



Altona Community Foundation

Minutes

January 13, 2021

Minutes of the Altona Community Foundation Board of Directors online meeting held on Wednesday, January 13, 2021 at 12:00 pm.

Present were: president, Chris Sumner; vice-president Loren Braul; treasurer, Angus Klassen; Bill Penner; Tracy Klassen; Scott Penner; Pat Friesen; Ken Wiebe, and Keith Stoesz.

1. Call to Order

Chris Sumner called the meeting to order at 12:04 p.m.

2. Review of the Agenda

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

CARRIED.

3. Review of Previous Minutes

MOTION: Scott Penner – moved – Tracy Klassen – seconded – THAT the minutes of the meeting held December 9, 2020 are adopted as circulated.

CARRIED.

4. Financial

- We received \$35,000 from TWF for our annual admin grants, 24hr GC matching grant and annual interest earned. \$27,125 ($\$775,000 \times 3.5\%$) of this balance was interest earned even though we only had our funds with TWF as of September 30. We will have a significant increase to interest for granting this year as we collected interest on these funds up to Sep 30 and now received a full year of interest for only a couple months. Interest for granting is roughly at \$55,000 after removing outstanding grants payable.
- Moved \$2,200 to operating from the ECSF honourarium money the ACF received.
- GTP is wrapping up the ACF yearly review and should be finalized shortly.
- More end of year donation receipts will be issued.
- The Rosenfeld School had their 2019 fall grant pro-rated from \$8,300 to \$6,465 for not submitting enough invoices. They sent new invoices to be considered that equalled their original total project cost and asked to receive their full grant payment of \$8,300.

MOTION: Keith Stoesz – moved – Lorne Braul – seconded – THAT the Altona Community Foundation approve the balance of the 2019 fall grant to Rosenfeld School to reflect the actual amount spent and approve an additional payment of \$1,835.

CARRIED.

- Angus started transferring files over to the new ACF laptop that we received in October as part of the Endow MB IT Enhancement program. The current laptop is 3-4 years old, ACF to maintain and keep within the board.
- Computer came with Office 365 but Angus will need to purchase some additional software from TechSoup for the new computer: QuickBooks and anti-virus software.

MOTION: Bill Penner – moved – Ken Wiebe – seconded – THAT Angus has approval to purchase the additional software as needed for the new ACF laptop.

CARRIED.

- The Gardens on Tenth did not submit enough invoices for their total project cost of \$4,816 on their 2020 spring grant of \$1,500 for tables and chairs. Invoices submitted were for \$3,404.80.
- Board advised not to pro-rate grant as the grant was for matching dollars from the ACF for the Build 150 program and both grants did not exceed the total project cost.

MOTION: Loren Bral – moved – Scott Penner – seconded – THAT the Altona Community Foundation not pro-rate the \$1,500 grant to The Gardens on Tenth as it is part of the Build 150 program and approve a payment of \$1,500.

CARRIED.

- Angus presented the attached financial reports to the board prior to the meeting via email.

MOTION: Angus Klassen – moved – Pat Friesen – seconded – THAT the attached financial reports are approved as presented.

CARRIED.

5. Scholarship Fund

- Board reviewed a proposed scholarship fund, along with information regarding scholarship funds from Endow MB and The Winkler Community Foundation.
- Chris to set up a virtual meeting with potential donor and the asset development committee prior to next meeting and report back to board.

6. RBC Vital Conversation Date

- Tentative virtual meeting date is set for March 3 @ noon.
- Chris to contact YFC and YIP.

7. YIP

- Nothing new to report, still waiting for confirmation if they will be running the program this year due to COVID.

8. Menno H. Friesen Fund

- The Altona Community Foundation approved a grant of \$1,522 from the Menno H. Friesen fund, as per the Friesen's family direction to the Field of Dreams committee field house project detailed in their spring 2020 grant application received and approved by Altona Community Foundation.
- Ken abstained.

MOTION: Bill Penner – moved – Loren Bral – seconded – THAT the Altona Community Foundation approve a grant of \$1,522 from the Menno H. Friesen Fund to the Field of Dreams.

CARRIED.

- Angus to issue payment.
- A revised Menno H. Friesen fund agreement was sent to the Curwin to sign with the correct fee structure. Because the fee structure was incorrect on the original agreement the ACF board made the decision to waive all fees that would have been applied to this point.

9. Neubergthal Heritage Fund

- Endow MB reported the MHTP is going to be extended past March 31, 2021. Denise to send out more details when she has them.
- The Winnipeg Foundation will be sending out triplicate copies of the NHF agreement to be signed and returned with their initial deposit of \$2,500.

