

“To understand the evolution of law and society in Alberta is to understand our past...”

The Legal Archives Society of Alberta is your link to this understanding.”

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< **Society Profile**

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The Legal Archives Society of Alberta (LASA) is dedicated to preserving, promoting and understanding the evolution of law and society in Alberta by establishing and preserving a complete and accurate historical record of the legal profession in Alberta. Incorporated under the *Societies Act of Alberta* in 1990, LASA is governed by an independent Board of Directors.

In fulfilment of its mission, LASA operates a legal heritage program and facility for the private sector legal community. LASA’s principle objectives are to:

- preserve the documentary heritage of lawyers, judges, and legal organizations in Alberta
- provide services for the legal community to identify, retain, and use their archival records
- provide source material for legal and public research in the history of law and society in Alberta
- enhance awareness of and celebrate the role of the law in Alberta’s history

LASA’s seven program areas are:

- Archives
- Exhibits and Interpretation
- Research Services
- Records and Archives Consulting
- Legal History Library
- Publications
- Oral History

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< President's Report



The Legal Archives Society of Alberta received some very significant records in the past year including those of the Hon. A. Milton Harradence and the Hon. John W. McClung. These and other records represent an increase of over 400% in volume of archival material donated in 2005 compared to the previous year.

We are pleased that the legal profession continues to choose LASA as its repository for preserving its history. LASA's staff work diligently to provide archival and research services and promote Alberta's legal history through LASA's various programs.

Once again, the Law Society of Alberta provided our core funding. Our annual campaign and the generosity of our donors provided the financial assistance that allowed us to meet our project goals. We would like to thank our donors for making 2005 another successful year for LASA.



Graham Price, Q.C.,
President

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< Executive Director's Report



Although I was on maternity leave for a good portion of the last fiscal year, LASA's operations were passed along to the capable hands of Tanya Barber, who was acting Executive Director and Myrene Hayes, who was the Financial Officer. Brenda McCafferty continued her role as LASA's archivist and had even more responsibilities dealing with increased archival donations and a new transfer agreement with the Law Society of Alberta. Stacy Kaufeld joined LASA in the summer of

2005 to replace Tanya while she is on her maternity leave.

We look forward to developing our programs further in the coming year and working on projects with the Law Society of Alberta to help celebrate their centennial in 2007. Our holdings continue to increase and our finances remain stable. Increased funding will become necessary as our records and demands for our services increase but we continue to meet our objectives and plan for the future.



Kirsten Olson,
Executive Director

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< Key Statistics



Administration and Finances

- received \$110,000 from the Law Society of Alberta in operating grants
- received \$10,235 in special project grants
- received \$23,323 in special project donations
- \$98,034 achieved through annual campaign
- received \$875 in publication sales
- received \$9,559 in Endowment fund income

Archives

- acquired 35 accessions amounting to approximately forty (40) metres of records (an increase of over 400% over the previous year)
- holdings consisted of over 550 metres of records by end of the year

Exhibits and Interpretation

- LASA participated in “Law Day” in Calgary and Edmonton.
- New displays were designed to coincide with the Historical dinners and Theatre Calgary events.
- Displays were updated in Edmonton and Red Deer courthouses
- A new display was placed in the Lougheed House in Calgary
- LASA participates annually in the Archives Society of Alberta virtual exhibit (archivesalberta.org)
- LASA’s website (legalarchivessociety.ab.ca) includes upcoming events and may soon include an exhibit component.

Research Services

- received 137 requests for information

Historical Publications

- LASA’s courthouse book, *Foundations of Justice: Early Courthouses of Alberta* by David Mittelstadt was released in August 2005, published by University of Calgary Press.
- LASA began work with the Law Society 100th Anniversary Book Committee on a book to celebrate the centennial of the Law Society in 2007.

Oral History

- 4 oral histories completed in Edmonton
- 3 oral histories completed in Calgary

Library

- 33 titles were added to the library (over 120 volumes from the estate of Justice John W. McClung have not yet been added to the library).

