



Minutes of the Altona Community Foundation Board of Directors online meeting held on Wednesday, February 17, 2021 at 12:00 pm.

Present were: president, Chris Sumner; vice-president Loren Brault; 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 12:03 p.m.

2. Review of the Agenda

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

CARRIED.

3. Review of Previous Minutes

MOTION: Pat Friesen – moved – Scott Penner – seconded – THAT the minutes of the meeting held January 13, 2021 are adopted as circulated.

CARRIED.

4. YIP

- W.C.Miller YIP student rep Willow Kehler and YIP teacher advisor Derek Wahl were in attendance.
- Willow Kehler reported that it has been hard to come up with ideas for school fundraisers with COVID restrictions.
- The school will be selling a clothing line with proceeds going to YIP. They hope to finalize pricing details shortly.
- YIP anticipates accepting grant applications by April.

5. Financial

- Angus presented the 2020 unaudited financial statements prepared by Gislason Targownik Peters to the board.
- Angus to question GTP on the line cut off on page 6.

MOTION: Angus Klassen – moved – Keith Stoesz – seconded THAT the Altona Community Foundation Inc. 2020 financial statements are approved as presented.

CARRIED.

- Year end named fund update letters were emailed/mailed out.
- The last of year end donations receipts were mailed.
- In the Memo of Understanding that the ACF signed for the Endow MB IT Enhancement Program it was noted that “no financial commitment is required by the ACF and the computer is owned by the ACF”. Endow MB has been advised by finance that the best way to make sure that the computers are properly expensed by the Manitoba foundations is to do an exchange of cash. The ACF can then record the laptop as an expense and the grant from Endow MB as revenue for general admin expenses. They have asked us to forward a cheque for \$1,679 by February 26 and in exchange, within 30 days of them receiving the cheque, there will be a deposit in our bank account for the exact same amount.
- The following cheques were issued to: Community Foundations of Canada (CFC) - \$450 for 2021 network fees; Gardens on Tenth - \$1,500; Rosenfeld School - \$1,835 and The Winnipeg Foundation (TWF) - \$1,679.

- New software was purchased from TechSoup for the new ACF computer for \$77.70: QuickBooks 2021 software and a 1 year subscription to Bitdefender Internet Security with 3 licenses. The current McAfee subscription was cancelled.
 - 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.**
6. Board Terms / YIP Rep
 - Board terms for Chris and Bill will be up at the end of September.
 - Looking for a new president at the ACF March planning meeting, and a new ACF YIP rep in September.
 7. Scholarship Fund
 - An online meeting was held with the donor on January 21.
 - From this meeting Scott presented revised scholarship fund agreements for the board to review prior to the ACF February meeting.
 - Board brought up some additional questions for the donor.
 - Chris to arrange another online meeting with the donor and report back at the March meeting.
 8. Endow CF Online Workshop
 - Endow MB released the 2021 Sustainability & Growth Report and are asking CF's to participate in a customized (based on ACF answers to the questionnaire) two hour workshop. Jenn emailed to board on January 14 asking for some potential dates to get back to Endow MB with.
 - No response from board since last meeting, Jenn to resend the email.
 9. 2021 CFC Membership Checklist
 - Jennifer presented the 2021 CFC Membership Checklist to the board.

MOTION: Bill Penner – moved – Angus Klassen – seconded – THAT the board reviewed, read and understood the criteria for continuing membership in CFC and has completed the 2021 CFC Membership Checklist.

CARRIED.
 10. RBC Vital Conversation
 - Date is set for March 3 from 12 to 1:30 pm.
 - Chris sent out invitations and will send out a Teams invite along with the agenda prior to March 3.
 11. Neuberghthal Heritage Foundation
 - Named fund agreements have been signed and an agreement copy along with the NHF's initial deposit of \$2,500 was mailed to TWF on February 5.
 12. Granting Committee Report
 - Granting committee confirmed with the Trans Canada Trail committee that they would not be moving forward this year with tree planting as per their 2020 ACF/Build 150 spring grant application and will instead be concentrating on trail work – flattening, gravel etc.
 - The Trans Canada Trail committee had already received their \$3,000 grant for tree planting from Build 150. Chris contacted Kevin Parson our Build 150 rep from Endow MB and Kevin agreed that the new project for trail flattening still fits within the Build 150 guidelines, as long as there can be work done by mid-summer (which is what Build 150 asked of all projects). Endow MB indicated they will support whatever ACF decides.
 - ACF board decided to let the Trans Canada Trail committee keep their \$3,000 grant from Build 150 and direct the grant towards trail flattening instead of tree planting.
 - The Trans Canada Trail committee will not be awarded their \$3,000 spring 2020 grant from ACF as their project changed from what they stated on their grant application. ACF will encourage the Trans Canada Trail committee to reapply during the 2021 granting period.

