



Altona Community Foundation

Minutes

May 19, 2017

Minutes of the Altona Community Foundation Board of Directors held on Friday, May 19, 2017 at 12:00 pm at Golden West Broadcasting boardroom.

Present were: president, Bill Penner; treasurer, Wendy Dyck; Perry Batchelor; Brenda Thiesen; Chris Sumner; Steve Siemens; and Brad Derksen.

Regrets: Byron Loeppky and Loren Brault.

1. Call to Order

President Bill Penner called the meeting to order at 12:00 p.m.

2. Review of the Agenda

MOTION: Perry Batchelor – moved – Brenda Thiesen – seconded – THAT the agenda is approved as presented.

CARRIED.

3. Review of Previous Minutes

MOTION: Steve Siemens – moved – Wendy Dyck – seconded – THAT the minutes of the meeting held April 21, 2017 are adopted as circulated.

CARRIED.

4. YIP

- Laura Thiessen attended with students Thomas Wolfe and Miranda Gerbrandt.
- Miranda reviewed YIP's final four grant recipients with the board, report attached.
- YIP had \$4,800 to grant: Katie's Cottage, \$1,500; Altona Curling Club, \$1,000; Build a Village, \$1,300; and Youth for Christ, \$1,000.

MOTION: Perry Batchelor – moved – Chris Sumner – seconded – THAT YIP's 2017 grant requests are approved as presented.

CARRIED.

- Jennifer to send Laura a copy of the ACF scoring guide for YIP's 2018 grants requests.
- Chris and YIP to coordinate a date for cheque presentations.

5. Financial

- Big Brothers / Big Sisters did not submit enough invoices for the total project cost of their 2016 spring grant.

MOTION: Wendy Dyck – moved – Perry Batchelor – seconded – THAT the Altona Community Foundation pro-rate the \$500 grant to Big Brothers / Big Sisters to reflect the actual amount spent and approve a payment of \$290.

CARRIED.

- Wendy reported a quote of \$2,500 plus taxes from Gislason Targownik Peters to complete the ACF 2017 Review of Engagement.

MOTION: Wendy Dyck – moved – Brad Derksen – seconded – THAT the Altona Community Foundation appoint Gislason Targownik Peters to complete our 2017 Review of Engagement.

CARRIED.

- Wendy reported that the Altona Hospital Fund's guidelines don't fall into the ACF's guidelines for an endowment fund.
- Cheques were cut to the CKMF.
- Three 2016 spring grants are due at the end of May: Altona Skating Club – will send another reminder, Border Line Shooting Association – no request for an extension and Gretna Arena – which requested an extension and have until August 31, 2017 to submit.
- Wendy presented the attached financial reports to the board

MOTION: Perry Batchelor – moved – Brenda Thiesen – seconded – THAT the attached financial reports are approved as presented.

CARRIED.

6. 2017 Spring Grants

- Eleven grant requests received – eleven grants were accepted.
- Perry went through the scoring guide for the grants received.
- Board confirmed the following \$18,000 in grant requests:
 - Town of Altona - \$2,500 – 150th celebrations
 - The Gardens on Tenth - \$2,000 – patio/garden upgrades
 - Neuberghthal Heritage Foundation – \$2,000 – washrooms
 - Youth for Christ - \$1,500 – outdoor sports equipment
 - Gretna Prairie Centre – \$500 – toilets
 - Rhineland Child Care - \$600 – window coverings
 - Altona Senior Centre - \$1,200 – door opener/roller blind
 - Field of Dreams - \$3,000 – score board
 - Boomerang Bags - \$1,200 – reusable bags
 - Blue Sky Opportunities - \$3,000 – tractor
 - Buhler Hall - \$500 – sound equipment

MOTION: Perry Batchelor – moved – Steve Siemens – seconded – THAT 2017 spring grant requests are approved as presented.

CARRIED.

- Grant acceptance letters / check sheets will be hand delivered to grant recipients.
- Press release will be sent to the media.

7. Altona Fire Department Endowment Fund

- A draft endowment fund agreement was drawn up – waiting for additional details from the Altona Fire Department.

8. Community Foundations of Canada Matching Program

- CFC matching grant program approved the Town of Altona's grant application.
- Bill advised the Town of Altona they were approved.

9. Public Relations Committee Report

- Chris to send out a spring grants news release and YIP's grant recipients / cheque presentations to the media.

10. Asset Development Committee Report

- Nothing to report.

11. Grant Committee Report

- Nothing new to report.