< Administration and Finances

In 2004/2005, LASA operated on a budget of \$260,000. The Law Society of Alberta provided the core grant of \$110,000.

The audited financial statement includes project grants and expenses and shows that total revenues decreased by 19%. Expenses decreased by 18% so our fund balances at the end of the fiscal year were close to those of the previous year. This was due to funds being raised for the bust project in the previous year which were expenses in that year making the fund balance in the previous year higher than the 2004/2005 fiscal year.

LASA is a registered charity and holds category “A” status under the Cultural Properties Export and Import Act.

Project Funding

For the fiscal year of 2004/2005 LASA received a total of \$33,558 in project funding or commitments from outside sources to fund specific projects.

Archives Society of Alberta

\$3,800 was received from the ASA to prepare records of five law practices to be included on the Archives Society of Alberta website (archivesalberta.org) as part of the Canadian Archival Information Network (CAIN) Project. The records were from the law firms of; MacDonald, Cheeseman, Moore and Atkinson 1910-1969, William Howard 1932-1992, John A. Weir 1972-1976, Wilbur F. Bowker 1929-1999, and Alexander Andrekson 1918-1998.

Canadian Council of Archives

\$6,435 was received from the CCA to process the records of the Calgary John Howard Society which will also be included on the Archives Society of Alberta website (archivesalberta.org) as part of the Canadian Arvhival Information Network (CAIN).

Memorial Bronze Busts

\$23,323 was raised by various donors to commission bronze busts of prominent members of Alberta’s judiciary including; Hon. W.A. McGillivray, Q.C., Hon. H. G. Nolan, Q.C., Hon. J. H. Laycraft, Q.C., and Hon. W. A. Stevenson, Q.C. and Hon. Jack Major, Q.C. and Hon. Ronald Martland, Q.C.

2005 Annual Campaign

The purpose of the annual campaign is to raise funds to cover operating expenses for the current and next fiscal year. Staff and volunteer supporters set out to achieve the 2004/2005 goal of \$90,000 (before expenses) through three major projects: a direct mail campaign, the 2005 Historical Dinners and auctions and an event held with Theatre Calgary. The total of the 2005 campaign was \$98,034.

Direct Mail Campaign

LASA mailed out over 8,500 appeal letters and donor cards to the Alberta legal community in May, 2005. Combined with other contributions throughout the year, the profession responded with \$44,585 in direct donations.

2005 Historical Dinners

Historical dinners were held in both Calgary (September 22nd) and Edmonton (September 29th). Ticket sales for both dinners reached \$24,543 and \$6,300 was raised at the Silent Auctions.

Alberta Legal Heritage Fund

In 1997 LASA established the Alberta Legal Heritage Fund in the Edmonton Community Foundation, The Calgary Foundation and the Medicine Hat Community Foundation. In 1998, funds were established in the Community Foundations of Red Deer, Lethbridge and Grande Prairie. Funds from casinos held in 1998, 1999, 2000, 2002, 2003 and 2004 were also added to the Alberta Legal Heritage Fund in each community. The income from the funds will be used to ensure the future preservation of legal archives in Alberta. In the past year \$9,559 was received in Endowment Income.

Casino

LASA held a charity casino at Casino Calgary on May 11 and 12, 2005. Casino profits are first deposited in a city-wide pool and then distributed. LASA's portion of this profit was not received until after the 2004/2005 fiscal year.

Membership

Membership stood at 212 on October 31, 2005, a decrease from last year's total of 221. Revenue from annual campaign donations for 2004/2005 was \$41,995 an increase from last year's amount of \$40,099. The average donation in 2003/2004 was \$181; in 2004/2005, it was \$198.

