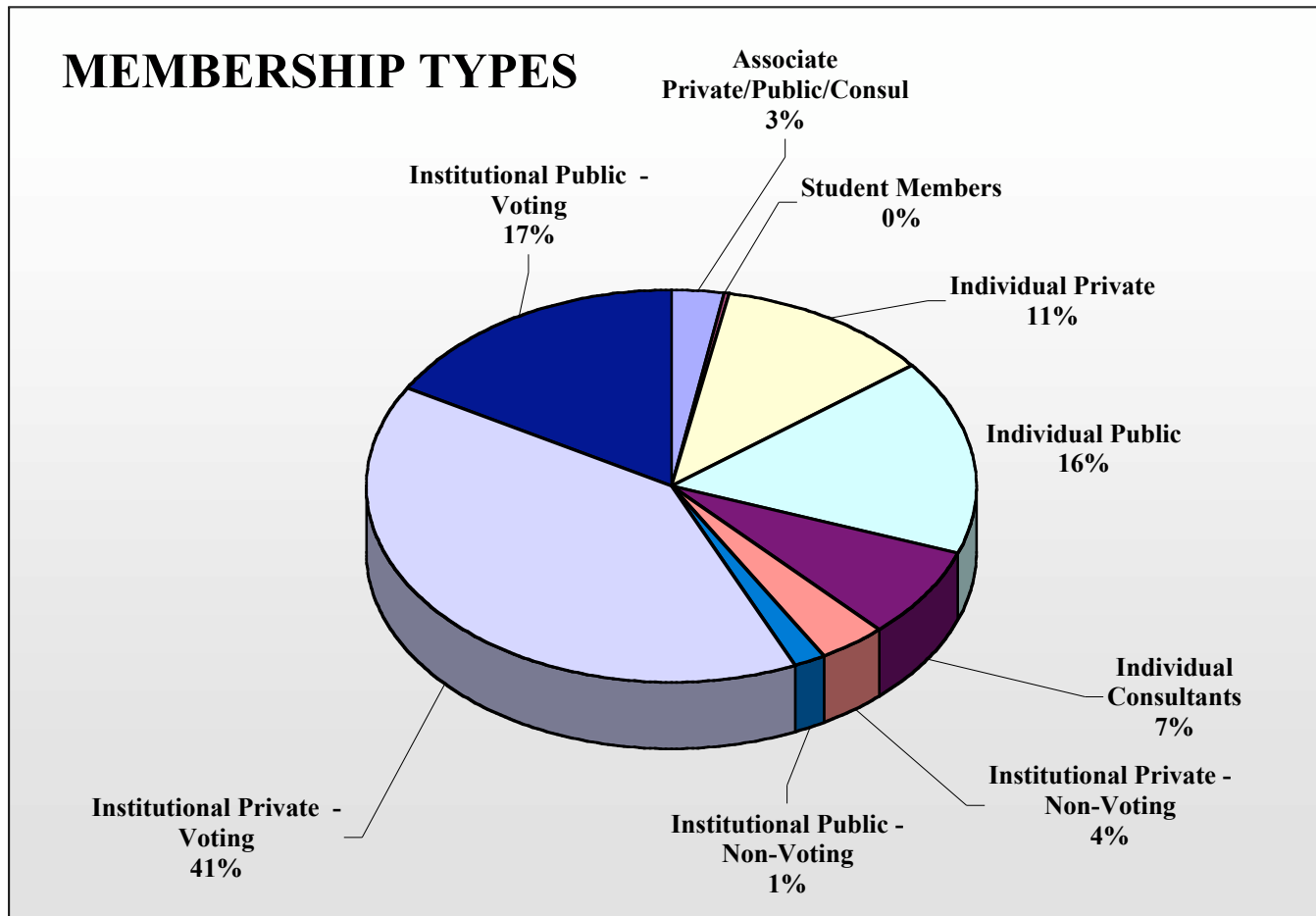




Treasurer's Report AGM 2004

John Lawrence
June 18, 2004

Memberships



Total members: 605



2003-2004 Results

- Budgeted \$76,000 deficit
- President's mandate to balance budget
- Large increase in Site Assessments program over and above projected growth
- Efficient planning of assessor trips provided large reduction in expenses
- Increase in PT applications (20% over budgeted amount)
- Increased CAEAL PT fees Jan/04 per Board approval
- Multiple bankruptcy filings from several member laboratories
- Legal fees related to MOE agreement
- Achieved \$12,500 excess over expenditures



2004 Budget/Actual Variances

	Budget Excess/Deficit to March 31, 2004	Actual Excess/Deficit to March 31, 2004	Variance Excess/Deficit
Proficiency Testing	\$722,770	\$764,170	\$41,400
Site Assessments	51,540	262,618	211,078
Training	98,000	38,809	(59,191)
Projects	46,500	12,645	(33,855)
Memberships	125,700	121,680	(4,020)
Interest	4,000	4,358	358
Salaries	(814,645)	(818,173)	(3,528)
Operating	(309,775)	(373,583)	(63,808)
	(75,910)	\$12,524	\$88,434
	(75,910)	\$12,524	\$88,434

