



Minutes of the Altona Community Foundation Board of Directors held on Friday, June 23, 2017 at 12:00 pm at Golden West Broadcasting boardroom.

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

Regrets: Byron Loeppky and Bill Penner.

1. Call to Order

Perry Batchelor called the meeting to order at 12:04 p.m.

2. Review of the Agenda

**MOTION: Brenda Thiesen – moved – Brad Derksen – seconded – THAT** the agenda is approved as presented.

**CARRIED.**

3. Review of Previous Minutes

**MOTION: Steve Siemens – moved – Brad Derksen – seconded - THAT** the minutes of the meeting held May 19, 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.**

▪ Blue Sky Opportunities did not submit enough invoices for the total project cost of their 2017 spring grant.

**MOTION: Wendy Dyck – moved – Brad Derksen – seconded – THAT** the Altona Community Foundation pro-rate the \$3,000 grant to Blue Sky Opportunities to reflect the actual amount spent and approve a payment of \$2,820.

**CARRIED.**

▪ The Gardens on Tenth did not submit enough invoices for the total project cost of their 2016 fall grant.

**MOTION: Wendy Dyck – moved – Brad Derksen – seconded – THAT** the Altona Community Foundation pro-rate the \$6,000 grant to The Gardens on Tenth to reflect the actual amount spent and approve a payment of \$5,820.

**CARRIED.**

▪ Field of Dreams did not submit enough invoices for the total project cost of their 2016 fall grant.

**MOTION: Wendy Dyck – moved – Brad Derksen – seconded – THAT** the Altona Community Foundation pro-rate the \$4,500 grant to Field of Dreams to reflect the actual amount spent and approve a payment of \$4,365.

**CARRIED.**

5. Liability Insurance
  - Currently the Altona Community Foundation board does not carry liability insurance.
  - Board members to make inquiries and report back at next meeting.
6. YIP
  - YIP group awarded their grants on June 2 at a special presentation ceremony at W.C. Miller Collegiate.
  - Reps from Katie Cares, Altona Curling Club, Build a Village and Youth for Christ were in attendance to accept their cheques from both YIP and ACF reps.
  - A press release was sent to the media.
7. Community Foundations of Canada Matching Program
  - Received the cheque for \$2,500 from CFC.
  - Waiting for the Town of Altona to submit invoices and then the grant can be paid out.
8. Public Relations Committee Report
  - Spring grant recipients' story appeared on PV online.
9. Asset Development Committee Report
  - Loren met with Menno Friesen to brainstorm on asset development for the ACF.
  - One idea was reaching out to donors with a multi-year pledge form.
  - Rest of discussion was tabled for a planning meeting.
10. Grant Committee Report
  - Grant letters were sent out to the 2017 spring grant recipients.
11. Earl Dick Golf Tournament
  - Brad to follow up with Jim Dick in regards to this year's golf tournament and advise board of the date via email.
12. New Business
  - Scott Penner from Pioneer Meats has expressed interest in joining the ACF board. The board will welcome Scott to the ACF board at their October meeting. Two more board spots need to be filled by October. Brad to make contact with a Friesens rep and advise the board via email if they are in acceptance. Board members to keep in contact via email on the remaining board spot over the next two months.
13. Next Meeting Date
  - Friday, September 8 – 12 noon – Golden West boardroom.
14. 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, September 8 at 12 noon.

