

September 27, 2019

Minutes of the Altona Community Foundation Board of Directors held on Friday, September 27, 2019 at 12:00 pm in the boardroom at Golden West Broadcasting.

Present were: president, Chris Sumner; vice-president, Loren Braul; treasurer, Wendy Dyck; Keith Stoesz: Tracy Klassen: Scott Penner: Ken Wiebe: Bill Penner and Brenda Thiesen. Non member Angus Klassen also sat in on the meeting.

1. Call to Order

Chris Sumner called the meeting to order at 12:03 p.m.

2. Review of the Agenda

MOTION: Bill Penner - moved - Ken Wiebe - seconded - THAT the agenda is approved as presented.

CARRIED.

3. Review of Previous Minutes

MOTION: Brenda Thiesen - moved - Keith Stoesz - seconded - THAT the minutes of the meeting held June 21, 2019 are adopted as circulated. CARRIED.

4. Financial

 The Gardens on Tenth did not submit enough invoices for the total project cost of \$109,683 on their 2019 spring grant of \$4,000 for roof repair at The Apartments.

MOTION: Loren Braul - moved - Keith Stoesz - seconded - THAT the Altona Community Foundation pro-rate the \$4,000 grant to The Gardens on Tenth to reflect the actual amount spent and approve a payment of \$3,616.

CARRIED.

- The Altona Community Foundation's debit card is now authorized for online payments.
- Access Credit Union will be applying the personal platinum savings rate to the Altona Community Foundation's platinum savings account. The rate will increase from 2.4% to 2.8%, effective September 20.
- The Menno H. Friesen Fund has approximately \$565 to disperse. Bill to let Curwin know the amount available.
- Wendy issued the following grant cheques: Altona Curling Club, \$2,630 kitchen refit; Rosenfeld School, \$2,350 - natural playground; Field of Dreams, \$750 - third grandstand project; Neubergthal Heritage Foundation, \$1,500 - eaves trough, cement pad, tables and chairs; The Gardens on Tenth, \$3,616 - roof repair; and Altona Health Centre, \$2,000 outdoor wheelchair swing. The following cheques were issued on behalf of YIP: Katie Cares, \$400 – guest room tables and Rhineland Food Bank, \$300 – laptop.
- Wendy presented the attached financial reports to the board.

MOTION: Loren Braul - moved - Keith Stoesz - seconded - THAT the financial reports are approved as presented.

CARRIED.

- 5. Youth in Philanthropy
 - The Memorandum of Understanding between the W.C. Miller Youth in Philanthropy (YIP) and the Altona Community Foundation is due for renewal.
 - Chris volunteered to remain the ACF contact with YIP.

MOTION: Bill Penner – moved – Loren Braul – seconded – THAT the Altona Community Foundation proceed to renew the agreement with YIP for another three years. **CARRIED.**

Jennifer to update agreement and send to Chris to present to YIP.

6. RBC Future Launch Community Challenge

- Jennifer confirmed with the board via email to book print and radio ads to promote the RBC Community Challenge during the month of July at a cost of: print \$400 and radio \$364.
- Loren reported we received one grant applicant that did not comply with all the requirements.
- Chris is currently working with his contact from Community Foundations of Canada to adjust the application to meet all requirements before the deadline.

7. Build 150 grant program

- To celebrate Manitoba's 150 anniversary in 2020 the committee "Manitoba 150" was formed and along with support from The Richardson Foundation are providing funds available in matching grants to community projects that celebrate our province's 150th anniversary in 2020. This matching grant program will be coordinated by Endow Manitoba. Build 150 will match monies contributed by the community foundation for selected community projects at a 1:1 ratio, to a maximum amount determined by the community foundation's asset size.
- The board decided to move forward and signed the attached letter of understanding.

8. Earl Dick Memorial Golf Tournament

- The tournament was well attended, with golfers on the waiting list.
- Receipts were once again printed on site.
- Wendy reported the final number collected at the Earl Dick Memorial Golf Tournament was \$4.199.

MOTION: Scott Penner – moved – Brenda Thiesen – seconded – THAT the Altona Community Foundation gift \$2,099.50 to the Oakview Golf Course and \$2,099.50 be designated towards the Altona Community Foundation's operating account. **CARRIED.**

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9. Granting Committee Report

No new report.

