



Minutes of the Altona Community Foundation Board of Directors held on Friday, December 15, 2017 at 12:00 pm at Golden West Broadcasting boardroom.

Present were: president, Bill Penner; vice-president, Chris Sumner; treasurer, Wendy Dyck; Brenda Thiesen; Loren Braul and Ken Wiebe.

Regrets: Scott Penner, Keith Stoesz and Brad Derksen.

1. Call to Order

Bill Penner called the meeting to order at 12:05 p.m.

2. Review of the Agenda

MOTION: Brenda Thiesen – moved – Loren Braul – seconded – THAT the agenda is approved as presented.

CARRIED.

3. Review of Previous Minutes

MOTION: Ken Wiebe – moved – Chris Sumner – seconded - THAT the minutes of the meeting held November 10, 2017 are adopted as circulated.

CARRIED.

4. Financial

▪ Wendy presented the attached financial reports to the board.

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

CARRIED.

5. 2017 Giving Challenge

- We received 46 gifts totalling \$29,775 plus \$2,000 from the Winnipeg Foundation; \$2,000 from the Province of Manitoba and \$2,000 matched from Pioneer Meat, total \$35,775.
- In 2016 we received 26 gifts totalling \$18,700 plus \$2,000 from the Winnipeg Foundation, total \$20,700.
- Good presence having a table in the mall in conjunction with live broadcast feeds on CFAM and the Eagle. Look at earlier times next year – maybe start at 9 or 10 a.m.
- Laptop was used 2x's for online donations.
- Good comments were heard about the radio feeds.
- Thank you letters will be sent to all donors.

6. YIP

- Laura confirmed that YIP would be attending the January meeting.
- Chris to arrange to meet YIP student council prior to the meeting.

7. Public Relations Committee Report

- A 2017 Giving Challenge press release was sent to the media.
- Bill was interviewed by the radio.

8. Asset Development Committee Report
 - Payroll deductions – follow up with Keith re: Friesens.
9. Grant Committee Report
 - Rosenfeld Good Neighbour Centre 2016 fall grant expired on November 30, 2017. A grant withdrawn letter to be sent out.
 - Brenda hand delivered the 2017 fall grant recipient letters – all were very grateful.
10. New Business
 - No new business.
11. Next Meeting Date / 2018 Planning Session
 - Friday, January 26 – 12 noon – Golden West boardroom.
12. Adjournment

MOTION: Loren Braul – moved – Brenda Thiesen – seconded - THAT this meeting is now adjourned and the next meeting of the Altona Community Foundation will be held on Friday, January 26 at 12 noon.
CARRIED.



Bill Penner, president
Altona Community Foundation

1:23 PM
2017-12-10

Altona Community Foundation Inc.
A/P Aging Summary
As of 12 December 2017

	<u>Current</u>	<u>1 - 30</u>	<u>31 - 60</u>	<u>61 - 90</u>	<u>> 90</u>	<u>TOTAL</u>
Boomerang Bags Altona	0.00	0.00	0.00	0.00	1,200.00	1,200.00
Border Land School Division GR	0.00	0.00	0.00	0.00	0.00	0.00
Buhler Hall	0.00	0.00	0.00	0.00	500.00	500.00
Gardens on Tenth - GR	0.00	0.00	0.00	0.00	0.00	0.00
Manitoba Mennonite Historical Society GR	0.00	0.00	0.00	0.00	3,500.00	3,500.00
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
The Station, Youth For Christ - GR	0.00	0.00	0.00	0.00	1,500.00	1,500.00
Town of Altona GR	0.00	0.00	0.00	0.00	3,000.00	3,000.00
TOTAL	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>12,700.00</u>	<u>12,700.00</u>