Note: the above excess/deficit amounts do not reflect overhead allocations



2004 Summarized Results by Program

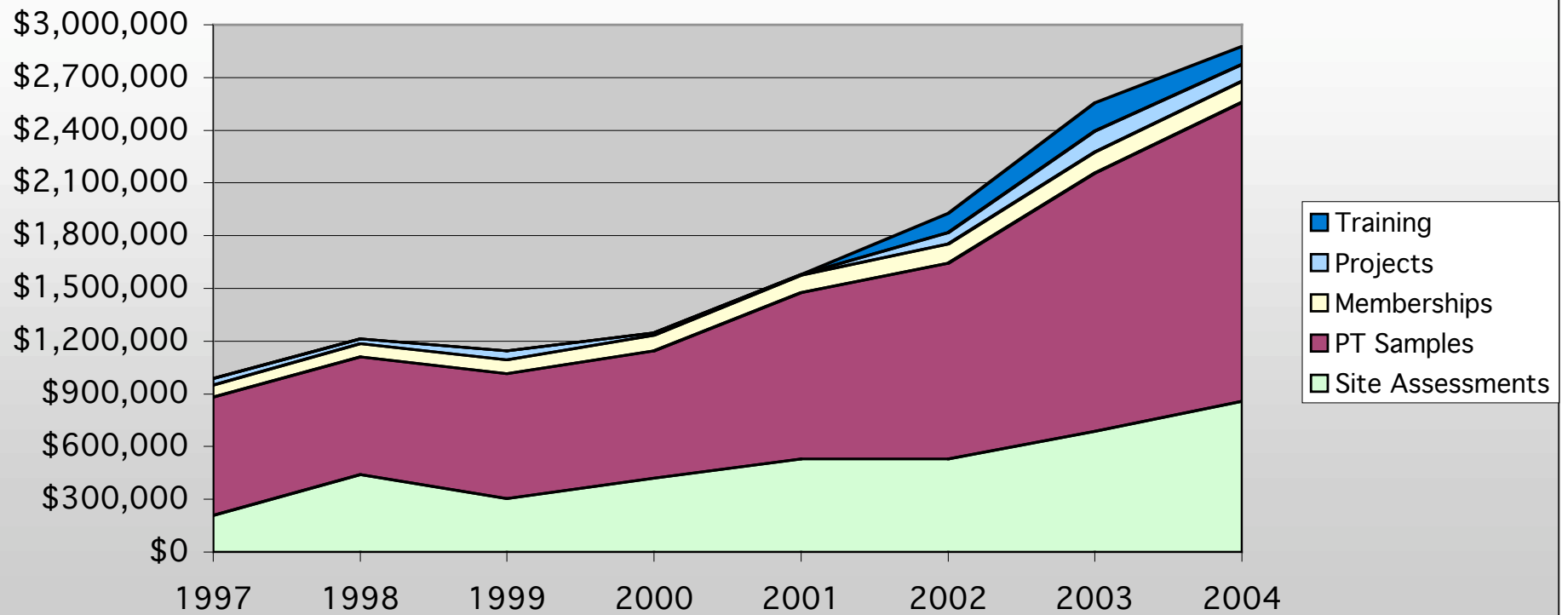
SCHEDULE OF OPERATIONS BY PROGRAM For the Year Ended March 31, 2004

	Proficiency Testing	Site Assessments	Training	International Activities	Administration	Inter-program revenue & expenses	2004 Total
REVENUE	\$1,644,309	\$848,292	\$106,797	\$158,496	\$510,588	(\$384,551)	\$2,883,931
Cost of goods sold	911,400	580,963	76,388	110,902	-		1,679,653
Salaries & benefits	122,746	285,009	60,339	19,024	331,054		818,172
Office expenses	6,034	22,916	4,651	4,243	278,503		316,347
Travel and meetings	8,263	4,055	178	4,326	40,413		57,235
Overhead	84,839	205,928	40,124	10,836	42,824	(384,551)	0
Total expenses	1,133,282	1,098,871	181,680	149,331	692,794	(384,551)	2,871,407
Excess of revenue over expenditures	\$511,027	(\$250,579)	(\$74,883)	\$9,165	(\$182,206)	\$ -	\$12,524