10. Granting Committee Report

- It was reported in the media that the Trans Canada Trail committee would not be moving forward with tree planting this year. This group received a 2020 grant from the ACF and Build 150 to be used for tree planting. Deadline for grant completion is July 31, 2021.
- Granting committee to get in contact with the Trans Canada Trail committee and report back to the board.

11. Public Relations Committee Report

- No new report.

12. Asset Development Committee Report

- Gallery in the Park reported they had lots of visitors this year. Thanks to ACF for their 2020 grant that helped cover their exhibition costs.

13. New business

- No new business.

14. Next Meeting Date

- Wednesday, February 17 – 12 noon – online.

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 Wednesday, February 17 at 12 noon.

CARRIED.



Chris Sumner, president
Altona Community Foundation

8:09 AM

2021-01-13

Accrual Basis

Altona Community Foundation Inc.
General Ledger
As of 31 January 2021

Type	Date	Num	Name	Memo	Split	Amount	Balance
1020-10 - TWF - ACF Managed Fund (The Winnipeg Foundation managed fund)							
Deposit	2020-12-30			Deposit	-SPLIT-	700.00	796,477.00
Transfer	2021-01-11			Funds Transf...	1000-00 - Ope...	9,600.00	805,777.00
Transfer	2021-01-11			Funds Transf...	1000-00 - Ope...	8,450.00	814,227.00
Total 1020-10 - TWF - ACF Managed Fund (The Winnipeg Foundation managed fund)						18,750.00	814,227.00
1068-10 - 00218 - Interest Granting - MF							
Transfer	2020-12-15			Funds Transf...	1000-01 - Che...	(1,216.09)	1,216.09
Total 1068-10 - 00218 - Interest Granting - MF						(1,216.09)	0.00
1000-00 - Operating Chequing Account (To record operating expenses)							
1000-01 - Chequing Grants (Cheques issued to grant recipients.)							
Transfer	2020-12-15			Funds Transf...	1068-10 - 002...	1,216.09	1,216.09
Bill Pmt -Cheque	2020-12-21	1025	Town of Altona GR	10812464SR...	2000-10 - Gra...	(1,522.00)	(305.91)
Total 1000-01 - Chequing Grants (Cheques issued to grant recipients.)						(305.91)	(305.91)
1000-00 - Operating Chequing Account (To record operating expenses) - Other							
Transfer	2020-12-15			Funds Transf...	1075-10 - Plat...	4,100.00	20,852.32
Transfer	2020-12-31			Funds Transf...	1075-10 - Plat...	9,600.00	30,452.32
Deposit	2021-01-15			Deposit	12000 - Unde...	1,000.00	31,452.32
Transfer	2021-01-15			Funds Transf...	1035-10 - 002...	(1,000.00)	30,452.32
Transfer	2021-01-12			Funds Transf...	1060-10 - 002...	(27,124.00)	3,328.32
Transfer	2021-01-11			Funds Transf...	1020-10 - TW...	(9,600.00)	(6,271.68)
Transfer	2021-01-11			Funds Transf...	1020-10 - TW...	(8,450.00)	(14,721.68)
Transfer	2020-12-31			Funds Transf...	1075-10 - Plat...	(5,000.00)	(19,721.68)
Bill Pmt -Cheque	2021-01-11	Debit	Golden West Broadcasting-V		20000 - Accou...	(934.50)	(20,656.18)
General Journal	2020-12-18	148		TWF 2020 D...	4100-20 - Inte...	35,009.51	14,353.33
Cheque	2020-12-21	1023	The Winnipeg Foundation - V	24hr GC dep...	1000-00 - Ope...	(8,450.00)	5,903.33
Cheque	2020-12-21	1023	The Winnipeg Foundation - V	24hr GC dep...	1000-00 - Ope...	8,450.00	14,353.33
Cheque	2020-12-31	1026	The Winnipeg Foundation	December fu...	1000-00 - Ope...	(9,600.00)	4,753.33
Cheque	2020-12-31	1026	The Winnipeg Foundation	December fu...	1000-00 - Ope...	9,600.00	14,353.33
Total 1000-00 - Operating Chequing Account (To record operating expenses) - Other						(2,398.99)	14,353.33
Total 1000-00 - Operating Chequing Account (To record operating expenses)						(2,704.90)	14,047.42
1080-10 - 00208 -Savings for Invest - RCF (Donations received for investing in the Rosenfeld Cemetery Fund)							