10. Public Relations Committee Report

- Still waiting for confirmation on the date for the 24 Hour Giving Challenge.
- Jennifer confirmed with board via email to book print and radio ads for the 2019 granting period at a cost of: print - \$325 and radio - \$416. Scott and Tracy volunteered to do the radio voice overs.

11. Asset Development Committee Report

- Start gearing up for the 24 Hour Giving Challenge.
- Reach out again to past/potential donors of the challenge Loren to compile a list of businesses to approach for the next meeting.

12. New board members

- · Still waiting for confirmation on two new board members.
- Chris thanked Brenda and Wendy for their contributions to the board over the years.
- Wendy will complete the 2019 year end and submit to GTP.

13. New business

· No new business.

14. Next Meeting Date

Friday, October 18 – 12 noon – Golden West boardroom.

15. Adjournment.

THEREFORE BE IT RESOLVED THAT this meeting is now adjourned and the next meeting of the Altona Community Foundation will be held on Friday, October 18 at 12 noon. **CARRIED.**

Chris Sumner, president

Altona Community Foundation

7:51 PM 25-09-19

Altona Community Foundation Inc. A/P Aging Summary As of 27 September 2019

	Current	1 - 30	31 - 60	61 - 90	> 90	TOTAL
Blue Sky Opportunities GR	0.00	0.00	0.00	0.00	1,500.00	1,500.00
Border Land School Division GR	0.00	0.00	0.00	0.00	0.00	0.00
Kiddle Sunshine Center GR	0.00	0.00	0.00	0.00	1,950.00	1,950.00
Municipality of Rhineland - GR	0.00	0.00	0.00	0.00	2,000.00	2,000.00
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	2,700.00	2,700.00
The Station, Youth For Christ - GR	0.00	0.00	0.00	0.00	3,200.00	3,200.00
Town of Altona GR	0.00	0.00	0.00	0.00	3,250.00	3,250.00
TOTAL	0.00	0.00	0.00	0.00	14,600.00	14,600.00

7:59 PM Sep 25, 2019 Accrual Basis

Altona Community Foundation Inc. Balance Sheet

All Transactions

	27 Sep 19
ASSETS	
Current Assets	
Chequing/Sevings	
1000-00 - Operating Chequing Account (To record operating expenses) 1000-01 - Chequing Grants (Cheques Issued to grant recipients.) 1000-00 - Operating Chequing Account (To record operating expenses) - Ot	-1,600.00 7,723.17
Total 1000-00 - Operating Chequing Account (To record operating expenses)	6,123.17
1080-10 - 00209 - Savings for invest - RCF (Donations recieved for investing in	451.07
1062-10 - 00210 - Interest Granting - RCF (Interest earned for distribution on th	233.68
1085-10 - 00211-Savings for Invest - KWMF (Donations held in savings for KW	1,081.83
1040-10 · YIP Savings (YIP Flow-through account)	749.28
1060-10 - 00204 - Interest Granting - ACF (Interest recleved from Investments a	25,679.57
1075-10 - Platinum Savings for Invest-ACF 1070-10 - 00206 - Savings for Invest-ACF (Donations recieved and held till Inv	487,134.64 464.48
1035-10 - 00208 - Curtis Klassen Fund (Donations & Interest held to be granted	4,391.78
1050-10 · GIC - Non-Redemable - ACF (GIC's Invested long term.)	889.000.00
1052-10 - GIC - Non Redemable - RCF (Long term Investments for the Rosenfel	5,000.00
1055-10 - GIC - Non Redemable - KWMF (Long term Investment for the Kendall	11,237.39
1090-10 · GIC - Menno H Friesen	31,058.00
Total Chequing/Savings	1,462,604.89
Other Current Assets	
1210-10 - Accrued Interest Reclevable	21,402.75
12000 - Undeposited Funds (Funds received, but not yet deposited to a bank a	200.00
Total Other Current Assets	21,602.75
Total Current Assets	1,484,207.64
TOTAL ASSETS	1,484,207.64
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable 2000-10 - Grants Payable (Grants promised to other organizations or indivi	14,600.00
Total Accounts Payable	14,600.00
•	
Other Current Liabilities 2050-00 - Acci's Payable & Accrured Liab.	3,000.00
2550-00 - ACCUS Payable & ACCURED LIAB. 2550-00 - GST/HST Payable (Tax amounts collected on sales and paid on pu	-314.21
Total Other Current Liabilities	2,685.79
Total Current Liabilities	17,285.79
Total Liabilities	17,285.79
Equity	10.045.10
2010-20 - Income Retained for future dist 2020-40 - Curtis Klassen Memorial Fund	18,945.40 4,932.34
2030-00 - YIP Fund	-1,010.53
2040-30 - Contributed Capital	1,335,239.77
2060-00 - Rosenfeld Cemetary	5,151.40
2070-00 - Kendell Wiebe Memorial Fund	11,998.53
2080-00 - Menno F Friesen Memorial Fund	28,758.00
32000 - Retained Earnings (Undistributed earnings of the corporation) Net income	-295,577.75 358,484.69
Total Equity	1,466,921.85
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TOTAL LIABILITIES & EQUITY	1,484,207.64