**CARRIED.**



Perry Batchelor,  
Altona Community Foundation

9:18 AM  
 2017-06-23  
 Accrual Basis

Altona Community Foundation Inc.  
**Balance Sheet**  
 As of 23 June 2017

	<u>23 Jun 17</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Chequing/Savings</b>	
1000-00 - Operating Chequing Account (To record operating expenses)	
1000-01 - Chequing Grants (Cheques issued to grant recipients.)	-2,000.00
1000-00 - Operating Chequing Account (To record operating expenses) - Other	5,525.37
<b>Total 1000-00 - Operating Chequing Account (To record operating expenses)</b>	<u>3,525.37</u>
1035-10 - 00208 - Curtis Klassen Fund (Donations & Interest held to be granted in ma...	6,386.38
1040-10 - YIP Savings (YIP Flow-through account)	2,408.23
1050-10 - GIC - Non-Redemable - ACF (GIC's Invested long term.)	1,267,009.84
1052-10 - GIC - Non Redemable - RCF (Long term investments for the Rosenfeld Came...	5,000.00
1055-10 - GIC - Non Redemable - KWMMF (Long term investment for the Kendall Wiebe ...	11,398.70
1060-10 - 00204 - Interest Granting - ACF (Interest received from investments and use...	32,852.21
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.)	491.68
1080-10 - 00209 - Savings for Invest - RCF (Donations received for investing in the Ros...	200.00
1085-10 - 00211 - Savings for Invest - KWMMF (Donations held in savings for KWMMF till I...	96.01
<b>Total Chequing/Savings</b>	<u>1,329,370.13</u>
<b>Other Current Assets</b>	
12000 - Undeposited Funds (Funds received, but not yet deposited to a bank account)	110.00
12010 - Deposits to be receipted. (Donations that have been deposited but need to be ...	-250.00
<b>Total Other Current Assets</b>	<u>-140.00</u>
<b>Total Current Assets</b>	<u>1,329,230.13</u>
<b>Other Assets</b>	
1210-10 - Accrued Interest Receivable	12,849.02
<b>Total Other Assets</b>	<u>12,849.02</u>
<b>TOTAL ASSETS</b>	<u><u>1,342,079.15</u></u>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Accounts Payable</b>	
2000-10 - Grants Payable (Grants promised to other organizations or individuals)	39,000.00
<b>Total Accounts Payable</b>	<u>39,000.00</u>
<b>Other Current Liabilities</b>	
2050-00 - Acct's Payable & Accrued Liab.	2,500.00
2550-00 - GST/HST Payable (Tax amounts collected on sales and paid on purchases...	-240.66
<b>Total Other Current Liabilities</b>	<u>2,259.34</u>
<b>Total Current Liabilities</b>	<u>41,259.34</u>
<b>Total Liabilities</b>	<u>41,259.34</u>
<b>Equity</b>	
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
<b>Net Income</b>	25,084.73
<b>Total Equity</b>	<u>1,300,819.81</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><u>1,342,079.15</u></u>