Contributions were distributed among the following categories:

| | |
|---------------------------------|-------------------------------------|
| Honorary Members - 14 | Sustainer (\$250 - \$499) - 39 |
| General Member (up to \$74) - 6 | Advocate (\$500-\$999) - 12 |
| Contributor (\$75 - \$124) - 84 | Patron (\$1,000 - \$4,999) - 3 |
| Friend (\$125 - \$249) - 67 | Benefactor (\$5,000 to \$9,999) - 1 |

A listing of donors above the General Member level for 2004/2005 can be found on the back pages of the Annual Report.

Annual General Meeting

On March 2, 2005, LASA held its Annual General Meeting at the Skyline Room of the Bay in downtown Calgary. Members of the current Board, David Bickman, T. Catherine Christopher, Q.C., Dennis A. McDermott, Q.C., Hon. Judge J.D. Bruce McDonald, Elizabeth Miller, Kenneth B. Mills and Wayne M. Schafer allowed their names to stand. Neil Watson was elected to the Board. Duncan McKillop, Q.C will stand as an Ex-Officio Director.

Kirsten Olson was the guest speaker and presented a slide show on the “Linoleum Club”, a group of Calgary lawyers and businessmen who have been meeting at the Bay cafeteria for lunch since the 1950s.

LASA operates a province-wide archives program and facility based in the Law Society of Alberta offices in Calgary. The main components of the archives function are:

- acquiring and appraising records of the legal community
- arranging, describing, and constructing finding aids for records
- storing and conserving records

Facilities and Conservation

LASA’s administrative and research office and storage vault is limited. Currently, approximately 40 metres of unprocessed records are stored in warehouse conditions at the Law Society’s off-site storage space. LASA is in increasing need of additional environment-controlled facilities.

LASA has transferred 50 metres of its holdings to Iron Mountain storage facility in Calgary to make room in its offsite storage space for future donations.



Canadian Bar Association - Alberta Branch Mid Winter meeting, 1979.
Panel includes: M Welsh, Phyllis Smith, Q.C., D.R.G. Thomas, Q.C.
and R.J. Butler, Q.C. LASA Accession No. 2005027



Acquisitions

LASA acquired 35 accessions in 2005, amounting to nearly 38.72 linear metres of textual records, 913 photographs, 31 sound disks, 26 videos, 10 art prints and 34 cultural historical items (judicial apparel). Currently LASA's holdings exceed 500 metres. Noteworthy acquisitions in 2005 include:

McClung and Maclean law firm papers. Dates of material: ca. 1925-1980 (predominant 1925-1945)

Archival papers, photographs and library books were donated by the estate of John Wesley McClung. Items include daily journals (1934, 1937, 1938), scrapbooks containing news clippings, notebooks containing handwritten notes by lawyer Neil D. Maclean taken during proceedings of the Vivian MacMillan v. Premier John E. Brownlee and McPherson v McPherson (Privy council wife-swapping case involving a Minister from Premier Brownlee's cabinet) - two famous Alberta legal cases from the 1930s. The donation also includes factums, appeal case and proceedings books from the Brownlee trial as well as others involving Neil Maclean and/or John W. McClung, K.C. (father of John Wesley McClung, Q.C.), and John W. McClung, Q.C.. Following the death of John W. McClung, K.C. in 1944, his son John W. McClung, Q.C. articulated to and practiced law with Neil D. Maclean. These papers were assumed by McClung following Maclean's death in 1961. Further accruals are expected.

Donated by the estate of Hon. Mr. Justice John W. McClung

Asa Milton Harradence, Q.C. Dates of material: 1940-2005

The materials consist of photographs, videotapes, scrapbooks, news clipping files, Alberta Court of Appeal reasons for judgement binders - including dissents (criminal and civil cases), speeches delivered at the Senior N.C.O. Mess dinners and at various Bar association conferences, binders containing Bar admission addresses, student memoranda correspondence, certificates, plaques, cartoon caricatures (artists Kuch and Innes), and other miscellaneous memorabilia retained by the Honourable Asa Milton Harradence, Q.C.. Some correspondence files and binders include records relating to the Independent Alberta Association, the Alberta Progressive Conservative Party, a volume on the Laycraft inquiry relating to Royal American Shows, Calgary Convention Centre files, a volume on contempt of court, and a binder relating to conduct of an appeal (sopinka/Gelowitz).