Total 1080-10 - 00208 -Savings for Invest - RCF (Donations received for investing in the Rosenfeld Cemetery Fund)						1,093.72	1,093.72
1082-10 - 00210 - Interest Granting - RCF (Interest earned for distribution on the Rosenfeld Cemetery Fund)							
Total 1082-10 - 00210 - Interest Granting - RCF (Interest earned for distribution on the Rosenfeld Cemetery Fund)						0.34	0.34
1086-10 - 00211 -Savings for Invest - KWMF (Donations held in savings for KWMF till invested.)							
Total 1086-10 - 00211 -Savings for Invest - KWMF (Donations held in savings for KWMF till invested.)						1,002.06	1,002.06
1040-10 - YIP Savings (YIP Flow-through account)							
Total 1040-10 - YIP Savings (YIP Flow-through account)						806.51	806.51
1060-10 - 00204 - Interest Granting - ACF (Interest received from investments and used to fund grants.)							
Transfer	2021-01-12			Funds Transf...	1000-00 - Ope...	27,124.00	38,398.69
Transfer	2020-12-31			Funds Transf...	1075-10 - Plat...	5,791.53	65,522.69
Total 1060-10 - 00204 - Interest Granting - ACF (Interest received from investments and used to fund grants.)						32,915.53	71,314.22
1075-10 - Platinum Savings for Invest-ACF							
Transfer	2020-12-15			Funds Transf...	1000-00 - Ope...	(4,100.00)	6,459.99
Transfer	2020-12-31			Funds Transf...	1000-00 - Ope...	(9,600.00)	2,359.99
Deposit	2020-12-22			Deposit	12000 - Unde...	100.00	(7,240.01)
Deposit	2021-01-06			Deposit	-SPLIT-	1,106.83	(6,033.18)
Transfer	2020-12-31			Funds Transf...	1060-10 - 002...	(5,791.53)	(11,824.71)
Transfer	2020-12-31			Funds Transf...	1000-00 - Ope...	5,000.00	(6,824.71)
General Journal	2020-12-31	149		credit interest	4100-20 - Inte...	5,791.53	(1,033.18)
Total 1075-10 - Platinum Savings for Invest-ACF						(7,493.17)	(1,033.18)
1078-10 - 00206 - Savings for Invest-ACF (Donations received and held till invested.)							
Total 1078-10 - 00206 - Savings for Invest-ACF (Donations received and held till invested.)						596.37	596.37
1036-10 - 00208 - Curtis Klassen Fund (Donations & Interest held to be granted in memory og Curtis Klassen)							
Transfer	2021-01-15			Funds Transf...	1000-00 - Ope...	1,000.00	2,230.80
Deposit	2021-01-12			Deposit	-SPLIT-	500.00	3,230.80
Deposit	2021-01-06			Deposit	12000 - Unde...	334.00	4,064.80
Total 1036-10 - 00208 - Curtis Klassen Fund (Donations & Interest held to be granted in memory og Curtis Klassen)						1,834.00	4,064.80
1060-10 - GIC - Non-Redemable - ACF (GIC's Invested long term.)							
Total 1060-10 - GIC - Non-Redemable - ACF (GIC's Invested long term.)						650,800.00	650,800.00
1062-10 - GIC - Non Redemable - RCF (Long term investments for the Rosenfeld Cemetery Fund)							
Total 1062-10 - GIC - Non Redemable - RCF (Long term investments for the Rosenfeld Cemetery Fund)						5,000.00	5,000.00
1052-10 - GIC - Non Redemable - RCF (Long term investments for the Rosenfeld Cemetery Fund)							
Total 1052-10 - GIC - Non Redemable - RCF (Long term investments for the Rosenfeld Cemetery Fund)						5,000.00	5,000.00
1066-10 - GIC - Non Redemable - KWMF (Long term investment for the Kendall Wiebe Memorial Fund)							
Total 1066-10 - GIC - Non Redemable - KWMF (Long term investment for the Kendall Wiebe Memorial Fund)						11,540.80	11,540.80

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2021-01-13
Aorual Basis

Altona Community Foundation Inc.
General Ledger
As of 31 January 2021

Type	Date	Num	Name	Memo	Split	Amount	Balance
			Total 1055-10 - GIC - Non Redemable - KWMF (Long term Investment for the Kendall Wiebe Memorial Fund)				11,540.80
			1050-10 - GIC - Menno H Priesen				31,058.00
TOTAL						42,086.37	1,804,618.08

8:08 AM

Altona Community Foundation Inc.