8:02 PM 2019-09-25 Accrual Basis

Altona Community Foundation Inc. General Ledger As of 27 September 2019

Туре	Date	Num	Name	Memo	Split	Amount	Balance
1000-00 - Operating Chequing Account (To record operating expenses) 85.0							
Bill Pmt - Chequing	2019-07-02	960	to grant reciepients.) Municipality of Rhineland - GR	10743201RT	2000-10 · Gra	-147.50	-2,500.00 -2,647.50
Bill Pmt -Cheque	2019-07-02	961	Town of Altona GR	108124645R	2000-10 - Gra	-2,630.00	-5,277.50
Bill Pmt - Cheque	2019-09-16	962	Border Land School Division GR	856530142R	2000-10 - Gra	-2,350.00	-7,627.50
Bill Pmt - Cheque Bill Pmt - Cheque	2019-09-16	963 964	Katie Cares - GR Neubergthal Heritage Foundation	YIP 2019 Gra 883046971R	2000-10 - Gra 2000-10 - Gra	-400.00 -1.500.00	-8,027.50 -9.527.50
Bill Pmt -Cheque	2019-09-16	965	Town of Altona GR	108124645R	2000-10 - Gra	-750.00	-10,277.50
Transfer	2019-09-25			Funds Transfer	1060-10 - 002	10,277.50	0.00
Transfer Transfer	2019-09-25			Funds Transfer Funds Transf	1060-10 - 002 1040-10 - YIP	3,616.00 700.00	3,616.00
Bill Pmt - Cheque	2019-09-25	GER	Altona Community Health Center	899728133R	2000-10 - Gra	-2,000.00	4,316.00 2,316.00
Bill Pmt -Cheque	2019-09-27	969	Gardens on Tenth - GR	VOID: 1188	2000-10 - Gra	0.00	2,316.00
Bill Pmt - Cheque	2019-09-27	970	Rhineland Area Foodbank GR	878084193R	2000-10 - Gra	-300.00	2,016.00
Bill Pmt - Cheque	2019-09-27	971	Gardens on Tenth - GR	118891928R	2000-10 - Gra	-3,616.00	-1,600.00
		•	ed to grant recipionts.)			900.00	-1,600.00
1000-00 - Operating Deposit	Chequing Acc 2019-05-31	ount (To re	cord operating expenses) - Other	Deposit	12000 - Unda	50.00	2,585.83 2,635.83
Deposit	2019-05-09			Deposit	12000 - Unda	45.00	2,680.83
Deposit	2019-06-22			Deposit	-SPLIT-	2,500.00	5,180.83
Deposit	2019-06-27			Deposit	-SPLIT-	1,325.00	6,505.83
Bill Pmt -Cheque	2019-07-02	959	Jennifer Derksen-V	B	20000 - Accou	-108.66	6,397.17
Deposit Deposit	2019-07-25 2019-08-29			Deposit Deposit	12000 - Unda 12000 - Unda	25.00 25.00	6,422.17 6,447.17
Deposit	2019-09-05			Deposit	-SPLIT-	4,199.00	10,646.17
Bill Pmt - Cheque	2019-09-16	966	Golden West Broadcasting-V		20000 - Accou	-382.20	10,263.97
Transfer	2019-09-25			Funds Transfer	1035-10 - 002	-1,300.00	8,963.97
Transfer	2019-09-25	Debit	Postmedia Network- V	Funds Transf RBC-FLCC	1075-10 - Plati 20000 - Accou	-125.00 -420.00	8,838.97 8.418.97
Bill Pmt -Cheque Bill Pmt -Cheque	2019-09-25	967	Jonnifor Dorkson-V	HBC-FLCC	20000 - Accou	-420.00 -695.80	7,723.17
•			necord operating expenses) - Other		20000	5,137.34	7,723.17
			cord operating expenses)			6,037.34	6,123.17