9:26 AM

2017-06-23

Accrual Basis

**Altona Community Foundation Inc.**  
**General Ledger**  
**As of 23 June 2017**

Type	Date	Num	Name	Memo	Split	Amount	Balance	
<b>1000-00 - Operating Chequing Account (To record operating expenses)</b>							5,792.06	
<b>1000-01 - Chequing Grants (Cheques Issued to grant recipients.)</b>							200.00	
Bill Pmt -Cheque	2017-06-05	848	Build a Village - GR	854899051R...	2000-10 - Gra...	-1,300.00	-1,100.00	
Bill Pmt -Cheque	2017-06-05	849	Katie Cares - GR	YIP Grant: w...	2000-10 - Gra...	-1,500.00	-2,600.00	
Bill Pmt -Cheque	2017-06-05	850	The Station, Youth...	YIP Grant - ...	2000-10 - Gra...	-1,000.00	-3,600.00	
Transfer	2017-06-09			Funds Trans...	1040-10 - YIP...	3,800.00	200.00	
Transfer	2017-06-11			Funds Trans...	1040-10 - YIP...	-200.00	0.00	
Bill Pmt -Cheque	2017-06-12	852	Town of Altona GR	108124645R...	2000-10 - Gra...	-2,000.00	-2,000.00	
Total 1000-01 - Chequing Grants (Cheques Issued to grant recipients.)							-2,200.00	-2,000.00
<b>1000-00 - Operating Chequing Account (To record operating expenses) - Other</b>							5,592.06	
Bill Pmt -Cheque	2017-06-05	847	Jennifer Derksen-V	May ACF m...	2000 - Acco...	-66.69	5,525.37	
Bill Pmt -Cheque	2017-06-11	851	Town of Altona GR	VOID: 10812...	2000-10 - Gra...	0.00	5,525.37	
Total 1000-00 - Operating Chequing Account (To record operating expenses) - Other							-66.69	5,525.37
Total 1000-00 - Operating Chequing Account (To record operating expenses)							-2,266.69	3,525.37
<b>1035-10 - 00208 - Curtis Klassen Fund (Donations &amp; interest held to be granted in memory og Curtis Klassen)</b>							4,706.38	
Deposit	2017-05-29			Deposit	-SPLIT-	1,430.00	6,136.38	
Deposit	2017-06-01			Deposit	-SPLIT-	150.00	6,286.38	
Deposit	2017-06-09			Deposit	12000 - Unde...	100.00	6,386.38	
Total 1035-10 - 00208 - Curtis Klassen Fund (Donations & interest held to be granted in memory og Curti...							1,680.00	6,386.38
<b>1040-10 - YIP Savings (YIP Flow-through account)</b>							5,785.73	
Transfer	2017-06-09			Funds Trans...	1060-10 - 002...	222.50	6,008.23	
Transfer	2017-06-09			Funds Trans...	1000-01 - Ch...	-3,800.00	2,208.23	
Transfer	2017-06-11			Funds Trans...	1000-01 - Ch...	200.00	2,408.23	
Total 1040-10 - YIP Savings (YIP Flow-through account)							-3,377.50	2,408.23
<b>1050-10 - GIC - Non-Redemable - ACF (GIC's Invested long term.)</b>							1,171,009.84	
Transfer	2017-05-27			Funds Trans...	1070-10 - 002...	96,000.00	1,267,009.84	
Total 1050-10 - GIC - Non-Redemable - ACF (GIC's Invested long term.)							96,000.00	1,267,009.84
<b>1052-10 - GIC - Non Redemable - RCF (Long term Investments for the Rosenfeld Cemetry Fund)</b>							5,000.00	
Total 1052-10 - GIC - Non Redemable - RCF (Long term Investments for the Rosenfeld Cemetry Fund)							5,000.00	
<b>1055-10 - GIC - Non Redemable - KWMF (Long term Investment for the Kendall Wiebe Memorial Fund)</b>							11,398.70	
Total 1055-10 - GIC - Non Redemable - KWMF (Long term investment for the Kendall Wiebe Memorial F...							11,398.70	
<b>1060-10 - 00204 - Interest Granting - ACF (Interest recieved from Investments and used to fund grants.)</b>							33,074.71	
Transfer	2017-06-09			ACF grant m...	1040-10 - YIP...	-222.50	32,852.21	
Total 1060-10 - 00204 - Interest Granting - ACF (Interest recieved from Investments and used to fund gra...							-222.50	32,852.21
<b>1062-10 - 00210 - Interest Granting - RCF (Interest earned for distribution on the Rosenfeld Cemetry Fund)</b>							1.71	
Total 1062-10 - 00210 - Interest Granting - RCF (Interest earned for distribution on the Rosenfeld Cem...							1.71	
<b>1070-10 - 00206 - Savings for Invest.-ACF (Donations recieved and held till Invested.)</b>							96,441.68	
Deposit	2017-05-22			Deposit	12010 - Depo...	50.00	96,491.68	
Transfer	2017-05-27			Funds Trans...	1050-10 - Gi...	-96,000.00	491.68	
Total 1070-10 - 00206 - Savings for Invest.-ACF (Donations recieved and held till Invested.)							-95,950.00	491.68
<b>1080-10 - 00209 -Savings for Invest - RCF (Donations recieved for Investing in the Rosenfeld Cemetry Fund)</b>							200.00	
Total 1080-10 - 00209 -Savings for Invest - RCF (Donations recieved for Investing in the Rosenfeld Cem...							200.00	
<b>1085-10 - 00211-Savings for Invest - KWMF (Donations held in savings for KWMF till Invested.)</b>							96.01	
Total 1085-10 - 00211-Savings for Invest - KWMF (Donations held in savings for KWMF till Invested.)							96.01	
<b>TOTAL</b>						<b>-4,136.69</b>	<b>1,329,370.13</b>	