1:22 PM
 2017-12-10
 Accrual Basis

Altona Community Foundation Inc.
Balance Sheet
 As of 12 December 2017

	<u>12 Dec 17</u>
ASSETS	
Current Assets	
Chequing/Savings	
1000-00 - Operating Chequing Account (To record operating expenses)	2,798.36
1035-10 - 00208 - Curtis Klassen Fund (Donations & Interest held to be granted...	2,143.34
1040-10 - YIP Savings (YIP Flow-through account)	2,413.74
1050-10 - GIC - Non-Redemable - ACF (GIC's Invested long term.)	1,271,009.84
1052-10 - GIC - Non Redemable - RCF (Long term investments for the Rosenfel...	5,000.00
1055-10 - GIC - Non Redemable - KWWMF (Long term Investment for the Kendall ...	11,678.80
1060-10 - 00204 - Interest Granting - ACF (Interest received from investments a...	24,655.42
1062-10 - 00210 - Interest Granting - RCF (Interest earned for distribution on th...	149.26
1070-10 - 00206 - Savings for Invest.-ACF (Donations received and held till Inv...	1,930.47
1080-10 - 00209 -Savings for invest - RCF (Donations received for investing in ...	200.13
1085-10 - 00211-Savings for invest - KWWMF (Donations held in savings for KW...	96.12
Total Chequing/Savings	<u>1,322,075.48</u>
Other Current Assets	
1200-00 - GST Refund from Federal Gov't (Total revenue received or earned fr...	122.83
12000 - Undeposited Funds (Funds received, but not yet deposited to a bank a...	24,585.00
12010 - Deposits to be receipted. (Donations that have been deposited but nee...	-50.00
12200 - Accrued Revenue (Income earned this year, collected next year)	1,964.84
Total Other Current Assets	<u>26,622.67</u>
Total Current Assets	<u>1,348,698.15</u>
Other Assets	
1210-10 - Accrued Interest Receivable	12,849.02
Total Other Assets	<u>12,849.02</u>
TOTAL ASSETS	<u><u>1,361,547.17</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000-10 - Grants Payable (Grants promised to other organizations or indivi...	12,700.00
Total Accounts Payable	<u>12,700.00</u>
Other Current Liabilities	
2050-00 - Accf's Payable & Accrued Liab.	2,500.00
2550-00 - GST/HST Payable (Tax amounts collected on sales and paid on pu...	-86.50
Total Other Current Liabilities	<u>2,413.50</u>
Total Current Liabilities	<u>15,113.50</u>
Total Liabilities	<u>15,113.50</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 Cemetary	4,988.25
2070-00 - Kendall Wiebe Memorial Fund	11,442.25
3000-00 - Opening Balance Equity (Opening balances during setup post to this ac...	173.90
32000 - Retained Earnings (Undistributed earnings of the corporation)	45,837.28
Net Income	24,861.31
Total Equity	<u>1,346,433.67</u>
TOTAL LIABILITIES & EQUITY	<u><u>1,361,547.17</u></u>