			ions recieved for investing in the Ro	nenfold Cometers	Fund)	0,037.54	150.70
General Journal	2019-06-30	88	to the case of the standard at the standard	interest	-SPLIT-	0.37	151.07
Deposit	2019-09-06			Deposit	12000 - Unda	300.00	451.07
Total 1080-10 - 00209 -	Savings for Inve	st-RCF (De	onations recieved for investing in the R	losenield Cemetery	Fund)	300.37	451.07
			t earned for distribution on the Ros				148.01
General Journal General Journal	2019-05-29 2019-06-30	86 88		interest interest	4100-30 - Into 1080-10 - 002	85.27	233.28 233.68
						0.40	
			erest earned for distribution on the Ro ations held in savings for KWMF till		und)	85.67	233.68
General Journal	2019-06-30	88	ations held in savings for KWMF till	interest	1080-10 - 002	0.45	1,081.38 1,081.83
Total 1085-10 - 00211-5	Savings for Inves	t - KWMF (Donations held in savings for KWMF ti	il invested.)		0.45	1,081.83
1040-10 - YIP Savings		igh accoun	t)				784.33
Deposit	2019-06-09	-		Deposit	12000 - Unda	663.00	1,447.33
General Journal Transfer	2019-06-30 2019-09-25	88		interest Funds Transf	1080-10 - 002 1000-01 - Che	1.95 -700.00	1,449.28 749.28
Total 1040-10 - YIP Sav		hmush acco	unt)	ruida maia	1000-01 0114	-35.05	749.28
	-	_	at recieved from investments and us	and to fund greats	1	-53.03	31,321.08
General Journal	2019-05-31	87	ricciared from marshall and di	GIC 1100722	-SPLIT-	2,646.00	33,967.08
General Journal	2019-06-30	88		interest on GI	1080-10 - 002	933.00	34,900.08
General Journal	2019-06-30	88		interest on GI	1080-10 - 002	1,321.60	36,221.68
General Journal General Journal	2019-07-31	89 89		interest on Gl interest on Gl	-SPLIT- 1050-10 - 002	360.00 923.00	36,581.68 37,504.68
General Journal	2019-07-31	90		interest on GI	-SPLIT-	443.39	37,948.07
General Journal	2019-08-29	90		interest on GI	1060-10 - 002	1,625.00	39,573.07
Transfer	2019-09-25			Funds Transfer	1000-01 - Che	-10,277.50	29,295.57
Transfer	2019-09-25			Funds Transfer	1000-01 - Che	-3,616.00	25,679.57
Total 1060-10 - 00204 - Interest Granting - ACF (Interest recieved from investments and used to fund grants.) -5,641.51						25,679.57	
1075-10 - Platinum Sav Deposit	vings for invest 2019-06-09	HUT		Deposit	12000 - Unda	28.95	438,633.26 438.662.21
Deposit	2019-06-22			Deposit	12000 - Unda	28.95	438,691.16
Transfer	2019-06-22			Funds Transf	1050-10 - GIC	47,900.00	486,591.16
Deposit	2019-09-06			Deposit	-SPLIT-	418.48	487,009.64
Transfer	2019-09-25			Funds Transf	1000-00 - Ope	125.00	487,134.64
Total 1075-10 - Platinun	n Savings for Inv	rest-ACF				48,501.38	487,134.64