9:19 AM  
 2017-06-23  
 Accrual Basis

**Altona Community Foundation Inc.**  
**Profit & Loss**  
 1 October 2016 through 23 June 2017

1 Oct '16 - 23 Jun 17

<b>Ordinary Income/Expense</b>	
<b>Income</b>	
4000-00 - Tax-Receipted Donations - ACF (Total eligible amount of gifts received by the registrar...)	31,567.60
4000-10 - Tax Receipted Donations - RCF (Donations received for the Rosenfeld Cemetery Fund)	200.00
4000-40 - Tax-receipted Donations - CKMF (Donations to the Curtis Klassen Fund)	8,580.00
4000-50 - Tax-receipted Donations - YIP (Donations to YIP)	5,986.38
4010-00 - Donation, Grants, Not Receipted (Amount received from other registered charities. R...)	3,533.60
4100-20 - Interest on Investments - ACF (Revenue from investments in cash, securities, and pro...)	23,284.47
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
<b>Total Income</b>	<b>77,699.65</b>
<b>Gross Profit</b>	<b>77,699.65</b>
<b>Expense</b>	
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)	37,387.00
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
5000-60 - Grants Paid - YIP	3,800.00
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
5010-70 - Bank Service Charges - YIP	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.)	633.04
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
66700 - Accounting Fees (Payments to Accountants for services rendered)	1,620.00
<b>Total Expense</b>	<b>52,614.92</b>
<b>Net Ordinary Income</b>	<b>25,084.73</b>
<b>Net Income</b>	<b>25,084.73</b>

9:37 AM

2017-06-23

Accrual Basis

**Altona Community Foundation Inc.**  
**General Ledger**  
**As of 23 June 2017**

Type	Date	Num	Name	Memo	Split	Amount	Balance
<b>1040-10 - YIP Savings (YIP Flow-through account)</b>							0.00
Deposit	2016-12-29			Deposit from...	4000-50 - Tax...	5,763.88	5,763.88
Deposit	2017-02-21			Deposit	4000-50 - Tax...	222.50	5,986.38
Transfer	2017-04-17			Funds Trans...	1000-01 - Ch...	-200.00	5,786.38
General Journal	2017-04-30	35		s/c	50 10-70 - Ba...	-0.65	5,785.73
Transfer	2017-06-09			Funds Trans...	1060-10 - 002...	222.50	6,008.23
Transfer	2017-06-09			Funds Trans...	1000-01 - Ch...	-3,800.00	2,208.23
Transfer	2017-06-11			Funds Trans...	1000-01 - Ch...	200.00	2,408.23
<b>Total 1040-10 - YIP Savings (YIP Flow-through account)</b>						<b>2,408.23</b>	<b>2,408.23</b>
<b>4000-50 - Tax-receipted Donations - YIP (Donations to YIP)</b>							0.00
Deposit	2016-12-29			From WC ML...	1040-10 - YIP...	-5,763.88	-5,763.88
Deposit	2017-02-21		W.C. Miller YIP GR	Student Cou...	1040-10 - YIP...	-222.50	-5,986.38
<b>Total 4000-50 - Tax-receipted Donations - YIP (Donations to YIP)</b>						<b>-5,986.38</b>	<b>-5,986.38</b>
<b>5000-60 - Grants Paid - YIP</b>							0.00
Bill	2017-05-19	YIP o...	The Station, Youth...	YIP Grant - ...	2000-10 - Gra...	1,000.00	1,000.00
Bill	2017-05-19	YIP ...	Build a Village - GR	YIP Grant	2000-10 - Gra...	1,300.00	2,300.00
Bill	2017-05-19	YIP - ...	Katie Cares - GR	YIP Grant: w...	2000-10 - Gra...	1,500.00	3,800.00
<b>Total 5000-60 - Grants Paid - YIP</b>						<b>3,800.00</b>	<b>3,800.00</b>
<b>5010-70 - Bank Service Charges - YIP</b>							0.00
General Journal	2017-04-30	35		s/c	1040-10 - YIP...	0.65	0.65
<b>Total 5010-70 - Bank Service Charges - YIP</b>						<b>0.65</b>	<b>0.65</b>
<b>TOTAL</b>						<b>222.50</b>	<b>222.50</b>

