



# GOVERNMENT FINANCE OFFICERS ASSOCIATION Of The United States and Canada

## Alberta Chapter - Policies

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### MEMBERSHIP FEES

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NUMBER: 002

EFFECTIVE DATE: June 10, 1999

AMENDED DATE: September 18, 2009

REVIEWED DATE: September 18, 2009

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#### GENERAL POLICY

The membership fee structure of the Alberta Chapter of the GFOA is established with a number of objectives in mind.

- 1) Growth in membership. The fee structure should encourage added memberships in existing municipalities and foster new memberships.
- 2) Revenue generation. Revenues must be at a level that supports the new initiatives established in the Business Plan.
- 3) Equitable fees between municipalities. The fees should be based on size of municipality and ability to pay which is congruent with the international fee structure.
- 4) Simplicity and ease of administration.

Membership fees for the Alberta Chapter of the GFOA are as follows:

#### Active Members

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Population		Base Fee			Fee for Additional Members	Maximum Membership Fee per Organization
		Per member	Number Included	Minimum Membership Base Fee		
-	2,000	\$25	1	\$25	\$25	\$100
2,001	10,000	\$50	1	\$50	\$40	\$170
10,001	50,000	\$50	3	\$150	\$40	\$350
50,001	150,000	\$50	4	\$200	\$40	\$440
150,001	2,000,000	\$50	6	\$300	\$40	\$860

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## Example

Using New Sampleford as an example, the fees for this organization would be as follows:

New Sampleford has a population of 50,650 and would like to purchase memberships for 14 of their Finance staff. Four members would be included in the base fee of \$200 (4 x \$50). The next 6 members would pay \$40 per member which would be an additional \$240 (6 x \$40) bringing the total membership fee to the maximum of \$440 (\$200 + \$240). The remaining 4 members would be included at no additional cost to the organization.

*If New Sampleford only wanted to register 3 members, the fee would be \$200.*

## Associate Members

- \$50 per person.

## Late Fees

- **All membership fees are for the calendar year and are due prior to January 31 of that year.**
- A flat late fee of \$5.00 per member will be assessed for members registering after January 31, 2010.

## New Members

- The membership fee for new GFOA members will depend on when the application is made for membership.
  - If the membership request is before the annual conference date, a full membership fee will be assessed.
  - If the membership request is after the annual conference, the membership fee will be waived.
  - In both cases, members will be added to the membership list and renewal forms will be sent in the following year at the full membership fee level.

## Honourary Memberships

**The Board may use its discretion to provide honorary memberships on an annual basis.**

## Definitions

Active Member - includes any person employed in the public sector in the province who has governmental accounting or financial responsibility, regardless of their title. The public sector is defined as including:

- local government
- provincial government
- federal government
- public agencies affiliated with local government

Non-voting Active Member - includes any person employed in the public sector (not in the province) who has governmental accounting or financial responsibility, regardless of their title. The public sector is defined as including:

- local government
- provincial government
- federal government
- public agencies affiliated with local government

Associate Member - any person not eligible for active membership who is interested in the principles and practices of governmental finance and who subscribes to the purposes of the Association.

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Member in Good Standing - a person who has paid his/her current year membership fee prior to being involved in an Association vote, decision, or activity; except as provided for under Bylaw Articles No. 6 and No. 7 hereinafter.

Population – the population of the municipality will be defined using the population statistics provided by Alberta Municipal Affairs at the time the membership fee is paid.

### **Review and Amendment Procedures**

The Alberta GFOA's Membership Policy shall be reviewed annually by the Board of Directors in conjunction with budget planning and prior to the Annual General Meeting. The General Membership is required to approve policy changes at the Annual General Meeting (per item 4 of the Alberta GFOA Bylaws).

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