1,393.78
22/09/2025	J1118	11775, BdMtg,Div,Comm, Jaime Orr			
		5205	Executive Board Meetings	790.45	-
		5215	Divisional Meetings	714.80	-
		1110	CASH - Bank Balance	-	1,505.25
22/09/2025	J1119	11776, DivBdMtg, Trent Sim			
		5205	Executive Board Meetings	895.00	-
		5215	Divisional Meetings	373.00	-
		1110	CASH - Bank Balance	-	1,268.00
26/09/2025	J1123	EFT, SeptIntemer2025, Sask Tel			
		5110	Telephone	73.22	-
		1110	CASH - Bank Balance	-	73.22
26/09/2025	J1124	EFT, SeptPayroll2025, Receiver General			
		5045	CPP Expense	465.46	-
		5050	EI Expense	176.90	-
		5056	Income Tax Expense	750.00	-
		1110	CASH - Bank Balance	-	1,392.36
26/09/2025	J1125	ETransfer, SeptBOEAMPPostage, Jill Palichuk			
		5515	AMP Coordinator Salary	416.67	-
		5613	Board Secretary Services	1,348.40	-
		5630	Phone, Postage & Courier	130.20	-

Rural Municipal Administrators' Association
Purchases Journal 01/09/2025 to 31/10/2025

		Account Number	Account Description	Debits	Credits
		1110	CASH - Bank Balance	-	1,438.92
		5045	CPP Expense	-	62.88
		5050	EI Expense	-	22.11
		5055	MEPP Expense	-	121.36
		5056	Income Tax Expense	-	250.00
26/09/2025	J1126	EFT, SeptMEPP2025, Municipal Employees Pension Plan			
		5055	MEPP Expense	809.58	-
		1110	CASH - Bank Balance	-	809.58
26/09/2025	J1127	11777, SeptSal/BdMtgExp2025, Rose Zimmer			
		5040	Salary - Executive-Director	3,146.27	-
		5205	Executive Board Meetings	1,257.92	-
		1110	CASH - Bank Balance	-	3,399.31
		5045	CPP Expense	-	169.85
		5050	EI Expense	-	51.60
		5055	MEPP Expense	-	283.43
		5056	Income Tax Expense	-	500.00
29/09/2025	J1129	Etransfer, DivMtgBOE2025, Lori McDonald			
		5645	Training	502.00	-
		1110	CASH - Bank Balance	-	502.00
26/09/2025	J1131	EFT, 20250926, RM of Lake of The Rivers No. 72			
		5120	Career Fair Expense	119.29	-
		1110	CASH - Bank Balance	-	119.29
30/09/2025	J1132	ETransfer, CFair2025, Tammy Franks			
		5120	Career Fair Expense	256.10	-
		1110	CASH - Bank Balance	-	256.10
30/09/2025	J1133	Etransfer, CFair2025, Shanese Mielke			
		5120	Career Fair Expense	200.00	-
		1110	CASH - Bank Balance	-	200.00
01/10/2025	J1137	AutoWithdrawSOct25, BoardRoomRental, Collabria Credit Card c/o Prairie Centre Credit Un.			
		5205	Executive Board Meetings	244.20	-
		1110	CASH - Bank Balance	-	244.20
08/10/2025	J1140	Etransfer, RefundOPayMem, Pam Holliday			
		4005	Active Membership Fees	425.00	-
		1110	CASH - Bank Balance	-	425.00
08/10/2025	J1141	Etransfer, 2703, Keepsake Creative			
		5100	Public Relations Expense	3,230.10	-
		1110	CASH - Bank Balance	-	3,230.10
27/10/2025	J1149	11779, OctSal/Comm2025, Rose Zimmer			
		5040	Salary - Executive-Director	3,146.27	-
		5210	Committee Meetings	583.21	-
		1110	CASH - Bank Balance	-	2,724.60
		5045	CPP Expense	-	169.85
		5050	EI Expense	-	51.60
		5055	MEPP Expense	-	283.43
		5056	Income Tax Expense	-	500.00
27/10/2025	J1150	EFTOct25, OctDeductions2025, Receiver General			
		5045	CPP Expense	465.46	-
		5050	EI Expense	176.90	-
		5056	Income Tax Expense	750.00	-
		1110	CASH - Bank Balance	-	1,392.36
27/10/2025	J1151	EFTOct2025, OctMEPP, Municipal Employees Pension Plan			
		5055	MEPP Expense	809.58	-
		1110	CASH - Bank Balance	-	809.58

Rural Municipal Administrators' Association
Purchases Journal 01/09/2025 to 31/10/2025

	<u>Account Number</u>	<u>Account Description</u>	<u>Debits</u>	<u>Credits</u>
27/10/2025	J1152	ETransfetOct25, BOE/AMP/SALCOMM, Jill Palichuk		
	5210	Committee Meetings	1,011.42	-
	5515	AMP Coordinator Salary	416.67	-
	5613	Board Secretary Services	1,348.40	-
	1110	CASH - Bank Balance	-	2,320.14
	5045	CPP Expense	-	62.88
	5050	EI Expense	-	22.11
	5055	MEPP Expense	-	121.36
	5056	Income Tax Expense	-	250.00
27/10/2025	J1153	OnlineOct25, OctInternet, Sask Tel		
	5110	Telephone	73.22	-
	1110	CASH - Bank Balance	-	73.22
31/10/2025	J1172	EtransferNov12025, FallBOE25, Lori McDonald		
	5640	Office Inspection Services	3,327.74	-
	1110	CASH - Bank Balance	-	3,327.74
			<u>45,715.29</u>	<u>45,715.29</u>