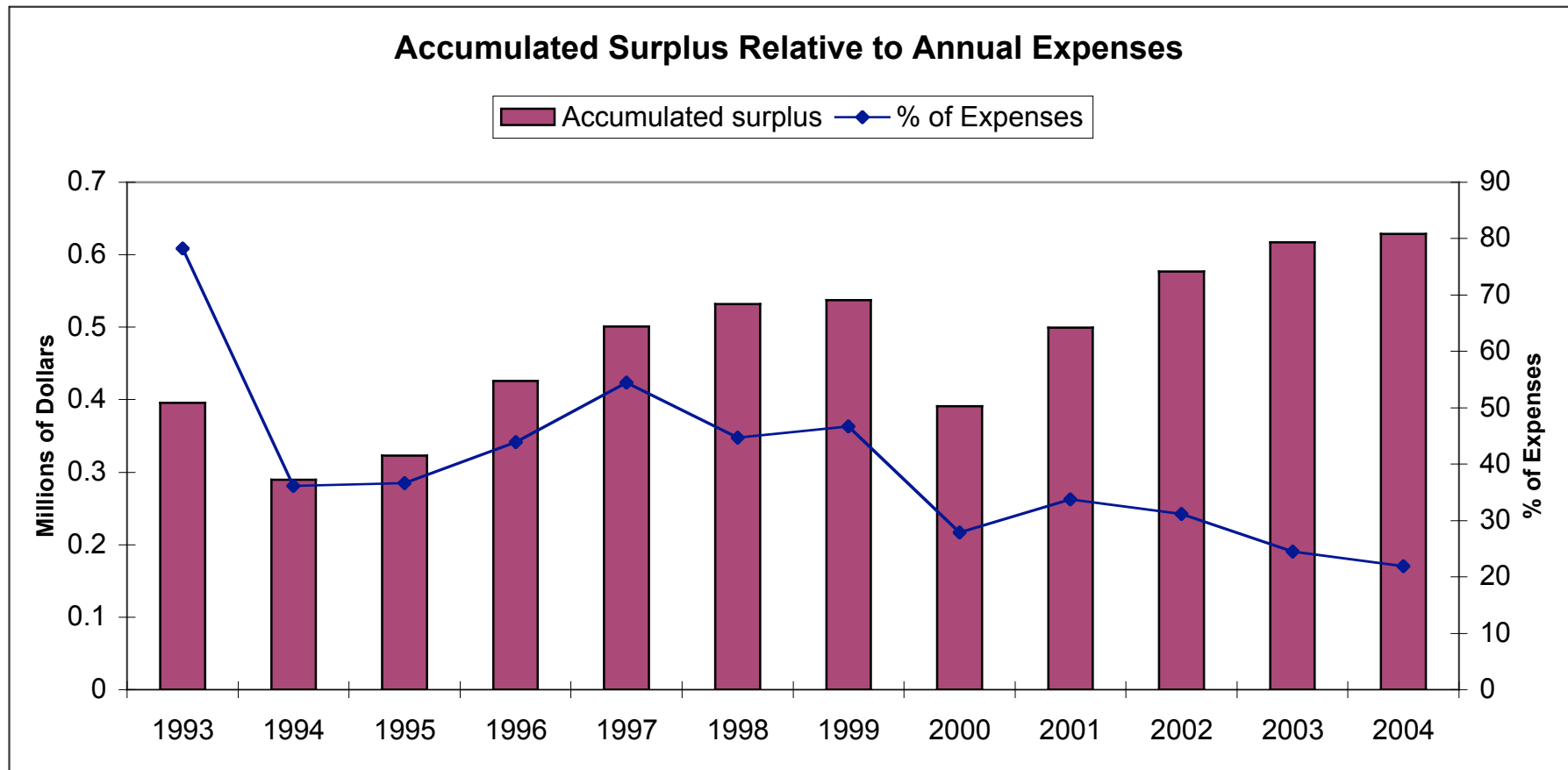
Revenue Trend



1997 - 2004 Revenue Trend



Accumulated Surplus





Economic Value of Volunteer Activity

	Volunteer Position	Total number of volunteers in the past year	Average number of days given by each volunteer in the past year	Total number of volunteer days in the past year	Total Economic Value of Volunteer Activities
1	Board member	14	9	126	\$ 41,076
2	Executive committee members	4	5	18	\$ 5,868
3	Finance committee members	4	1	4	\$ 1,304
4	PALCAN Partners	1	6	6	\$ 1,956
5	President	1	5	5	\$ 1,630
6	Treasurer	1	5	5	\$ 1,630
7	Assessors	99	12	1158	\$ 272,201
8	Lead Assessors	132	0.1	18	\$ 5,738
9	PT Program committee	11	2	24	\$ 7,822
10	SA Advisory Pannel	23	2	39	\$ 12,866
11	Biennial Assessor Training	75	2	150	\$ 35,250
12	CAEAL refresher training	40	1	40	\$ 9,400
13	New assessor CAEAL training	40	5	200	\$ 47,000
14	Policy development	5	5	25	\$ 5,875
15	Int'l participation in lab accreditation discussions	1	4	4	\$ 940
		470		1822	\$ 450,557

Full-time Year-round Job Equivalent	7.6 Full-time year-round jobs
Percent Personnel Value Extended	36% Volunteers extented the value of CAEAL by 36%

In addition, volunteers contributed approximately **\$45,000** in non-reimbursed expenses to CAEAL