**Spring 2016 - Grant Announced May/16. Need to be taken by May/17.**

	Project Cost	Request	Approved	Taken	Date Paid	CK No.
Big Brothers & Big Sisters, Micheal Penner, Start up.	\$1,000	\$1,000	\$500	\$290	May-17	843
Borderline Shooting Assoc., Mike Toews, Range Improvements	\$20,000	\$5,000	\$1,500			
Genesis House, Angela Brown, New Furniture	\$1,488	\$1,488	\$500	\$210	Feb-17	834
Gardens on Tenth, Laurie Schellenberg, Wheelchair Ramp	\$100,000	\$9,384	\$2,500	\$2,500	Jun-18	795
Town of Altona, Altona Elks, Guy Mullen, Indoor Play Structure	\$90,000	\$5,000	\$2,500	\$2,175	Feb-17	835
Town of Altona, Altona Skating Club, Tara Glaspey, Skating Harness	\$6,000	\$5,000	\$2,000			
Neubergthal Heritage Foundation, Shaun Friesen, House Improvements	\$13,800	\$10,000	\$2,000	\$2,000	Nov-18	812
Care Inc., Ann Kroeker, Palliative Care Training	\$2,950	\$2,000	\$1,000	\$780	2016-11-28	818
Rhineland Child Care Center, Dolores Deppe, New Cribs, playpens, highchairs	\$1,835	\$1,000	\$500	\$500	Oct-18	807
Blue Sky Opportunity Inc., Richard Neufeld, Building Construction,	\$861,500	\$10,000	\$5,000	\$5,000	Mar-17	838
Borderland School Div, Gretna Parent Council, Amanda Braun, Pathway & Improv.	\$55,000	\$2,500	\$1,500	\$990	Nov-18	818
Municipality of Rhineland, Gretna Arena, Chris Franz, Drinking Water System	\$2,500	\$2,000	\$500			

5,500.00	arts
7,500.00	youth/children
4,000.00	community/history
1,000.00	education
2,500.00	seniors
12,000.00	special needs
7,500.00	recreation

40,000.00

**Total Grants Approved Spring 2016**

**\$20,000**

**Total Grants Taken & Carry Forward**

**\$14,425**

**Unclaimed Grants**

**\$5,575**

**Fall 2016 - Grant Announced Nov/16. Need to be taken by Nov/17**

	Project Cost	Request	Approved	Taken	Date Paid	CK No.
Gardens on Tenth, Fire Alarm Panel			\$6,000			
Town of Altona, Field of Dreams Grandstands			\$4,500			
Town of Altona, Altona Curling Club Sound System	\$1,200	\$1,200	\$1,000	\$1,000	Jan-17	828
Manitoba Mennonite Historical Society, Bergthal School			\$3,500			
Town of Altona, Altona Minor Hockey Jerseys	\$10,000		\$2,000	\$2,000	Jun-17	851
Rosenfeld Good Neighbour Centre, Roof/Kitchen repairs	\$26,000		\$3,000			

**Total Grants Approved Fall 2016**

**\$20,000**

**Total Grants Taken & Carry Forward**

**\$3,000**

**Unclaimed Grants**

**\$17,000**