

**MEMBERSHIP FEES**

**NUMBER: 002**

**EFFECTIVE DATE: January 1, 2012**

**AMENDED DATE: December 19, 2018**

**REVIEWED DATE: December 19, 2018**

**GENERAL POLICY**

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

- 1) Fees should encourage finance professionals from all sizes of local governments to join and remain as members.
- 2) The fee structure should encourage maximizing membership. Fees should cover certain administrative cost and contain a formula to allow for annual fee adjustments
- 3) Fees will ensure priority access to GFOA Alberta Conferences, education and training courses.
- 4) Fees should be favourably compared to other competing organizations.
- 5) Growth in membership. The fee structure should encourage added memberships in existing municipalities and foster new memberships.
- 6) Revenue generation. Revenues must be at a level that supports the new initiatives established in the Business Plan.
- 7) 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.
- 8) Simplicity and ease of administration.

2019 Membership fees for the Alberta Chapter of the GFOA are as follows:

**Active Members**

| Population | Base Fee   |                 |                             | Fee for Additional Members | Maximum Membership Fee per Organization |
|------------|------------|-----------------|-----------------------------|----------------------------|---|
|            | Per member | Number Included | Minimum Membership Base Fee |                            |   |
| -          | 2,000      | \$36            | 1                           | \$36                       | \$144                                   |
| 2,001      | 10,000     | \$70            | 1                           | \$58                       | \$244                                   |
| 10,001     | 50,000     | \$87            | 3                           | \$261                      | \$611                                   |
| 50,001     | 150,000    | \$99            | 4                           | \$396                      | \$882                                   |
| 150,001    | 2,000,000  | \$118           | 6                           | \$708                      | \$2,080                                 |

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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 \$396. The next 6 members would pay \$81 per member which would be an additional \$486 (6 x \$81) bringing the total membership fee to the maximum of \$882 (\$396 + \$486). 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 \$396.*

### Associate Members

|                  |       |            |
|------------------|-------|------------|
| AUMA / AAMD&C    | \$110 | Per Person |
| Accounting Firms | \$110 | Per Person |
| Other            | \$110 | Per Person |

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.

### Voting Active Members

|                           |       |            |
|---------------------------|-------|------------|
| Federal Government        | \$110 | Per Person |
| Provincial Government     | \$110 | Per Person |
| Alberta Municipal Affairs | \$75  | Per Person |

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

|   |       |  |
|---|-------|--|
| Out of Province                         | \$105 | Per Person   |
| Retirees from Local Government          | \$25  | Shielded from Revenue Increases                                  |
| Students Interested in Local Government | \$25  | Shielded from Revenue Increases until student status is complete |
| Interns of Municipalities               | \$0   | Fees included with Municipality                                  |

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

### Late Fees

- **All membership fees are for the calendar year and are due prior to March 31 of that year.**

A flat late fee of \$5.00 per member will be assessed for members registering after March 31<sup>st</sup>.

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## 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 instructions will be sent in the following year at the full membership fee level.

## GST

GST will be added to all membership fees.

## Honourary Memberships

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

## Definitions

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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:

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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. The annual membership fee shall be approved by the Board of Directors (per Item 4 of the Alberta GFOA Bylaws).