



Minutes of the Altona Community Foundation Board of Directors held on Friday, May 11, 2018 at 12:00 pm in the Golden West boardroom at Golden West Broadcasting.

Present were: president, Bill Penner; treasurer, Wendy Dyck; Loren Brault; Brenda Thiesen; Scott Penner; Keith Stoesz; and Brad Derksen.

Regrets: Chris Sumner, Ken Wiebe.

1. Call to Order

Bill Penner called the meeting to order at 12:07 p.m.

2. Review of the Agenda

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

CARRIED.

3. Review of Previous Minutes

MOTION: Scott Penner – moved – Brad Derksen – seconded - THAT the minutes of the meeting held April 27, 2018 are adopted as circulated.

CARRIED.

4. Financial

- Youth for Christ did not submit enough invoices for the total project cost of \$4,500 on their 2017 spring grant for \$1,500. Receipts submitted only totalled \$1,443.85.

MOTION: Wendy Dyck – moved – Chris Sumner – seconded – THAT the Altona Community Foundation pro-rate the \$1,500 grant to Youth for Christ to reflect the actual amount spent and approve a payment of \$481.50.

CARRIED.

- Wendy presented the attached financial reports to the board.

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

CARRIED.

5. Granting

- 2018 spring grant applications: 14 grants received - 12 grants were accepted, 1 was denied due to the request being for operating expenses and 1 was denied because it was submitted past the deadline.
- Brenda went through the scoring guide for the grants received with the board.
- Board confirmed the following \$16,230 in grant requests:
 - Altona Curling Club - \$2,630 – kitchen refit
 - Altona Family Resource - \$500 – wooden blocks
 - Field of Dreams - \$2,000 – structure for additional seating
 - Gretna Prairie Centre - \$500 - blinds
 - Manitoba Sunflower Festival - \$1,000 – runway upgrades
 - Neuberghal Heritage Foundation - \$2,000 – sound system/chairs

- Oakview Golf & Country Club - \$1,000 – golf clubs and supplies for Little Swingers
- Rhineland Child Care - \$700 – upgrade shelving & couch
- Rosenfeld Good Neighbour Centre - \$2,500 – replace ceiling/upgrade kitchen
- Rosenfeld History Book - \$1,200 – history book
- Rosenfeld Skating Rink - \$1,200 – upgrade lighting
- The Gardens on Tenth - \$1,000 – railing for parkade

MOTION: Brad Derksen – moved – Loren Braul – seconded – THAT the Altona Community Foundation approve the 2018 spring grant requests pending receiving missing information from Oakview Golf & Country Club, Altona Curling Club and Manitoba Sunflower Festival.

CARRIED.

- Letters to be hand delivered to grant recipients.
- Brenda to contact the two denied grant applicants.
- Press release to be sent to media after all information has been received.

6. YIP

- Chris reported via email that YIP has officially received three applications for grants and one pending board approval.

MOTION: Wendy Dyck – moved – Scott Penner – seconded – THAT the applications provided by YIP are approved as presented.

CARRIED.

- Moving forward instead of providing cheques to YIP to disperse to grant recipients they will be providing a letter of intent. YIP grant recipients will have one year to provide receipts to ACF showing that their project is complete before any money is dispersed– same guidelines/protocols that the Altona Community Foundation follows during their granting process.

7. Public Relation Report

- No new report.

8. Asset Development Report

- No new report.

9. New Business

- The ACF TV in the mall is no longer working. Jenn to confirm with BSI if we replace the TV will they continue to display the TV in their window and run our power point. Scott to get some pricing on a new TV and report back to the board.

10. Next Meeting Date

- Friday, June 1 – 12 noon – Golden West boardroom.

11. Adjournment at 12:50 p.m.

THEREFORE BE IT RESOLVED THAT this meeting is now adjourned and the next meeting of the Altona Community Foundation will be held on Friday, June 1 at 12 noon.

CARRIED.