12. New Board Members
 - Some new names were brought forward.
13. New Business
 - No new business.
14. Next Meeting Date
 - Friday, June 23 – 12 noon – Golden West boardroom.
15. Adjournment

MOTION: Wendy Dyck – moved – Perry Batchelor – seconded - THAT this meeting is now adjourned and the next meeting of the Altona Community Foundation will be held on Friday, June 23 at 12 noon.
CARRIED.

A handwritten signature in black ink, appearing to read 'W. D. A.' followed by a long horizontal stroke.

Bill Penner, president
Altona Community Foundation

This year (2016-2017) W.C. Miller's Youth in Philanthropy group existed within our Student Council, supervised by Ms. Thiessen. With the fundraising done this year and past years, we have the opportunity to grant \$4800 to community organizations that support children and education.

This year we decided to give the money to four different groups.

First, we chose to support Katie Cares. Katie's Cottage is planning on building a safe walking path between the cottage and Boundary Trails Hospital, which would be beautified with benches and flowers. Right now people are walking on the highway, which is both unpleasant and unsafe. We are giving them \$1500 for this project.

Second, we chose to support the Altona Curling Club (ACC). This year they need to replace outdated junior curling equipment that is used by 60-100 junior curlers, aged 6-18, every year. We are giving them \$1000.

Third, we chose to support Altona's Build a Village Foundation by giving them \$1300. As we have all better come to know the recent immigrants in our town and in our school, we recognize the challenges they went through to get here, and we want to help support more families in their journey to Altona.

Fourth, we chose to support Youth for Christ. This organization is such an important one for so many youth in Altona, so we are giving them \$1000 to help them in acquiring outdoor chairs, tables, and barbeque supplies as they try to promote more outdoor socializing and activities at the Station.

3:50 PM
2017-05-18

Altona Community Foundation Inc.
A/P Aging Summary
As of 18 May 2017

	Current	1 - 30	31 - 60	61 - 90	> 90	TOTAL
Border Land School Division GR	0.00	0.00	0.00	0.00	0.00	0.00
Border Lane Shooting Assoc. - GR	0.00	0.00	0.00	0.00	1,500.00	1,500.00
Gardens on Tenth - GR	0.00	0.00	0.00	0.00	6,000.00	6,000.00
Manitoba Mennonite Historical Society GR	0.00	0.00	0.00	0.00	3,500.00	3,500.00
Municipality of Rhineland - GR	0.00	0.00	0.00	0.00	500.00	500.00
Rhineland Care Inc. - GR	0.00	0.00	0.00	0.00	0.00	0.00
Rosenfeld Good Neighbour Center GR	0.00	0.00	0.00	0.00	3,000.00	3,000.00
Town of Altona GR	0.00	0.00	0.00	0.00	8,500.00	8,500.00
TOTAL	0.00	0.00	0.00	0.00	23,000.00	23,000.00

3:49 PM
2017-05-18
Accrual Basis

Altona Community Foundation Inc.
Balance Sheet
As of 18 May 2017

	<u>18 May 17</u>
ASSETS	
Current Assets	
Chequing/Savings	
1000-00 - Operating Chequing Account (To record operating expenses)	5,592.06
1035-10 - 00206 - Curtis Klassen Fund (Donations & Interest held to be granted in me...	4,706.38
1040-10 - YIP Savings (YIP Flow-through account)	5,786.38
1050-10 - GIC - Non-Redemable - ACF (GIC's Invested long term.)	1,171,009.84
1052-10 - GIC - Non Redemable - RCF (Long term Investments for the Rosenfeld Ceme...	5,000.00
1055-10 - GIC- Non Redemable - KWMF (Long term Investment for the Kendall Wiebe ...	11,398.70
1060-10 - 00204 - Interest Granting - ACF (Interest received from investments and use...	29,384.01
1062-10 - 00210 - Interest Granting - RCF (Interest earned for distribution on the Rose...	1.71
1070-10 - 00206 - Savings for Invest -ACF (Donations received and held till invested.)	96,441.68
1080-10 - 00209 -Savings for Invest - RCF (Donations received for investing in the Ros...	200.00
1085-10 - 00211-Savings for Invest - KWMF (Donations held in savings for KWMF till L...	96.01
Total Chequing/Savings	<u>1,329,616.77</u>
Other Current Assets	
12010 - Deposits to be received. (Donations that have been deposited but need to be ...	-200.00
Total Other Current Assets	<u>-200.00</u>
Total Current Assets	<u>1,329,416.77</u>
Other Assets	
1210-10 - Accrued Interest Receivable	<u>12,849.02</u>
Total Other Assets	<u>12,849.02</u>
TOTAL ASSETS	<u>1,342,265.79</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000-10 - Grants Payable (Grants promised to other organizations or individuals)	23,000.00
Total Accounts Payable	<u>23,000.00</u>
Other Current Liabilities	
2050-00 - Acct's Payable & Accrued Liab.	2,500.00
2550-00 - GST/HST Payable (Tax amounts collected on sales and paid on purchases...	-237.71
Total Other Current Liabilities	<u>2,262.29</u>
Total Current Liabilities	<u>25,262.29</u>
Total Liabilities	<u>25,262.29</u>
Equity	
2010-20 - Income Retained for future dist	10,916.47
2020-40 - Curtis Klassen Memorial Fund	4,928.89
2040-30 - Contributed Capital	1,243,285.32
2060-00 - Rosenfeld Cemetery	4,988.25
2070-00 - Kendall Wiebe Memorial Fund	11,442.25
3000-00 - Opening Balance Equity (Opening balances during setup post to this account ...	173.90
Net Income	41,268.42
Total Equity	<u>1,317,003.50</u>
TOTAL LIABILITIES & EQUITY	<u>1,342,265.79</u>