MOTION: Scott Penner – moved – Ken Wiebe – seconded – THAT the Trans Canada Trail spring 2020 ACF grant of \$3,000 will not be used and be moved into the next granting cycle.

CARRIED.

13. Public Relations Committee Report

- Signed up for the Chamber Member Spotlight page (story and photo) running in the South Central Post, twice a month @ \$40/insert. Signed up for three months: April, October and November to coincide with granting periods and 24 Hour Giving Challenge. Cost is \$240 plus tax.

14. Asset Development Committee Report

- No new report.

15. New business

- No new business.

16. Next Meeting Date

- Wednesday, March 17 – 12 noon – online.

17. 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, March 17 at 12 noon.

CARRIED.



Chris Sumner, president
Altona Community Foundation

4:12 PM
2021-02-16
Acorral Basis

Altona Community Foundation Inc.
General Ledger
As of 28 February 2021

Type	Date	Num	Name	Memo	Split	Amount	Balance
1020-10 - TWF - ACF Managed Fund (The Winnipeg Foundation managed fund)							814,227.00
Total 1020-10 - TWF - ACF Managed Fund (The Winnipeg Foundation managed fund)							814,227.00
1000-00 - Operating Chequing Account (To record operating expenses)							13,311.92
1000-01 - Chequing Grants (Cheques issued to grant recipients.)							(305.91)
Transfer	2021-02-15			Funds Transf...	1060-10 - 002...	1,500.00	1,194.09
Transfer	2021-02-15			Funds Transf...	1060-10 - 002...	1,835.00	3,029.09
Bill Pmt -Cheque	2021-02-15	1027	Border Land School Division GR	856530142R...	2000-10 - Gra...	(1,835.00)	1,194.09
Bill Pmt -Cheque	2021-02-15	1028	Gardens on Tenth - GR	118891928R...	2000-10 - Gra...	(1,500.00)	(305.91)
Total 1000-01 - Chequing Grants (Cheques issued to grant recipients.)						0.00	(305.91)
1000-00 - Operating Chequing Account (To record operating expenses) - Other							13,617.83
Deposit	2021-01-15			Deposit	12000 - Unde...	1,000.00	14,617.83
Transfer	2021-01-15			Funds Transf...	1035-10 - 002...	(1,000.00)	13,617.83
Bill Pmt -Cheque	2021-02-04	Debit	Jennifer Derksen-V		20000 - Accou...	(669.89)	12,947.94
Bill Pmt -Cheque	2021-02-15	1029	Community Foundation of Canad...	2021 CFC m...	20000 - Accou...	(450.00)	12,497.94
Bill Pmt -Cheque	2021-02-15	1030	The Winnipeg Foundation - V	IT enhancem...	20000 - Accou...	(1,679.00)	10,818.94
Total 1000-00 - Operating Chequing Account (To record operating expenses) - Other						(2,798.89)	10,818.94
Total 1000-00 - Operating Chequing Account (To record operating expenses)						(2,798.89)	10,513.03
1080-10 - 00209 -Savings for Invest - RCF (Donations received for investing in the Rosenfeld Cemetery Fund)							1,093.72
Total 1080-10 - 00209 -Savings for Invest - RCF (Donations received for investing in the Rosenfeld Cemetery Fund)							1,093.72
1082-10 - 00210 - Interest Granting - RCF (Interest earned for distribution on the Rosenfeld Cemetery Fund)							0.34
Total 1082-10 - 00210 - Interest Granting - RCF (Interest earned for distribution on the Rosenfeld Cemetery Fund)							0.34
1085-10 - 00211-Savings for Invest - KWMF (Donations held in savings for KWMF till Invested.)							1,002.06
Total 1085-10 - 00211-Savings for Invest - KWMF (Donations held in savings for KWMF till Invested.)							1,002.06
1040-10 - YIP Savings (YIP Flow-through account)							806.51
Total 1040-10 - YIP Savings (YIP Flow-through account)							806.51
1060-10 - 00204 - Interest Granting - ACF (Interest received from investments and used to fund grants.)							72,089.38
Transfer	2021-02-15			Funds Transf...	1000-01 - Che...	(1,500.00)	70,589.38
Transfer	2021-02-15			Funds Transf...	1000-01 - Che...	(1,835.00)	68,754.38
General Journal	2021-01-31	151		credit interest	4100-20 - Inte...	30.96	68,785.34
General Journal	2021-01-28	153		GIC 1100713...	4100-20 - Inte...	3,685.50	72,470.84
General Journal	2021-01-13	154		GIC 1100710...	4100-20 - Inte...	2,126.61	74,597.45
Total 1060-10 - 00204 - Interest Granting - ACF (Interest received from investments and used to fund grants.)						2,508.07	74,597.45
1075-10 - Platinum Savings for Invest-ACF							(297.68)
Deposit	2021-02-03			Deposit	12000 - Unde...	100,000.00	99,702.32
Total 1075-10 - Platinum Savings for Invest-ACF						100,000.00	99,702.32
1070-10 - 00206 - Savings for Invest-ACF (Donations received and held till invested.)							626.37
Deposit	2021-02-08			Deposit	12000 - Unde...	10.00	636.37
Total 1070-10 - 00206 - Savings for Invest-ACF (Donations received and held till invested.)						10.00	636.37
1035-10 - 00208 - Curtis Klassen Fund (Donations & Interest held to be granted in memory og Curtis Klassen)							3,064.80
Transfer	2021-01-15			Funds Transf...	1000-00 - Ope...	1,000.00	4,064.80
Total 1035-10 - 00208 - Curtis Klassen Fund (Donations & Interest held to be granted in memory og Curtis Klassen)						1,000.00	4,064.80
1060-10 - GIC - Non-Redemable - ACF (GIC's Invested long term.)							650,800.00
Total 1060-10 - GIC - Non-Redemable - ACF (GIC's Invested long term.)							650,800.00
1062-10 - GIC - Non Redemable - RCF (Long term investments for the Rosenfeld Cemetery Fund)							5,000.00
Total 1062-10 - GIC - Non Redemable - RCF (Long term investments for the Rosenfeld Cemetery Fund)							5,000.00
1065-10 - GIC - Non Redemable - KWMF (Long term investment for the Kendall Wiebe Memorial Fund)							11,540.80
Total 1065-10 - GIC - Non Redemable - KWMF (Long term investment for the Kendall Wiebe Memorial Fund)							11,540.80
1090-10 - GIC - Menno H Friesen							31,058.00
TOTAL						100,718.18	1,706,042.40