Donated by Hon. A. Milt Harradence, Q.C.

Law Society of Alberta. Dates of material: ca.1914-2004

LASA received seven donations of material from the Law Society of Alberta in 2005 including 10 metres of textual records (membership lists, Law Society of Alberta members files, Benchers' meeting minutes and support material), approximately 575 photographs (colour, black & white and negatives depicting Canadian Bar Association and Law Society of Alberta events) and annual reports from 1986-2000)

Donated by The Law Society of Alberta

Arrangement and Description

The activity of arranging and describing archives involves: accessioning the records to gain physical control; completing a preliminary listing of the material to facilitate access to the holdings; storing material for long-term preservation; and producing finding aids compliant with the *Rules of Archival Description* to aid researchers. A group of records from one person or organization is described in archival terms as a Fonds. Detailed descriptions of all acquisitions received by LASA are available on the automated ACCESSION database. Approximately 75% of LASA's holdings are archivally arranged and described at the fonds and series level on the FONDS database. Of the 111 fonds described, most are processed to the file and item level and include a finding aid available for researchers.

In 2005 grants from the Archives Society of Alberta (ASA) and the Canadian Council of Archives (CCA) made possible the completion of additional and/or revised fonds level descriptions that will be available on-line on the Archives Network of Alberta (ANA) and the Canadian Archival Information Network (CAIN). Contract Archivist Christy Henry was hired to process the records of five small law firms and Contract Archivist David Mittelstadt processed the records of the Calgary John Howard Society.

Reference Services

LASA maintains an automated reference system which provides access to information on lawyers, legal organizations, and judges in the province and supports research projects such as family histories, case law, and biographies. Staff perform limited searches and interpretation of material in response to reference inquiries.

LASA received 137 requests for information relating to or taken directly from its holdings. Some of these requests involved extensive in-house research of archival material over a period of weeks; others were simple requests for information provided in a matter of minutes over the telephone. The information has been used for locating practice files, to complete genealogical research, or to produce historical publications. The types of researchers were broken down as follows: Donor/Depositor - 29; Legal Community - 43; Academic Community - 9; Private Researchers - 43; Media - 2; Other Archives/Libraries - 11.

Exhibits and Interpretation

LASA has developed a province-wide system of touring interpretive exhibits in Alberta's courthouses which make use of documents and artefacts to educate the public about the role of the legal community in the history of Alberta. Displays can be viewed at the Edmonton and Red Deer Courthouses, the Court of Queen's Bench in Calgary and the Provincial Court Building in Calgary.

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< Other Heritage Programs

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Publications

LASA and the University of Calgary Press published *Foundations of Justice: Alberta's Early Courthouses* in August 2005. LASA is working closely with the Law Society of Alberta 100th Anniversary Committee on several projects to celebrate the Law Society's Centennial in 2007. One of the major projects is a publication and LASA has been involved with this committee chaired by the Hon. Mr. Justice Jack Watson.

Architypes

Two issues of LASA's newsletter, *Architypes*, were distributed to members of the Law Society throughout the year. Volume 13 Issue II featured an article on father and son, The Hon. A. A. McGillivray and the The Hon. W.A. McGillivray as well as a tribute to The Hon. Justice John W. McClung. Volume 14 Issue I included articles written by LASA archivist Brenda McCafferty about Senator James A. Lougheed and a meeting of the Bar Association of Medicine Hat in 1914 where the local Bar met to bid farewell to two of their members who had signed on for active service in the First World War.



