

# Altona Community Foundation

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Minutes of the Altona Community Foundation Board of Directors held on Thursday, September 20<sup>th</sup>, 2012 at 12:00 noon at Border Land School Division.

Present were: Chad Friesen, John Teichroeb, Bob Stoesz, Daryl Friesen, Byron Loeppky, Daryl Friesen, Carol Braun and Delores Loewen.

Regrets: Steve Siemens, Cindy Hildebrand and Perry Batchelor.

1. Call to order

President Chad Friesen called the meeting to order at 12:10 p.m.

Welcome and review of the agenda.

President Chad Friesen welcomed the Altona Community Foundation new Administrator Delores Loewen to the meeting.

One addition to the agenda:

- 7.1 Review Rhineland CARE application variation between grant request and actual project cost

**MOTION: Daryl Friesen – moved – Bob Stoesz – seconded – THAT** the agenda be approved with the above noted addition.

**CARRIED.**

1.1 Review of previous minutes

**MOTION: John Teichroeb – moved Byron Loeppky –seconded - THAT** the minutes of the meeting held June 18<sup>th</sup>, 2012 be adopted as circulated.

**CARRIED.**

Discussion was held on what the priorities are for the new Administrator's position in the next few months:

1. To coordinate the spring granting press releases (fall grants once they are announced)
2. To assist the Board in planning the Fall Faspas
3. Organize and transfer all files/documentation to an electronic storage system
4. Update and maintain the website
5. Pick up the mail, deposit donations/receipt donations, etc.

2. Financial Update

John Teichroeb reviewed current financial report. The Curtis Klassen Fund account is presently at \$5,400.00. During the latest fundraising event the Fund received a number of small donations this increased our administration costs by requiring more receipts, stamps, envelopes, etc.

Board members agreed that under their guidelines they are able to charge a 1% administration fee for operating costs to assist in covering the costs and ask John to bill this amount to the Curtis Klassen Fund.

3. Fall Fasp

Discussion was held on the annual Fall Fasp, and who is to be invited. The event is held in October. Chad Friesen will forward the list of invitees for board members to review. Board members agreed to hand deliver the invitations. Delores to confirm with Don & Barb Wiebe to see if they are willing to once again host the event, and confirm if either October 18<sup>th</sup> or October 25<sup>th</sup> would work, to contact Les Kletke to see if he is willing to auction off the art work. Delores to contact local artists, which is to include artist from the Pembina Valley Art Association regarding possible donation of art work for the fundraiser. Delores to contact Cindy Hildebrand for a copy of the previous year's invitation.

4. Establish sub-committee meeting schedules/reports

President Chad Friesen noted that perhaps the subcommittees need to meet on a more regular basis. Subcommittee were asked to report at the next meeting.

5. Discuss establishing of a set meeting day/time for foundation meetings

Board members agreed that a monthly set date and time would work better. Board members agreed that the second Thursday of the month meeting at 12:00 noon would be best.

6. Potential new Altona Community Foundation members

Bob Stoesz and Cindy Hildebrand two year terms are complete. Board members put forth the following potential new board members: Brad Derksen, Betty Loewen, Richard Neufeld, Harv Kroeker, Art Wiebe and Bev Hildebrand. Bob noted that he has spoken with Brad Derksen and he is interested. Board members agreed that Bob was to confirm with Brad Derksen and asked that Carol contact Bev Hildebrand.

7. New Business

7.1 Review Rhineland CARE application variation between grant request and actual project cost

John Teichroeb reported that he had received invoices from Rhineland CARE in the amount of \$1,513.00. The original grant application project costs were estimated at \$3,000.00. The Foundations grant guidelines states that if the completed project is less than the original request the funding will be prorated. John to contact Rhineland CARE to see if all invoices for the project have been submitted and if so to remind them of the prorating guidelines.

Two of the spring grant projects have been completed:

Gretna Senior Centre	\$1,200.00
Altona Curling Club	\$5,000.00

John Teichroeb will present the cheque to the Gretna Senior Centre and Byron Loepky will present the cheque for the Altona Curling Club to Al Friesen.

8. Adjournment at 1:05 p.m. next meeting date – Thursday, October 11<sup>th</sup>, 2012 at 12:00 noon at Golden West Broadcasting.