Bill Penner, president
Altona Community Foundation

9:09 AM

May 11, 2018
Accrual Basis

Altona Community Foundation Inc.
Balance Sheet
As of 11 May 2018

11 May 18

ASSETS	
Current Assets	
Chequing/Savings	
1000-00 - Operating Chequing Account (To record operating expenses)	
1000-01 - Chequing Grants (Cheques issued to grant recipients.)	-968.70
1000-00 - Operating Chequing Account (To record operating expenses) - Ot...	1,420.97
Total 1000-00 - Operating Chequing Account (To record operating expenses)	452.27
1035-10 - 00208 - Curtis Klassen Fund (Donations & Interest held to be granted...	550.20
1040-10 - YIP Savings (YIP Flow-through account)	2,919.23
1050-10 - GIC - Non-Redemable - ACF (GIC's Invested long term.)	1,226,100.00
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 ...	11,703.92
1060-10 - 00204 - Interest Granting - ACF (Interest received from investments a...	36,190.53
1062-10 - 00210 - Interest Granting - RCF (Interest earned for distribution on th...	0.39
1070-10 - 00206 - Savings for Invest-ACF (Donations received and held till Inv...	96,192.47
1080-10 - 00209 - Savings for Invest - RCF (Donations received for investing in ...	168.12
1085-10 - 00211 - Savings for Invest - KWMF (Donations held in savings for KW...	37.49
Total Chequing/Savings	1,379,314.62
Accounts Receivable	
11000 - Accounts Receivable (Unpaid or unapplied customer Invoices and cre...	375.00
Total Accounts Receivable	375.00
Other Current Assets	
12000 - Undeposited Funds (Funds received, but not yet deposited to a bank a...	253.12
12200 - Accrued Revenue (Income earned this year, collected next year)	1,964.84
Total Other Current Assets	2,217.96
Total Current Assets	1,381,907.58
Other Assets	
1210-10 - Accrued Interest Receivable	12,849.02
Total Other Assets	12,849.02
TOTAL ASSETS	1,394,756.60
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000-10 - Grants Payable (Grants promised to other organizations or indivL...	20,450.00
Total Accounts Payable	20,450.00
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...	-266.95
Total Other Current Liabilities	2,233.05
Total Current Liabilities	22,683.05
Total Liabilities	22,683.05
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	50,501.19
Total Equity	1,372,073.55
TOTAL LIABILITIES & EQUITY	1,394,756.60

8:08 AM
 2018-05-11
 Accrual Basis

Altona Community Foundation Inc.
 General Ledger
 As of 11 May 2018

Type	Date	Num	Name	Memo	Split	Amount	Balance
1000-00 - Operating Chequing Account (To record operating expenses)							2,192.72
1000-01 - Chequing Grants (Cheques issued to grant recipients.)							0.00
Bill Pmt -Cheque	2018-05-11	900	Boomerang Bags Altona	spring 2017 ...	2000-10 - Gra...	-487.20	-487.20
Bill Pmt -Cheque	2018-05-11	901	The Station, Youth For Christ - GR	spring 2017 ...	2000-10 - Gra...	-481.50	-968.70
Total 1000-01 - Chequing Grants (Cheques issued to grant recipients.)						-968.70	-968.70
1000-00 - Operating Chequing Account (To record operating expenses) - Other							2,192.72
Bill Pmt -Cheque	2018-05-11	898	Golden West Broadcasting-V		20000 - Accou...	-420.00	1,772.72
Bill Pmt -Cheque	2018-05-11	899	Postmedia Network- V		20000 - Accou...	-351.75	1,420.97
Total 1000-00 - Operating Chequing Account (To record operating expenses) - Other						-771.75	1,420.97
Total 1000-00 - Operating Chequing Account (To record operating expenses)						-1,740.45	452.27
1035-10 - 00208 - Curtis Klassen Fund (Donations & interest held to be granted in memory og Curtis Klassen)							550.20
Total 1035-10 - 00208 - Curtis Klassen Fund (Donations & interest held to be granted in memory og Curtis Klassen)							550.20
1040-10 - YIP Savings (YIP Flow-through account)							2,919.23
Total 1040-10 - YIP Savings (YIP Flow-through account)							2,919.23
1060-10 - GIC - Non-Redemable - ACF (GIC's invested long term.)							1,226,100.00
Total 1050-10 - GIC - Non-Redemable - ACF (GIC's invested long term.)							1,226,100.00
1062-10 - 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
1066-10 - GIC- Non Redemable - KWWMF (Long term investment for the Kendall Wiebe Memorial Fund)							11,703.92
Total 1055-10 - GIC- Non Redemable - KWWMF (Long term investment for the Kendall Wiebe Memorial Fund)							11,703.92
1060-10 - 00204 - Interest Granting - ACF (Interest received from investments and used to fund grants.)							36,190.53
Total 1060-10 - 00204 - Interest Granting - ACF (Interest received from investments and used to fund grants.)							36,190.53
1062-10 - 00210 - Interest Granting - RCF (Interest earned for distribution on the Rosenfeld Cemetery Fund)							0.39
Total 1062-10 - 00210 - Interest Granting - RCF (Interest earned for distribution on the Rosenfeld Cemetery Fund)							0.39
1070-10 - 00206 - Savings for invest-ACF (Donations received and held till invested.)							96,192.47
Total 1070-10 - 00206 - Savings for invest-ACF (Donations received and held till invested.)							96,192.47
1080-10 - 00209 -Savings for invest - RCF (Donations received for investing in the Rosenfeld Cemetery Fund)							168.12
Total 1080-10 - 00209 -Savings for invest - RCF (Donations received for investing in the Rosenfeld Cemetery Fund)							168.12
1085-10 - 00211-Savings for invest - KWWMF (Donations held in savings for KWWMF till invested.)							37.49
Total 1085-10 - 00211-Savings for invest - KWWMF (Donations held in savings for KWWMF till invested.)							37.49
TOTAL						-1,740.45	1,378,314.82