8:02 PM 2019-09-25 Accrual Basis

Altona Community Foundation Inc. General Ledger As of 27 September 2019

Туре	Date	Num	Name	Memo	Split	Amount	Balance
1070-10 - 00206 - Savir	ngs for invest.	ACF (Donations	recieved and held till invested.)			298.03
Deposit	2019-06-06			Deposit	12000 - Undo	135.00	433.03
General Journal	2019-06-30	88		interest	1080-10 - 002	1.45	434.48
Deposit	2019-07-08			Deposit	12000 - Undo	30.00	464.48
Total 1070-10 · 00206 -	Savings for inve	stACF (Donatio	ns recieved and held till invested	L)		166.45	464.48
	s Klassen Fund	(Donations & in	nterest held to be granted in m	emory og Curtis Kl	lassen)		484.06
General Journal	2019-05-31	87	-	maintenance	1060-10 - 002	-0.65	483.41
Deposit	2019-06-09			Deposit	-SPLIT-	2,355.00	2,838.41
Deposit	2019-06-22			Deposit	12000 - Unda	100.00	2,938.41
Deposit	2019-06-25			Deposit	12000 - Unda	100.00	3,038.41
General Journal	2019-06-30	88		interest	1080-10 - 002	3.37	3,041.78
Deposit	2019-09-06			Deposit	12000 - Unda	50.00	3,091.78
Transfer	2019-09-25			Funds Transfer	1000-00 · Ope	1,300.00	4,391.78
Total 1035-10 · 00208 -	Curtis Klasson I	Fund (Donations	& interest held to be granted in m	emory og Curtis Kl	assen)	3,907.72	4,391.78
1050-10 - GIC - Non-Re	demable - ACF	(GIC's Invested	long term.)				936,900.00
Transfer	2019-06-22			Funds Transf	1075-10 - Plati	-47,900.00	889,000.00
Total 1050-10 · GIC - N	on-Redemable -	ACF (GIC's Invo	sted long term.)			-47,900.00	889,000.00
1052-10 - GIC - Non Re	demable - RCF	(Long term inve	stments for the Rosenfeld Cer	metry Fund)			5,000.00
Total 1052-10 - GIC - No	on Redemable -	RCF (Long term	investments for the Rosenfeld C	emetry Fund)			5,000.00
1055-10 - GIC - Non Re	demable - KWI	MF (Long term in	westment for the Kendall Wieb	e Memorial Fund)			10,941.95
General Journal	2019-07-31	89		interest on GIC	1050-10 - 002	295.43	11,237.39
Total 1055-10 · GIC - No	on Redemable -	KWMF (Long ter	m investment for the Kendall Wie	be Memorial Fund))	295.43	11,237.39
1090-10 - GIC - Menno	H Friesen						31,058.00
Total 1090-10 - GIC - M	enno H Friesen						31,058.00
TAL						5,718.25	1,462,604.89

8:06 PM 25-09-19 Accrual Basis

Altona Community Foundation Inc. Profit & Loss 1 October 2018 through 27 September 2019