Sir James A. Lougheed, K.C., K.C.M.G. and William H. McLaws, K.C. from a donation by George L. Crawford, Q.C. of photographs of early partners in the Parlee McLaws law firm.
LASA Accession no. 2006002

Oral History

LASA has initiated a province-wide series of recorded interview projects preserving the memory of the legal community for posterity.

Calgary Project

Most of the previous oral histories have now been transcribed and copies have been sent to the interviewees for a final edit. Ken Mills is the Chair of the Calgary Committee and Myrene Hayes conducted most of the interviews.

Edmonton Project

Work continues in Edmonton led by Garth Fryett, Q.C. and Don Bishop, Q.C. with the interviews conducted by Ken Tingley.

Legal History Library

LASA received several volumes from the estate of John W. McClung for which we are most grateful. Justice McClung had a strong interest in history and particularly western legal history and his library is a welcome addition to the Legal Archives Society of Alberta. Several other publications were added to the library including Aritha van Herk, *Mavericks: An Incurable History of Alberta*; Harry M. Sanders, *Historic Walks of Calgary: Ten Walks to Points of Historical Architectural Interest*; Donald B. Smith, *Calgary's Grand Story: The Making of a Prairie Metropolis from the Viewpoint of Two Heritage Buildings*; Peter Collum, *Alberta: 100 Years a Home*; Paul Stanway, *The Albertans: From Settlement to Super Province, 1905-2005*; Ernest Watkins, *R.B. Bennett: A Biography*; and The Chinook Country Historical Society, *Remembering Chinook Country*, which included an article written by LASA's archivist Brenda McCafferty.

Neil D. Maclean, Q.C. c. 1940, LASA
Accession No. 2005023



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< **Personnel**

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Board of Directors

Graham Price, Q.C., President
Lawyer, Calgary (2004-2006)

Janice A. Agrios, Director
Lawyer, Edmonton (2004-2006)

David Bickman, Treasurer
Lawyer, Calgary (2005-2007)

Donald G. Bishop, Q.C., Director
Lawyer, Edmonton (2004-2006)

T. Catherine Christopher, Director
Lawyer, Calgary (2005-2007)

Garth Fryett, Q.C., Director
Lawyer, Edmonton (2004 - 2006)

Gordon Hoffman, Q.C., Director
Lawyer, Calgary (2004 - 2006)

Dennis A. McDermott, Q.C., Director
Lawyer, Calgary (2005-2007)

Hon Judge J.D. Bruce McDonald, Director
Calgary (2005-2007)

Elizabeth A. Miller, Director
Crown Prosecutor, Calgary (2005-2007)

Kenneth B. Mills, Director
Lawyer, Calgary (2005-2007)

Wayne M. Schafer, Director
Lawyer, Edmonton (2005-2007)

Laura K. Stevens, Q.C., Director
Lawyer, Edmonton (2004-2006)

Michael John Swanson, Director
Lawyer, Calgary (2004-2006)

Neil Bruce Watson, Director
Lawyer, Calgary (2005-2007)

Ex-officio Directors

Hon. Mr. Justice A.G. Park
Hon. Justice Jack Watson
Hon. Asst. Chief Judge Brian Stevenson
Hon. Judge Shelagh R. Creagh

Everett L. Bunnell, Q.C.
Rick Klumpenhouwer
Shaun T. MacIsaac
Duncan McKillop, Q.C.

LSA Benchers' Representatives

Judy Boyes, Q.C.
Charles D. Gardner, Q.C.

Stephen G. Raby, Q.C.
E. Jane Sidnell

Bar Association Representatives

Marney Lutz, Calgary Bar
Rob Simpson, Edmonton Bar

Scott Watson, Canadian Bar Association,
Alberta Branch

Staff

Kirsten Olson, Executive Director
Brenda McCafferty, Archivist
Tanya Barber, Acting Executive Director
Myrene Hayes, Financial Officer
Stacy Kaufeld, Administrative Assistant



"GO FER YER GUN, MARSHAL -----THIS TOWN AIN'T BIG ENOUGH FER BOTH OF US."