Jan 13, 2021

Balance Sheet

Accrual Basis

As of 13 January 2021

	13 Jan 21	13 Jan 20
ASSETS		
Current Assets		
Chequing/Savings		
1025-10 - TWFF - ACF Managed Fund (The Winnipeg Foundation managed fund)	814,227.00	0.00
1068-10 - 00210 - Interest Granting - MF	0.00	435.00
1000-00 - Operating Chequing Account (To record operating expenses)		
1000-01 - Chequing Grants (Cheques issued to grant recipients.)	-305.91	0.00
1000-00 - Operating Chequing Account (To record operating expenses) - Other	14,353.33	42,897.34
Total 1000-00 - Operating Chequing Account (To record operating expenses)	14,047.42	42,897.34
1080-10 - 00209 - Savings for Invest - RCF (Donations received for investing in the Rosenfeld Cemetery F...)	1,093.72	423.43
1082-10 - 00210 - Interest Granting - RCF (Interest earned for distribution on the Rosenfeld Cemetery Fu...)	0.34	234.27
1085-10 - 00211 - Savings for Invest - KWMF (Donations held in savings for KWMF till Invested.)	1,002.06	1,039.55
1040-10 - YIP Savings (YIP Flow-through account)	806.51	896.87
1080-10 - 00204 - Interest Granting - ACF (Interest received from investments and used to fund grants.)	71,314.22	33,008.34
1075-10 - Platinum Savings for Invest-ACF	-1,033.18	569,107.09
1070-10 - 00208 - Savings for Invest-ACF (Donations received and held till Invested.)	596.37	505.65
1035-10 - 00208 - Curtis Klascen Fund (Donations & interest held to be granted in memory of Curtis Kl...)	3,064.80	3,251.22
1060-10 - GIC - Non-Redemable - ACF (GIC's Invested long term.)	650,800.00	824,000.00
1062-10 - GIC - Non Redemable - RCF (Long term investments for the Rosenfeld Cemetery Fund)	5,000.00	5,000.00
1065-10 - GIC - Non Redemable - KWMF (Long term investment for the Kendall Wiebe Memorial Fund)	11,540.80	11,237.39
1080-10 - GIC - Menno H Friesen		
1080-16 - Due from Menno H Friesen Fund	0.00	-149.57
1080-10 - GIC - Menno H Friesen - Other	31,058.00	31,058.00
Total 1080-10 - GIC - Menno H Friesen	31,058.00	30,908.43
Total Chequing/Savings	1,603,518.06	1,522,944.58
Other Current Assets		
1210-10 - Accrued Interest Receivable	19,974.52	23,659.80
1200-00 - GST Refund from Federal Gov't (Total revenue received or earned from the federal government.)	-0.01	-0.01
12000 - Undeposited Funds (Funds received, but not yet deposited to a bank account)	1,100.00	1,828.90
12200 - Accounts Receivable - Other (Income earned this year, collected next year)	0.00	149.57
Total Other Current Assets	21,074.51	25,638.26
Total Current Assets	1,624,592.57	1,548,582.84
TOTAL ASSETS	1,824,682.67	1,648,682.84
LIABILITIES & EQUITY		
Liabilities		
Current Liabilities		
Accounts Payable		
20000 - Accounts Payable (Unpaid or unapplied vendor bills or credits)	0.00	4,056.80
2000-10 - Grants Payable (Grants promised to other organizations or individuals)	16,050.00	27,207.35
Total Accounts Payable	16,050.00	31,264.15
Other Current Liabilities		
2060-00 - Acol's Payable & Accrued Liab.	3,000.00	3,000.00
2660-00 - GST/HST Payable (Tax amounts collected on sales and paid on purchases, with the balance...)	-66.23	-234.89
Total Other Current Liabilities	2,933.77	2,765.11
Total Current Liabilities	18,983.77	34,029.26
Total Liabilities	18,983.77	34,029.26
Equity		
2010-20 - Income Retained for future dist	18,945.40	18,945.40
2020-40 - Curtis Klascen Memorial Fund	6,888.54	6,888.54
2030-00 - YIP Fund	-2,061.13	-2,061.13
2040-30 - Contributed Capital	1,422,036.52	1,422,036.52
2060-00 - Rosenfeld Cemetery	5,425.12	5,425.12
2070-00 - Kendall Wiebe Memorial Fund	12,264.15	12,264.15
2080-00 - Menno F Friesen Memorial Fund	31,563.63	31,563.63
32000 - Retained Earnings (Undistributed earnings of the corporation)	18,843.84	-25,574.84
Net Income	91,702.73	45,066.19
Total Equity	1,605,608.80	1,514,553.58
TOTAL LIABILITIES & EQUITY	1,824,682.67	1,648,682.84

