

# Minutes

January 17, 2014

Minutes of the Altona Community Foundation Board of Directors held on Friday, January 17, 2014 at 11:00 a.m. at Golden West Broadcasting offices.

Present were: president, Darrell Friesen; vice president, Byron Loeppky; John Teichroeb; Brad Derksen; Harv Kroeker; Perry Batchelor; Carol Braun, Steve Siemens and Brenda Thiesen.

1. Call to order  
President Darrell Friesen called the meeting to order at 11:05 a.m.
2. Review of the agenda  
**MOTION: John Teichroeb – moved – Byron Loeppky – seconded – THAT** the agenda is approved as circulated.  
**CARRIED.**
3. Review of previous minutes  
**MOTION: John Teichroeb – moved – Byron Loeppky – seconded – THAT** the minutes of the meeting held November 8, 2013 be adopted as circulated.  
**CARRIED.**
4. Financial Report  
John Teichroeb presented a financial update of the ACF.
  - Financial files presented, attached.
  - Board approved the purchase of QuickBooks for treasurer.
  - John Teichroeb presented the draft of the auditor's report from KPMG.**MOTION: Harv Kroeker – moved – Steve Siemens – seconded – THAT** the draft of the auditors report is accepted as presented.  
**CARRIED.**
5. Criteria for membership applications to Community Foundations of Canada (CFC)  
John Teichroeb to fill out application form as last year and submit to CFC.
  - ACF board to reassess what we are doing moving forward to remain compliant.
  - Jennifer to Derksen to start process of an ACF information package to meet the criteria for continuing membership in the CFC.

6. Re-organization of board / committees for 2014  
Board members held discussions on board appointments and approved the following:  
**MOTION: Brad Derksen – moved – Byron Loeppky – seconded - THAT** Darrell Friesen serve another term as president.  
**CARRIED.**  
**MOTION: Darrell Friesen – moved – Harv Kroeker – seconded - THAT** Byron Loeppky serve another term as vice-president.  
**CARRIED.**  
**MOTION: Harv Kroeker – moved – Darrell Friesen –seconded - THAT** John Teichroeb serve another term as treasurer.  
**CARRIED.**

2014 granting committee:

- John Teichroeb, Steve Siemens and Harv Kroeker.

2014 publicity committee:

- Brad Derksen, Darrell Friesen and Brenda Thiesen.

2014 asset development committee:

- Perry Batchelor, Byron Loeppky and Carol Braun.

7. Review success of 2013

Cheque presentations

- Let Jennifer know date and time of presentation to coordinate media attendance, if not take picture and send to Jennifer for website update.

Follow-up letters

- Currently donators receive their receipt in the mail.
- Discussions on a personal thank you note / phone call sent to donators, acknowledging their donation, on top of the receipt they currently receive – PR committee to implement.
- Donations through the Winnipeg Foundation site receive a receipt online.

Chamber dinner

- Agreed to be part of chamber dinner in 2014.

Fall “faspa”

- Good attendance, considering the short notice for invitees.
- Note – the art auction was missed – incorporate into planning for 2014 event.
- Set / book date for 2014 to get invites out sooner.
- No cheque received from Red Sunflower as part of our rental agreement – Brad to follow up.

Youth in philanthropy

- Classes were to start second semester.
- Carol to contact Kerry to give the board an update for next month’s meeting.

8. 2014 plans

Granting criteria

- Board members held much discussion on the definition of capital vs. operating funds.
- Board referred to last year’s meeting minutes that stated: “The ACF may fund some operating expenses on a one-time basis for project start-ups, new organization start-ups, or human resource development. This funding is intended to help organizations get new programs established, but the foundation will not make grants available for ongoing operating expenses.”
- Mandate capital or change by-laws of the ACF to redefine capital? Discussion tabled.

PR goals – increased exposure

- Use our connection with being a chamber member for exposure via chamber sign and emails.
- Implementing a Facebook site for the ACF – Brad to do some research and make a presentation to the board at next meeting weighing pros and cons.

Achieving \$1.25 million mark

- Moved to asset development – Harv suggested Bunge would be a good supporter.
- Asset development to develop a letter for potential supporters.

9. Other Business

- Recap of year-end donations
- Altona Chamber is interested in working with the ACF for the Manitoba Sunflower Festivals 50<sup>th</sup> anniversary celebration. Brad reported a BBQ on Thursday evening was discussed – board members reported ACF would be interested.
- Winkler Foundation is exploring the option of hiring a financial planner – any benefits for the ACF? Darrell to report any further developments.
- All current board members signed confidentiality agreements. Filed with Jennifer.

10. Meeting adjourned.

Next meeting date February 21, 2014 – 12 noon, Golden West Broadcasting boardroom.

## Account Balances - As of 17/01/2014

(Includes unrealized gains)

As of 17/01/2014 (in Canadian Dollars)

17/01/2014

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Account	17/01/2014 Balance
<b>Bank Accounts</b>	
Business Savings 3008	0.00
Capital Donations 3006	1,940.10
Chequing Grants	0.00
Chequing Operating	7,116.67
CKMF Int. & Donations 3009	6,118.27
Interest Acct. 3002	19,282.84
VIP Shares3003	2,926.36
<b>TOTAL Bank Accounts</b>	<b>37,384.24</b>
<b>Investment Accounts</b>	
Investments	1,105,045.37
<b>TOTAL Investment Accounts</b>	<b>1,105,045.37</b>
<b>OVERALL TOTAL</b>	<b>1,142,429.61</b>