4:08 PM

Feb 15, 2021

Accrual Basis

Altona Community Foundation Inc.

Balance Sheet

As of 15 February 2021

15 Feb 21

ASSETS

Current Assets

Chequing/Savings

1020-10 - TWF - ACF Managed Fund (The Winnipeg Foundation managed fund)	814,227.00
1000-00 - Operating Chequing Account (To record operating expenses)	
1000-01 - Chequing Grants (Cheques issued to grant recipients.)	-305.91
1000-00 - Operating Chequing Account (To record operating expenses) - Other	10,818.94
Total 1000-00 - Operating Chequing Account (To record operating expenses)	10,513.03
1080-10 - 00209 - Savings for Invest - RCF (Donations received for investing in the Rosenfeld Cemetery Fund)	1,093.72
1062-10 - 00210 - Interest Granting - RCF (Interest earned for distribution on the Rosenfeld Cemetery Fund)	0.34
1085-10 - 00211 - Savings for Invest - KWMMF (Donations held in savings for KWMMF till invested.)	1,002.06
1040-10 - YIP Savings (YIP Flow-through account)	806.51
1060-10 - 00204 - Interest Granting - ACF (Interest received from investments and used to fund grants.)	74,597.45
1075-10 - Platinum Savings for Invest-ACF	99,702.32
1070-10 - 00206 - Savings for Invest-ACF (Donations received and held till invested.)	636.37
1035-10 - 00208 - Curtis Klassen Fund (Donations & interest held to be granted in memory of Curtis Klassen)	4,064.80
1050-10 - GIC - Non-Redemable - ACF (GIC's invested long term.)	650,800.00
1052-10 - GIC - Non-Redemable - RCF (Long term investments for the Rosenfeld Cemetery Fund)	5,000.00
1055-10 - GIC - Non-Redemable - KWMMF (Long term investment for the Kendall Wiebe Memorial Fund)	11,540.80
1090-10 - GIC - Menno H Friessen	31,058.00