11:06 AM
2017-05-19
Accrual Basis

Altona Community Foundation Inc.
General Ledger
As of 19 May 2017

Type	Date	Num	Name	Memo	Split	Amount	Balance
1000-00 - Operating Chequing Account (To record operating expenses)							5,310.56
1000-01 - Chequing Grants (Cheques issued to grant recipients.)							0.00
Bill Pmt -Cheque	2017-05-07	843	Big Brothers Big Si...	106793417R...	2000-10 - Gra...	-290.00	-290.00
Transfer	2017-05-07			Funds Trans...	1060-10 - 002...	290.00	0.00
Bill Pmt -Cheque	2017-05-08	844	Border Land Scho...	856530142R...	2000-10 - Gra...	-1,500.00	-1,500.00
Bill Pmt -Cheque	2017-05-08	845	Town of Altona GR	108124645R...	2000-10 - Gra...	-1,000.00	-2,500.00
Transfer	2017-05-08			CKMF Fund...	1035-10 - 002...	2,500.00	0.00
Total 1000-01 - Chequing Grants (Cheques issued to grant recipients.)							0.00
1000-00 - Operating Chequing Account (To record operating expenses) - Other							5,310.56
Bill Pmt -Cheque	2017-04-21	840	Golden West Broa...	spring grants...	20000 - Acco...	-411.60	4,898.96
Deposit	2017-04-21			Deposit	-SPLIT-	1,225.00	6,123.96
Bill Pmt -Cheque	2017-05-07	841	Jasmine Tea Roo...	april meeting...	20000 - Acco...	-75.15	6,048.81
Bill Pmt -Cheque	2017-05-07	842	Sun Media Corpor...	2017 spring ...	20000 - Acco...	-313.95	5,734.86
Bill Pmt -Cheque	2017-05-18	846	Sun Media Corpor...		20000 - Acco...	-142.80	5,592.06
Total 1000-00 - Operating Chequing Account (To record operating expenses) - Other							281.50
Total 1000-00 - Operating Chequing Account (To record operating expenses)							281.50
1035-10 - 00208 - Curtis Klassen Fund (Donations & Interest held to be granted in memory of Curtis Klassen)							7,206.38
Transfer	2017-05-08			CKMF Fund...	1000-01 - Ch...	-2,500.00	4,706.38
Total 1035-10 - 00208 - Curtis Klassen Fund (Donations & Interest held to be granted in memory of Curti...							-2,500.00
1040-10 - YIP Savings (YIP Flow-through account)							5,786.38
Total 1040-10 - YIP Savings (YIP Flow-through account)							5,786.38
1050-10 - GIC - Non-Redemable - ACF (GIC's Invested long term.)							1,171,009.84
Total 1050-10 - GIC - Non-Redemable - ACF (GIC's Invested long term.)							1,171,009.84
1052-10 - GIC - Non Redemable - RCF (Long term Investments for the Rosenfeld Cemetery Fund)							5,000.00
Total 1052-10 - GIC - Non Redemable - RCF (Long term Investments for the Rosenfeld Cemetery Fund)							5,000.00
1055-10 - GIC - Non Redemable - KWMF (Long term Investment for the Kendall Wiebe Memorial Fund)							11,398.70
Total 1055-10 - GIC - Non Redemable - KWMF (Long term Investment for the Kendall Wiebe Memorial F...							11,398.70
1060-10 - 00204 - Interest Granting - ACF (Interest recieved from Investments and used to fund grants.)							29,674.01
Transfer	2017-05-07			Funds Trans...	1000-01 - Ch...	-290.00	29,384.01
Total 1060-10 - 00204 - Interest Granting - ACF (Interest recieved from Investments and used to fund gra...							-290.00
1062-10 - 00210 - Interest Granting - RCF (Interest earned for distribution on the Rosenfeld Cemetery Fund)							1.71
Total 1062-10 - 00210 - Interest Granting - RCF (Interest earned for distribution on the Rosenfeld Cemel...							1.71
1070-10 - 00206 - Savings for Invest-ACF (Donations recieved and held till invested.)							96,371.68
Deposit	2017-04-19			Deposit	12000 - Unde...	10.00	96,381.68
Deposit	2017-04-22			Deposit	12010 - Depo...	50.00	96,431.68
Deposit	2017-05-04			Deposit	12000 - Unde...	10.00	96,441.68
Total 1070-10 - 00206 - Savings for Invest-ACF (Donations recieved and held till invested.)							70.00
1080-10 - 00209 -Savings for Invest - RCF (Donations recieved for Investing in the Rosenfeld Cemetery Fund)							200.00
Total 1080-10 - 00209 -Savings for Invest - RCF (Donations recieved for Investing in the Rosenfeld Cem...							200.00
1085-10 - 00211-Savings for Invest - KWMF (Donations held in savings for KWMF till invested.)							96.01
Total 1085-10 - 00211-Savings for Invest - KWMF (Donations held in savings for KWMF till invested.)							96.01
TOTAL						-2,438.50	1,329,616.77

