



Ataway Inspired Ltd.

2304-1115 9 St SW
Calgary AB T2R 1C4
Office: 403-634-4271
Support@attawayinspiredltd.com

Management Report

Review of :
Palliser District Teachers' Convention Association
Fiscal Year End June 30, 2023

Completed:
September 13, 2023



Attaway Inspired Ltd.

2304-1115 9 St SW

Calgary AB T2R 1C4

Office: 403-634-4271

Support@attawayinspiredltd.com

Palliser District Teachers' Convention

Association

Calgary, AB

Date: September 13, 2023

Re: June 2023 Financial Review

To The Board of Trustees,

We have reviewed the financial documents provided by Palliser Convention, which consisted of a Profit and Loss, Balance Sheet as of June 30, 2023, bank statements, cheques with the supporting documentation, detailed transaction listing and asset spreadsheet.

Our responsibility is to express an opinion based on the review of the information provided to us. We have found that the asset spreadsheet and supporting documentation appears reasonable. Bank statements and cheques have been reviewed, and we found them to match the information found in the QuickBooks reconciliation provided.

Review questions were all given satisfactory answers and no further queries are outstanding. Therefore, I feel confident in finalizing my review.

If additional assistance and clarification are required, please do not hesitate in contacting us.

Kind Regards,

Lisa Hazlett

Business Support Manager

Palliser Convention Profit & Loss Budget vs. Actual July 2022 through June 2023

	Jul '22 - Jun 23	Budget
Income		
ASSET SALE/DISPOSAL	50.00 ✓	
CONVENTION REGISTRATION FEES	378,395.20 ✓	375,000.00
EXHIBITOR FEES	53,832.08 ✓	60,000.00
INVESTMENT INCOME	630.45 ✓	550.00
MISCELLANEOUS	0.00 ✓	200.00
REBATES	5,157.31 ✓	3,500.00
SPONSORSHIPS/DONATIONS	0.00 ✓	1.00
SUPPLEMENTARY REGISTRATION FEES	1,457.41 ✓	500.00
Total Income	439,522.45	439,751.00
Gross Profit	439,522.45	439,751.00
Expense		
1 PLANNING		
Bank Charges	175.00 ✓	200.00
Bank charges - paypal	656.67 ✓	1,400.00
Conference	0.00 ✓	1,500.00
Depreciation/amortization	7,143.99 ✓	7,000.00
Equipment Repairs	121.79 ✓	1,500.00
Gifts	711.53 ✓	1,000.00
Honoraria	12,488.81 ✓	7,000.00
Honoraria Contract Exec Assist	26,500.00 ✓	26,500.00
Honoraria Executive	13,856.06 ✓	13,500.00
Meetings	52,070.37 ✓	36,000.00
Professional fees	800.00 ✓	1,000.00
Provincial Meetings net	72.92 ✓	1,000.00
Release Time	4,736.60 ✓	7,000.00
Stationery supplies print post	4,991.90 ✓	3,000.00
Summer conference net	1,225.45 ✓	1,000.00
Telephone Fax Internet	5,168.10 ✓	5,500.00
Webhosting	3,941.15 ✓	3,700.00
Total 1 PLANNING	134,660.34	117,800.00
2 CONVENTION EVENT		
Advertising/promotion/publicity	2,246.42 ✓	2,000.00
Audio visual	103,348.10 ✓	100,000.00
Convention board member expense	20,403.69 ✓	20,000.00
Exhibit costs	70,916.00 ✓	60,000.00
Facility rental	56,772.55 ✓	61,000.00
Facility Wifi	1,208.00 ✓	1,000.00
Social events		
Luncheons	10,547.40 ✓	11,000.00
Orientation Meeting	6,526.20 ✓	7,800.00
Welcome breakfast New Delegates	0.00 ✓	3,000.00
Total Social events	17,073.60	21,800.00
Speaker costs		
Expenses	24,403.67 ✓	22,000.00
Fees honoraria gifts	95,263.36 ✓	110,000.00
Speaker Substitute costs	711.97 ✓	1,000.00
Total Speaker costs	120,379.00	133,000.00
Total 2 CONVENTION EVENT	392,347.36	398,800.00
Total Expense	527,007.70	516,600.00
Net Income	-87,485.25	-76,849.00

Palliser Convention
Balance Sheet
 As of June 30, 2023

	Jun 30, 23	
ASSETS		
Current Assets		
Chequing/Savings CREDIT UNION	301,113.71	✓ <i>l</i>
Total Chequing/Savings	301,113.71	
Accounts Receivable Accounts Receivable	627.99	✓ <i>l</i>
Total Accounts Receivable	627.99	
Other Current Assets		
CREDIT UNION SHARES	327.21	✓ <i>l</i>
PREPAID CONVENTION EXPENSES		
2024 Le May Doan	5,250.00	✓
Prepaid Fairmont Pall 2021-23	1,000.00	✓
Prepaid Fairmont Palliser 2024	1,000.00	✓
Prepaid Fairmont Palliser 2025	1,000.00	✓
Prepaid Hyatt Rent 2024	3,000.00	✓
Prepaid Hyatt Rent 2025	3,000.00	✓
Prepaid Telus Rent 2024	5,000.00	✓
Prepaid Webhosting	2,288.48	✓
Total PREPAID CONVENTION EXPENSES	21,538.48	✓ <i>l</i>
Total Other Current Assets	21,865.69	
Total Current Assets	323,607.39	
Fixed Assets		
ACCUMULATED DEPRECIATION	-12,843.10	✓
CAPITAL ASSETS	22,648.10	✓
Total Fixed Assets	9,805.00	✓ <i>l</i>
TOTAL ASSETS	333,412.39	
LIABILITIES & EQUITY		
Liabilities		
Current Liabilities		
Other Current Liabilities		
DEFERRED REVENUE		
2024 Pre-Paid Booth Revenue	7,906.00	✓ <i>l</i>
Total DEFERRED REVENUE	7,906.00	
GST/HST Payable	40.00	✓ <i>l</i>
Total Other Current Liabilities	7,946.00	
Total Current Liabilities	7,946.00	
Total Liabilities	7,946.00	
Equity		
Surplus 2022 06 30	412,951.64	✓ <i>l</i>
Net Income	-87,485.25	✓
Total Equity	325,466.39	
TOTAL LIABILITIES & EQUITY	333,412.39	✓ <i>l</i>