	1 Oct '18 - 27 Sep 19	1 Oct '17 - 27 Sep 18
Ordinary Income/Expense Income		
4000-00 · Tax-Receipted Donations - ACF (Total eligible amount of gifts received b 4000-03 · 24Hour Giving Challenge 4000-00 · Tax-Receipted Donations - ACF (Total eligible amount of gifts receive	35,880.00 12,268.80	0.00 50,750.59
Total 4000-00 - Tax-Receipted Donations - ACF (Total eligible amount of gifts recei	48,148.80	50,750.59
4000-05 · Tax Receipted Donation - Op (Donations designated for operating) 4000-06 · Earl Dick Golf Tournament 4000-05 · Tax Receipted Donation - Op (Donations designated for operating) - O	4,199.00 1,176.02	3,585.00 503.00
Total 4000-05 - Tax Receipted Donation - Op (Donations designated for operating)	5,375.02	4,088.00
4000-10 · Tax Receipted Donations - RCF (Donations recieved for the Rosenfeld C 4000-30 · Tax-receipted Donation - MennoF 4000-40 · Tax-receipted Donations - CKMF (Donations to the Curtis Klassen Fund) 4000-50 · Tax-receipted Donations - YIP (Donations to YIP) 4010-00 · Donation, Grants, Not Receipted (Amount received from other registered 4100-20 · Interest on Investments - ACF (Revenue from Investments in cash, secur	300.00 2,300.00 6,990.00 663.00 1,450.63 36,629.68	0.00 28,758.00 7,612.00 571.43 1,596.26 26,358.38
4100-30 - Interest on Investment - RCF (Income earned on Investments for Rosenf 4100-40 - Interest - Curtis Klassen Fund (Interest Eraned on Curtis Klassen Fund) 4100-50 - Interest on Investment - KWFund (Interest earned on Investments an for 4100-60 - Interest on YIP Fund 43760 - Other Income - not receipted (Amount of all other gifts which which a tax 43770 - Income from other Reg Charities (Amount of specified gifts received from	234.00 8.20 322.26 4.83 5,208.98 0.00	148.16 8.91 313.03 8.02 3,881.50 2,000.00
Total Income	107,635.30	126,094.28
Gross Profit	107,635.30	126,094.28
Expense 5000-00 · Advertising and Promotion (Advertising, marketing, graphic design, and 5010-00 · Bank Service Charges · ACF (Bank account service sees, bad check char 5010-40 · Bank Service Charges · CKMF (Service charged on the Curis Klassen f 5010-50 · Bank Service Charges · RCF (Bank Service charges on the Rosenfeld Ce 5010-60 · Bank Service Charges · KWMF (Service fees from the Credit Union) 5010-70 · Bank Service Charges · YIP 5000-20 · Grants Paid · ACF (Program-related awards, grants, benefits, individual 5000-30 · Grants Paid · CKMF (Grants paid on behalf of Curtis Klassen MemorialF 5000-40 · Grants Paid · RCF (Frunds paid from the Rosenfeld Cemetery Fund Acco 5000-60 · Grants Paid · YIP 5110-00 · GST Paid (GST Paid on Purchases) 5070-00 · Meeting Expenses (Expenses related to board meetings. Lunch etc.) 5080-00 · Membership Fees & Dues 5090-00 · Office Supplies (Office supplies expense) 5030-00 · Postage 66700 · Professional Fees (Payments to Accountants for services rendered) 5120-00 · Salary / Contract Labour (Payroll expenses)	3,108.00 2.55 2.50 0.65 0.55 0.65 28,566.00 1,700.00 147.50 1,700.00 -0.01 450.05 505.00 66.55 66.55 2,835.00 1,236.00	2,320.00 23.37 3.90 1.96 0.65 0.65 30,744.90 9,270.00 149.26 2,700.00 115.10 745.91 530.00 558.55 190.70 2,700.00 1,150.00
•		
Net Ordinary income et income	63,917.24	74,889.43 74,889.43
et illouile	03,917.24	14,009.43

By signing this letter of understanding, the community foundation is agreeing to the following terms:

The community foundation will:

- Administer the Build 150 funds once received.
- Select projects that meet the Build 150 Grant Cuidelines
- Contribute the first 50% of funds needed for each selected project
- Cover any additional funcing paaded for the project, in the event that there are additional funds required beyond the initial 50% contribution and the Build 150 grant.
- Determine, in consultation with Endow Manitoba, appropriate recognition for the Build 150 grant
- Report back to Endow Manitoba and Manitoba 150
- Respect the Build 150 timelines

this letter must be signed by an authorized signing authority for your foundation.

By signing this letter of understanding, your organization accepts full responsibility for all proceedings and activities undertaken in relation to the project(s) initiated, in part, by the Build 150 grant, including any and all liability that may arise directly or indirectly from the funded project(s). The community foundation shall indemnify and save namiliess Endow Manitoba. The Winnipeg Foundation, Manitoba 150 Host Committee Inc., The Richardson Foundation and the Government of Manitoba from all claims, actions, proceedings, losses, damages, interest, penalties, times, costs or expenses of any kind, including attorney fees incurred by the community foundation, that are related in any way to the funded project(s).

Altona Community Foundation Inc. Community Foundation

Name of Signing Authority (print)

Signature

D'ate

3 of 3