1:25 PM
 2017-12-10
 Accrual Basis

Altona Community Foundation Inc.
General Ledger
 As of 12 December 2017

Type	Date	Num	Name	Memo	Split	Amount	Balance	
1000-00 - Operating Chequing Account (To record operating expenses)							2,087.91	
1000-01 - Chequing Grants (Cheques Issued to grant recipients.)							-2,050.00	
Bill Pmt - Cheque	2017-11-27	878	Gardens on Tenth - ...	118891928R...	2000-10 - Gra...	-2,000.00	-4,050.00	
Bill Pmt - Cheque	2017-11-27	879	Touch of The Phoe...	CKMF grant -...	2000-10 - Gra...	-420.00	-4,470.00	
Transfer	2017-12-02			Funds Transf...	1035-10 - 002...	2,470.00	-2,000.00	
Transfer	2017-12-02			Funds Transfer	1060-10 - 002...	2,000.00	0.00	
Total 1000-01 - Chequing Grants (Cheques issued to grant recipients.)							2,050.00	0.00
1000-00 - Operating Chequing Account (To record operating expenses) - Other							4,137.91	
Bill Pmt - Cheque	2017-11-27	875	Golden West Broad...	24 hours givi...	20000 - Accou...	-504.00	3,633.91	
Bill Pmt - Cheque	2017-11-27	876	Jennifer Derksen-V		20000 - Accou...	-95.30	3,538.61	
Bill Pmt - Cheque	2017-11-27	877	Postmedia Network...		20000 - Accou...	-351.75	3,186.86	
Bill Pmt - Cheque	2017-12-10	880	Golden West Broad...		20000 - Accou...	-388.50	2,798.36	
Total 1000-00 - Operating Chequing Account (To record operating expenses) - Other							-1,339.55	2,798.36
Total 1000-00 - Operating Chequing Account (To record operating expenses)							710.45	2,798.36
1035-10 - 00208 - Curtis Klassen Fund (Donations & Interest held to be granted in memory og Curtis Klassen)							4,363.34	
Transfer	2017-12-02			Funds Transf...	1000-01 - Che...	-2,470.00	1,893.34	
Deposit	2017-12-02			Deposit	5000-30 - Gra...	250.00	2,143.34	
Total 1035-10 - 00208 - Curtis Klassen Fund (Donations & Interest held to be granted in memory og Curtis Klass...							-2,220.00	2,143.34
1040-10 - YIP Savings (YIP Flow-through account)							2,413.74	
Total 1040-10 - YIP Savings (YIP Flow-through account)							2,413.74	2,413.74
1050-10 - GIC - Non-Redemable - ACF (GIC's Invested long term.)							1,052,009.84	
Transfer	2017-11-12			Funds Transf...	1070-10 - 002...	-70,000.00	982,009.84	
Transfer	2017-11-20			Funds Transf...	1070-10 - 002...	289,000.00	1,271,009.84	
Total 1050-10 - GIC - Non-Redemable - ACF (GIC's Invested long term.)							219,000.00	1,271,009.84
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	5,000.00
1055-10 - GIC- Non Redemable - KWMF (Long term Investment for the Kendall Wiebe Memorial Fund)							11,678.80	
Total 1055-10 - GIC- Non Redemable - KWMF (Long term investment for the Kendall Wiebe Memorial Fund)							11,678.80	11,678.80
1060-10 - 00204 - Interest Granting - ACF (Interest recieved from Investments and used to fund grants.)							25,295.95	
General Journal	2017-11-30	47		Interest on 50...	1070-10 - 002...	716.05	26,012.00	
General Journal	2017-11-30	47		Interest on 50...	1070-10 - 002...	643.42	26,655.42	
Transfer	2017-12-02			Funds Transfer	1000-01 - Che...	-2,000.00	24,655.42	
Total 1060-10 - 00204 - Interest Granting - ACF (Interest recieved from investments and used to fund grants.)							-640.53	24,655.42
1062-10 - 00210 - Interest Granting - RCF (Interest earned for distribution on the Rosenfeld Cemetery Fund)							149.26	
Total 1062-10 - 00210 - Interest Granting - RCF (Interest earned for distribution on the Rosenfeld Cemetery Fund)							149.26	149.26

1:21 PM
2017-12-10
Accrual Basis

Altona Community Foundation Inc.
Profit & Loss
1 October through 12 December 2017

	<u>1 Oct - 12 Dec 17</u>
Ordinary Income/Expense	
Income	
4000-00 - Tax-Receipted Donations - ACF (Total eligible amount of gifts received by th...	26,589.59
4100-20 - Interest on Investments - ACF (Revenue from Investments in cash, securities...	2,772.52
4100-30 - Interest on Investment - RCF (Income earned on Investments for Rosenfeld ...	147.50
Total Income	<u>29,509.61</u>
Gross Profit	29,509.61
Expense	
5000-00 - Advertising and Promotion (Advertising, marketing, graphic design, and oth...	1,585.00
5000-20 - Grants Paid - ACF (Program-related awards, grants, benefits, Individual asse...	-17.40
5000-30 - Grants Paid - CKMF (Grants paid on behalf of Curtis Klassen MemorialFund)	2,820.00
5010-00 - Bank Service Charges - ACF (Bank account service fees, bad check charges ...	1.95
5010-40 - Bank Service Charges - CKMF (Service charged on the Curtis Klassen fund ...	1.30
5030-00 - Postage	12.20
5070-00 - Meeting Expenses (Expenses related to board meetings. Lunch etc.)	143.37
5090-00 - Office Supplies (Office supplies expense)	101.88
Total Expense	<u>4,648.30</u>
Net Ordinary Income	<u>24,861.31</u>
Net Income	<u><u>24,861.31</u></u>