A cartoon by Innes in the Calgary Herald depicting Milt Harradence, leader of the Progressive Conservative Party in Alberta from 1962 to 1964 being outgunned by Premier Ernest Manning. LASA Accession No. 2005020

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< **Financial Statements**
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Auditors' Report

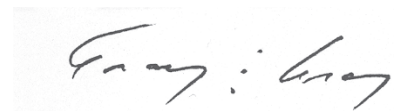
To the Members of Legal Archives Society of Alberta

We have audited the statement of financial position of Legal Archives Society of Alberta as at October 31, 2005 and the statements of operations and changes in fund balances for the year then ended. These financial statements are the responsibility of the Society's management. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we plan and perform an audit to obtain reasonable assurance whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation.

In our opinion, these financial statements present fairly, in all material respects, the financial position of the Society as at October 31, 2005 and the results of its operations for the year then ended in accordance with Canadian generally accepted accounting principles.

CALGARY, Alberta
February 10, 2006




Chartered Accountants

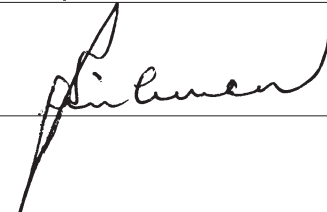
STATEMENT OF FINANCIAL POSITION

As at October 31, 2005

| | Operating <u>Fund</u> | Restricted <u>Fund</u> | Casino <u>Fund</u> | 2005 <u>Total</u> | 2004 <u>Total</u> |
|--|--------------------------|---------------------------|-----------------------|----------------------|----------------------|
| CURRENT ASSETS | | | | | |
| Cash and cash equivalents | \$49,445 | \$49,107 | \$73,311 | \$171,863 | \$112,504 |
| Accounts receivable | 1,267 | 806 | 12 | 2,085 | 12,397 |
| Interfund balances (Note 6) | <u>(14,848)</u> | <u>2,160</u> | <u>12,688</u> | - | - |
| | <u>\$35,864</u> | <u>\$52,073</u> | <u>\$86,011</u> | <u>\$173,948</u> | <u>\$124,901</u> |
| CURRENT LIABILITIES | | | | | |
| Accounts payable | \$ 2,967 | \$ - | \$ - | \$ 2,967 | \$3,671 |
| Due to Law Society of Alberta (Note 7) | 42 | - | - | 42 | 1,650 |
| Deferred revenue - Casino (Note 3) | - | - | 85,101 | 85,101 | 17,347 |
| Deferred revenue - other | <u>-</u> | <u>1,883</u> | <u>-</u> | <u>1,883</u> | <u>4,671</u> |
| | <u>3,009</u> | <u>1,883</u> | <u>85,101</u> | <u>89,993</u> | <u>27,339</u> |
| DEFERRED CONTRIBUTIONS (Note 4) | <u>-</u> | <u>49,497</u> | <u>-</u> | <u>49,497</u> | <u>66,845</u> |
| FUND BALANCES | | | | | |
| Unrestricted | 32,855 | - | - | 32,855 | 29,721 |
| Externally Restricted | <u>-</u> | <u>693</u> | <u>910</u> | <u>1,603</u> | <u>996</u> |
| | <u>32,855</u> | <u>693</u> | <u>910</u> | <u>34,458</u> | <u>30,717</u> |
| | <u>\$ 35,864</u> | <u>\$52,073</u> | <u>\$ 86,011</u> | <u>\$173,948</u> | <u>\$124,901</u> |

Approved On Behalf of the Board of Directors:





