

CPTNB 2013 OPERATING BUDGET REPORT TO AGM

Approved by Council

Item	2012 Approved	2012 Actual *	2013 Approved	Comments / Details
				*2012=non-audited/adjusted totals
Accounting	1600	1600	1800	Monthly accounting; external contract
Alliance	7500	7650	7400	Membership in national regulatory network.
Audit	2200	2150	2400	Financial Review by Chartered Accountant.
Bank Charges	210	250	300	Regular charges
Book Prize	300	300	300	Jean McAloney Prize to Dalhousie University
Copying/Printing	1500	1000	1500	Member materials, correspond. (e.g. annual renewals, AGM)
Communications	5,000	4200	5000	Telephone, fax, internet, web, e-mail maintenance
Insurance	1700	1589	1700	Directors' Liability & Office insurance
Legal	3000	4670 ⁽¹⁾	4000	Legislation & General Advice (potential Complaints & Discipline costs are covered from reserves as/if needed)
Meetings/Travel/Events and Stakeholder Collaboration	6000	6340	7200	Council, Registrar, Committees, Alliance, Group 2 and other, Provisional registrants' evaluations. This "catch all" category includes all types of meeting invitations, regulatory work and activities inc. government meetings, members' meetings, etc.
Miscellaneous	100	50	200	Unanticipated/unallocated items
Office rent/parking	8500	8100	8500	Monthly rent; new rate applied Jan 1/13
Postage	1500	1500	1700	Rates increased again in 2013; allows for 2 general mailings per yr. plus regular correspondence, new registrations, C&D.
Per Diem/Loss of Income & Honoraria?	500	0	2000	Salary replacement when on CPTNB duty (e.g. Council, Practice evaluators) NEW: To seek member approval of an Honoraria for Council/Committee members.
Supplies/equipment	2000	1200	4000	Regular supplies, office maintenance NEW: replacement PC required.
Translation	5000	4800	5000	Regular & Special projects (e.g. practice bulletins/billing standard & guides, rules, legal correspondence, web site)
Salaries and Project Contracts	119,400	118,000	120,000	(i) Two FTE staff salaries, benefits, employer share of gov't remittances. (ii) Second phase of - membership data base (MMDB) to eventually include capacity for online self-registration by members, secure access by members to their own data, and possibly e-payment options.
In 2013 potential Reserves allocations				CPTNB Council has committed to building our long-term Reserves since they have been too low for many years. Their discretionary authority to adjust the budget may be exercised in the event of unplanned expenses.
Total	166,210	163,399	173,000	
PROJECTED REVENUE (not adjusted per audit, accruals, etc.)				Comments/Details
A. Registration Fees	157,570	A+B 165,365	A+B 175,000	Est.: 502 active, 21 inactive, 5 new/reinst., 80 private practices
B. Investment Interest	3000	3000	3000	Only secure, redeemable investments are permitted
C. Sales, Grants(#)	3000	Inc. above	Inc. above	Ads, e-mails, licence verifications, misc. admin. charges
Total	163,570	168,365	178,000	CPTNB is in year 2 of the approved five year plan for yearly annual renewal fee increases of \$25. through 2016; other revenues increases are also anticipated in an attempt to strengthen our fiscal position.
Revenue-Expenses	-2,640	+4966	+5000	

⁽¹⁾ Includes legal counsel for non-budgeted Complaints & Discipline costs of approx. \$1300.