8:12 AM
13-01-21
Accrual Basis

Altona Community Foundation Inc.
Profit & Loss
1 October 2020 through 13 January 2021

	1 Oct '20 - 13 Jan 21	1 Oct '18 - 13 Jan 20
Ordinary Income/Expense		
Income		
4000-00 - Tax-Receipted Donations - ACF (Total eligible amount of gifts received by the registered char...		
4000-03 - 24Hour Giving Challenge	34,427.00	40,041.44
4000-00 - Tax-Receipted Donations - ACF (Total eligible amount of gifts received by the registered o...	3,668.68	5,976.80
Total 4000-00 - Tax-Receipted Donations - ACF (Total eligible amount of gifts received by the registere...	38,095.68	46,018.24
4000-40 - Tax-receipted Donations - CKMF (Donations to the Curtis Klassen Fund)	2,134.00	100.00
4010-00 - Donation, Grants, Not Receipted (Amount received from other registered charities. Receipts ...	500.00	0.00
4100-20 - Interest on Investments - ACF (Revenue from investments in cash, securities, and property)	42,331.26	23,428.08
4100-30 - Interest on Investments - RCF (Income earned on investments for Rosenfeld Cemetery Fund)	0.00	1.31
4100-40 - Interest - Curtis Klassen Fund (Interest Earned on Curtis Klassen Fund)	0.00	9.49
4100-50 - Interest on Investment - KWMF (Interest earned on investments an for the Kendall Wiebe M...	0.00	2.67
4100-80 - Interest on YIP Fund	0.00	3.02
43780 - Other Income - not receipted (Amount of all other gifts which which a tax receipt was not issue...	41,385.51	16,000.00
Total Income	124,446.45	85,562.81
Gross Profit	124,446.45	85,562.81
Expense		
5000-70 - Grants Paid - MF	1,522.00	0.00
5000-00 - Advertising and Promotion (Advertising, marketing, graphic design, and other promotional e...	1,277.45	1,671.00
5010-00 - Bank Service Charges - ACF (Bank account service fees, bad check charges and other bank f...	3.00	1.00
5010-40 - Bank Service Charges - CKMF (Service charged on the Curtis Klassen fund account.)	0.00	0.65
5010-50 - Bank Service Charges - RCF (Bank Service charges on the Rosenfeld Cemetery Fund)	0.00	0.65
5010-80 - Bank Service Charges - KWMF (Service fees from the Credit Union)	0.00	0.65
5010-70 - Bank Service Charges - YIP	0.00	0.65
5000-20 - Grants Paid - ACF (Program-related awards, grants, benefits, individual assistance)	29,885.00	33,377.35
5000-30 - Grants Paid - CKMF (Grants paid on behalf of Curtis Klassen Memorial Fund)	0.00	1,150.00
5070-00 - Meeting Expenses (Expenses related to board meetings, Lunch etc.)	56.27	163.59
5080-00 - Membership Fees & Dues	0.00	450.00
5080-00 - Office Supplies (Office supplies expense)	0.00	153.01
5030-00 - Postage	0.00	55.77
98700 - Professional Fees (Payments to Accountants for services rendered)	0.00	2,878.30
5120-00 - Salary / Contract Labour (Payroll expenses)	0.00	594.00
Total Expense	32,743.72	40,496.62
Net Ordinary Income	91,702.73	45,066.19
Net Income	91,702.73	46,088.18

8:09 AM
13-01-21

Altona Community Foundation Inc.
A/P Aging Summary
As of 13 January 2021

	<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
Gardens on Tenth - GR	0.00	0.00	0.00	0.00	1,500.00	1,500.00
Gretna Prairie Centre	0.00	0.00	0.00	0.00	500.00	500.00
Kiddie Sunshine Center GR	0.00	0.00	0.00	0.00	2,500.00	2,500.00
Municipality of Rhineland - GR	0.00	0.00	0.00	0.00	3,000.00	3,000.00
Neubergthal Heritage Foundation Inc. - 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
The Station, Youth For Christ - GR	0.00	0.00	0.00	0.00	400.00	400.00
Town of Altona GR	0.00	0.00	0.00	0.00	6,150.00	6,150.00
TOTAL	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>16,050.00</u>	<u>16,050.00</u>