

## **MEMO**

**re: Atlantic Region Philosophy Association FINANCES**

**to: ARPA Members**

**from: Steven Burns & Stephen Boos**

**date: 8 November, 2012**

### **History**

For many years ARPA had a fund that host departments could draw from to help with conference expenses. It was passed from host university to host university, and the host department would either draw it down a little, or add a little to it – and then pass it on to the next host institution.

There were difficulties with this arrangement, usually to do with the formalities of the host university's fiscal procedures. It was sometimes difficult for the hosting department to use the fund for seed money to get a conference started, and sometimes difficult to keep the money from one budget year to the next, and to pass it on efficiently. At Memorial University (who hosted in 2005), a new arrangement was discussed: we proposed an independent ARPA bank account, and Steven Burns was appointed "Regent", with the intention that he investigate this possibility.

Burns first reported that he was unable to arrange a transfer of the funds to an ARPA account from a university that would only permit the money to be transferred to another university's account. But after the University of King's College hosted in 2010, it became possible to have the fund transferred to an ARPA account.

### **Policy**

Accordingly: The Convener of ARPA 2010, Stephen Boos (Contemporary Studies, U King's C <stephen.boos@dal.ca>) and Steven Burns (Philosophy, Dalhousie – retired <steven.burns@dal.ca>) established a non-profit account at TD Canada Trust (Spring Garden Road branch, Halifax, NS). Boos and Burns are entrusted *pro tem.* with the paperwork and have joint signing authority. An ARPA conference convener can request withdrawals or payments from the account, or transfer money to it as needed. William Sweet (Philosophy, StFX) is an official Elder, who can be consulted on questions of policy, appropriateness of expenses, and so on.

### **Apology**

Regent Burns gave incorrect information about this matter at the business meeting during the ARPA Conference at UPEI in October, 2012. Since the UPEI conveners planned to have neither debt nor surplus, there are no financial consequences. But in future, the account balance should be reported at business meetings. Conveners should be informed about the ARPA Account when they take on responsibility for the next conference. The account currently holds a little more than \$4,000.