9:10 AM
 11-05-18
 Accrual Basis

Altona Community Foundation Inc.
Profit & Loss
 1 October 2017 through 11 May 2018

1 Oct '17 - 11 May 18

Ordinary Income/Expense	
Income	
4000-00 - Tax-Receipted Donations - ACF (Total eligible amount of gifts received by th...	49,424.69
4000-40 - Tax-receipted Donations - CKMF (Donations to the Curtis Klassen Fund)	500.00
4000-50 - Tax-receipted Donations - YIP (Donations to YIP)	571.43
4010-00 - Donation, Grants, Not Receipted (Amount received from other registered cha...	1,596.26
4100-20 - Interest on Investments - ACF (Revenue from Investments in cash, securities...	18,546.06
4100-30 - Interest on Investment - RCF (Income earned on Investments for Rosenfeld ...	147.85
4100-40 - Interest - Curtis Klassen Fund (Interest Eraned on Curtis Klassen Fund)	7.01
4100-50 - Interest on Investment - KWFund (Interest earned on Investments an for the ...	25.26
4100-60 - Interest on YIP Fund	3.57
43760 - Other Income - not receipted (Amount of all other gifts which which a tax rece...	2,105.00
43770 - Spec. gift from oth reg. char. (Amount of specified gifts received from other re...	2,000.00
Total Income	75,027.13
Gross Profit	75,027.13
Expense	
5000-00 - Advertising and Promotion (Advertising, marketing, graphic design, and oth...	2,320.00
5000-20 - Grants Paid - ACF (Program-related awards, grants, benefits, Individual assl...	12,951.30
5000-30 - Grants Paid - CKMF (Grants paid on behalf of Curtis Klassen MemorialFund)	4,770.00
5000-40 - Grants Paid - RCF (Funds paid from the Rosenfeld Cemetery Fund Account.)	149.26
5010-00 - Bank Service Charges - ACF (Bank account service fees, bad check charges ...	5.20
5010-40 - Bank Service Charges - CKMF (Service charged on the Curtis Klassen fund ...	3.25
5010-50 - Bank Service Charges - RCF (Bank Service charges on the Rosenfeld Cenets...	1.96
5010-60 - Bank Service Charges - KWMF (Service fees from the Credit Union)	0.65
5010-70 - Bank Service Charges - YIP	0.65
5030-00 - Postage	63.20
5070-00 - Meeting Expenses (Expenses related to board meetings, Lunch etc.)	408.43
5080-00 - Membership Fees & Dues	530.00
5090-00 - Office Supplies (Office supplies expense)	146.04
5120-00 - Salary / Contract Labour (Payroll expenses)	476.00
66700 - Accounting Fees (Payments to Accountants for services rendered)	2,700.00
Total Expense	24,525.94
Net Ordinary Income	50,501.19
Net Income	50,501.19

9:09 AM
11-05-18

Altona Community Foundation Inc.
A/P Aging Summary
As of 11 May 2018

	<u>Current</u>	<u>1 - 30</u>	<u>31 - 60</u>	<u>61 - 90</u>	<u>> 90</u>	<u>TOTAL</u>
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	5,500.00	5,500.00
Municipality of Rhineland - GR	0.00	0.00	0.00	0.00	1,200.00	1,200.00
Neubergthal Heritage Foundation Inc. - 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	5,750.00	5,750.00
South Central Regional Library - GR	0.00	0.00	0.00	0.00	4,000.00	4,000.00
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>20,450.00</u>	<u>20,450.00</u>