STATEMENT OF OPERATIONS AND CHANGES IN FUND BALANCES

For the year ended October 31, 2005

| REVENUE | Operating Fund | | Restricted Fund | | Casino Fund | |
|---|-------------------------|-------------------------|----------------------|--------------------------|----------------------|------------------------|
| | 2005 | 2004 | 2005 | 2004 | 2005 | 2004 |
| Grants | | | | | | |
| - Law Society of Alberta (Note 7) | \$110,000 | \$110,000 | \$ - | \$ - | \$ - | \$ - |
| - Other | - | 7,000 | 10,235 | 12,784 | - | - |
| Fundraising | 98,034 | 104,070 | - | - | 11,177 | 46,656 |
| Contributions | - | 837 | 23,323 | 19,782 | - | - |
| Investment & sundry income | 10,568 | 12,214 | - | 693 | - | 912 |
| Publications | <u>875</u> | <u>764</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> |
| Total Revenue | <u>219,477</u> | <u>234,885</u> | <u>33,558</u> | <u>33,259</u> | <u>11,177</u> | <u>47,568</u> |
| | | | | | | |
| EXPENSES | | | | | | |
| Salaries and benefits | 111,837 | 116,919 | - | - | - | - |
| Premises | 39,091 | 38,486 | - | - | - | - |
| General Administration | 22,647 | 23,386 | - | - | 8,818 | 702 |
| Bronze busts | - | - | 23,323 | 19,782 | - | - |
| Fundraising | 41,281 | 43,341 | - | - | - | - |
| Projects | 67 | 2642 | 10,235 | 12,434 | 2,359 | 5,955 |
| Contributions to community foundations (Note 5) | - | - | - | - | - | 40,000 |
| Publications and acquisitions | <u>813</u> | <u>3,232</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> |
| Total Expenses | <u>215,736</u> | <u>228,006</u> | <u>33,558</u> | <u>32,216</u> | <u>11,177</u> | <u>46,657</u> |
| Excess (Deficiency) of Revenue over Expenses | 3,741 | 6,879 | - | 1,043 | - | 911 |
| Fund balances, beginning of year | 29,721 | 47,825 | (3,952) | - | 4,948 | (25,941) |
| Interfund transfers (Note 6) | <u>(607)</u> | <u>(24,983)</u> | <u>4,645</u> | <u>(4,995)</u> | <u>(4,038)</u> | <u>29,978</u> |
| Fund balances, end of year | <u>\$ 32,855</u> | <u>\$ 29,721</u> | <u>\$ 693</u> | <u>\$ (3,952)</u> | <u>\$ 910</u> | <u>\$ 4,948</u> |

Notes to Financial Statements

1. PURPOSE OF THE ORGANIZATION

The Society is a non-profit organization incorporated on January 18, 1990. The purpose of the Society is to preserve, promote and understand the evolution of law and society in Alberta. The Society meets the qualifications of a non-profit organization and is a registered charity under the Income Tax Act.

2. SIGNIFICANT ACCOUNTING POLICIES

Legal Archives Society of Alberta follows the deferral method of accounting for contributions.

Fund Accounting

The Operating Fund accounts for the organization's program delivery and administrative activities.

The Restricted Fund reports revenue and expenses that are to be used for special archival projects including:

- cataloguing and preserving archival records
- researching and documenting oral histories
- commissioning bronze busts of individuals who have contributed significantly to legal history in Alberta.

The Casino Fund reports only funds raised from casino activities. These funds are not for general use. The majority of these funds must be used for qualifying activities in accordance with the Alberta Gaming Control guidelines and may be distributed to specified community trusts.

Archival Collection

The archival collection has not been capitalized in the statement of financial position. Any purchases of collection items are expensed in the period in which the items are acquired. Contributions of collection items are reported as revenue and expenses at their fair value. When fair value cannot be determined, the contribution is not recognized in the financial statements.

Capital Assets

Capital assets are expensed on acquisition. Capital assets include leasehold improvements related to the Calgary office, furniture and office equipment. No capital assets were purchased during the year.