3:48 PM

2017-05-18

Accrual Basis

Altona Community Foundation Inc.
Profit & Loss
 1 October 2016 through 18 May 2017

1 Oct '16 - 18 May 17

Ordinary Income/Expense	
Income	
4000-00 - Tax-Received Donations - ACF (Total eligible amount of gifts received by the register...	31,457.60
4000-10 - Tax Received Donations - RCF (Donations received for the Rosenfeld Cemetery Fund)	200.00
4000-40 - Tax-received Donations - CKMF (Donations to the Curtis Klassen Fund)	6,900.00
4000-50 - Tax-received Donations - YIP (Donations to YIP)	5,986.38
4010-00 - Donation, Grants, Not Received (Amount received from other registered charities. R...	3,533.60
4100-20 - Interest on Investments - ACF (Revenue from investments in cash, securities, and pro...	19,593.77
4100-30 - Interest on Investment - RCF (Income earned on Investments for Rosenfeld Cemetery ...	148.00
4100-40 - Interest - Curtis Klassen Fund (Interest Earned on Curtis Klassen Fund)	4.90
4100-50 - Interest on Investment - KWFund (Interest earned on Investments an for the Kendall ...	24.70
6060-00 - Fundraising Event (Events used to raise awareness and funds for the foundation)	4,370.00
Total Income	<u>72,218.95</u>
Gross Profit	72,218.95
Expense	
5000-00 - Advertising and Promotion (Advertising, marketing, graphic design, and other promot...	2,444.00
5000-20 - Grants Paid - ACF (Program-related awards, grants, benefits, individual assistance)	19,587.00
5000-30 - Grants Paid - CKMF (Grants paid on behalf of Curtis Klassen Memorial Fund)	5,300.00
5000-40 - Grants Paid - RCF (Funds paid from the Rosenfeld Cemetery Fund Account)	147.90
5010-00 - Bank Service Charges - ACF (Bank account service fees, bad check charges and othe...	3.90
5010-40 - Bank Service Charges - CKMF (Service charged on the Curtis Klassen fund account.)	0.65
5010-50 - Bank Service Charges - RCF (Bank Service charges on the Rosenfeld Cemetery Fund)	0.65
5020-00 - Corporate Filing Fees (Business licenses, permits, and other business-related fees)	25.00
5070-00 - Meeting Expenses (Expenses related to board meetings. Lunch etc.)	569.30
5080-00 - Membership Fees & Dues	505.00
5090-00 - Office Supplies (Office supplies expense)	247.13
5120-00 - Salary / Contract Labour (Payroll expenses)	500.00
68700 - Accounting Fees (Payments to Accountants for services rendered)	1,620.00
Total Expense	<u>30,950.53</u>
Net Ordinary Income	<u>41,268.42</u>
Net Income	<u><u>41,268.42</u></u>