Revenue Recognition

Restricted contributions are recognized as revenue of the appropriate fund in the year in which the related expenses are incurred. Unrestricted contributions are recognized as revenue of the operating fund when received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured. Restricted investment income is recognized as revenue of the appropriate fund in the year in which the related expenses are incurred. Unrestricted investment income is recognized as revenue when earned.

2. SIGNIFICANT ACCOUNTING POLICIES (continued)

Use of Estimates

The preparation of the financial statements in accordance with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities as at the date of the financial statements and the reported amount of revenue and expenses during the period. Actual results could differ from these estimates.

Financial Instruments

The financial instruments of the Society are cash and cash equivalents, accounts receivable, due to (from) the Law Society of Alberta and accounts payable. The fair market value of these financial instruments approximate their book value due to their short term nature.

3. CASINO

Revenues of the Casino are recognized when the related expenses or distributions are incurred, with the balance of Casino proceeds recorded as deferred revenue - Casino.

4. DEFERRED CONTRIBUTIONS

During the year, the Society received contributions externally restricted for the purpose of creating bronze busts of judges to be displayed in courthouses.

| | 2005 | 2004 |
|--------------------------------|------------------|------------------|
| Balance, beginning of the year | \$ 66,845 | \$ 66,820 |
| Contributions during the year | 5,975 | 20,500 |
| Amounts spent during the year | <u>(23,323)</u> | <u>(20,475)</u> |
| Balance, end of year | \$ <u>49,497</u> | \$ <u>66,845</u> |

5. CONTRIBUTIONS TO COMMUNITY FOUNDATIONS

Since 1995, the Society has contributed to various provincial community foundations as a means of fulfilling its mandate. The balances in the various foundations are as follows:

| | 2005 | 2004 |
|--|-------------------|-------------------|
| Edmonton Community Foundation | \$ 123,929 | \$115,679 |
| The Calgary Foundation | 118,868 | 110,098 |
| Community Foundation of Greater Grande Prairie | 4,936 | 4,982 |
| Lethbridge Community Foundation | 5,574 | 5,441 |
| Medicine Hat Community Foundation | 6,151 | 6,141 |
| Red Deer and District Community Foundation | <u>5,599</u> | <u>5,567</u> |
| | \$ <u>265,057</u> | \$ <u>247,918</u> |

Funds contributed are held in trust indefinitely. Income distributions to the Society are at the discretion of the various foundations. Distributions are recognized as income in the year received or receivable if the amount to be received can be reasonably estimated.

6. INTERFUND TRANSFERS

During the year, the Society's board of directors have approved the following interfund transfers:

- \$4,038 was transferred from the casino bank account to the general bank account after it was determined that those costs which related to the oral history program incurred in 2004 and paid from the general bank account, were considered an eligible expenditure under the gaming regulations.

- in order to adjust for accumulated net amounts incurred in prior years by the restricted fund on behalf of the operating fund, \$4,645 was transferred to the restricted fund.

- the operating fund owes the casino fund \$12,690 regarding office rent after it was determined that this was not an eligible expenditure under the gaming regulations.

- the operating fund owes the restricted fund \$2,159 which is the net of transactions which occurred prior to the restricted fund having its own bank account.

These advances are non-interest bearing and due on demand.

7. ECONOMIC INFLUENCE

The Society receives a significant portion of its funding from the Law Society of Alberta. The Society's by-laws make provision for a representative of the Law Society to be a member of its board of directors.

The Society has a deposit agreement regarding the administration of the Law Society's archival records. No fee is assessed by the Society for this service.

Premises occupied by the Society are sublet on a month to month basis from the Law Society. This transaction is in the normal course of business and is measured at exchange value which is the amount of consideration established and agreed to by the parties.

The Law Society provides bookkeeping and administrative services to the Society without charge. Because of the difficulty in determining the fair value, contributed services are not recognized in the financial statements.

8. STATEMENT OF CASH FLOWS

A statement of cash flows has not been prepared as it would not provide further meaningful information.

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