Total Chequing/Savings 1,705,042.40

Other Current Assets

1210-10 - Accrued Interest Receivable	19,974.52
1200-00 - GST Refund from Federal Gov't (Total revenue received or earned from the federal government.)	-0.01
12000 - Undeposited Funds (Funds received, but not yet deposited to a bank account)	100.00

Total Other Current Assets 20,074.51

Total Current Assets

1,725,116.91

TOTAL ASSETS

1,725,116.91

LIABILITIES & EQUITY

Liabilities

Current Liabilities

Accounts Payable

2000-10 - Grants Payable (Grants promised to other organizations or individuals)	14,550.00
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Total Accounts Payable 14,550.00

4:08 PM

Feb 15, 2021
Accrual Basis

Altona Community Foundation Inc.
Balance Sheet
As of 15 February 2021

	<u>15 Feb 21</u>
Other Current Liabilities	
2050-00 - Acct's Payable & Accrued Liab.	3,000.00
2550-00 - GST/HST Payable (Tax amounts collected on sales and paid on purchases, with the balance due to the federal go	-69.08
Total Other Current Liabilities	<u>2,930.92</u>
Total Current Liabilities	<u>17,480.92</u>
Total Liabilities	17,480.92
Equity	
2010-20 - Income Retained for future dist	18,945.40
2020-40 - Curtis Klassen Memorial Fund	6,888.54
2030-00 - YIP Fund	-2,061.13
2040-30 - Contributed Capital	1,422,036.52
2060-00 - Rosenfeld Cemetary	5,425.12
2070-00 - Kendell Wiebe Memorial Fund	12,264.15
2080-00 - Menno F Friesen Memorial Fund	31,563.63
32000 - Retained Earnings (Undistributed earnings of the corporation)	18,843.84
Net Income	193,729.92
Total Equity	<u>1,707,635.99</u>
TOTAL LIABILITIES & EQUITY	<u><u>1,725,116.91</u></u>

4:09 PM
 15-02-21
 Accrual Basis

Altona Community Foundation Inc.
Profit & Loss
 1 October 2020 through 15 February 2021

	<u>1 Oct '20 - 15 Feb 21</u>
Ordinary Income/Expense	
Income	
4000-00 - Tax-Receipted Donations - ACF (Total eligible amount of gifts received by the registered charity during the period)	
4000-03 - 24Hour Giving Challenge	34,427.00
4000-00 - Tax-Receipted Donations - ACF (Total eligible amount of gifts received by the registered charity during the period)	103,708.68
Total 4000-00 - Tax-Receipted Donations - ACF (Total eligible amount of gifts received by the registered charity during the period)	138,135.68
4000-40 - Tax-Receipted Donations - CKMF (Donations to the Curtis Klassen Fund)	2,134.00
4010-00 - Donation, Grants, Not Receipted (Amount received from other registered charities. Receipts for income tax purposes)	500.00
4100-20 - Interest on Investments - ACF (Revenue from investments in cash, securities, and property)	48,949.49
43760 - Other Income - not receipted (Amount of all other gifts which which a tax receipt was not issued.)	41,385.51
Total Income	231,104.68
Gross Profit	231,104.68
Expense	
5000-70 - Grants Paid - MF	1,522.00
5000-00 - Advertising and Promotion (Advertising, marketing, graphic design, and other promotional expenses)	1,277.45
5010-00 - Bank Service Charges - ACF (Bank account service fees, bad check charges and other bank fees)	3.00
5000-20 - Grants Paid - ACF (Program-related awards, grants, benefits, individual assistance)	31,720.00
5070-00 - Meeting Expenses (Expenses related to board meetings, lunch etc.)	56.27
5080-00 - Membership Fees & Dues	450.00
5090-00 - Office Supplies (Office supplies expense)	1,679.00
5030-00 - Postage	57.04
5120-00 - Salary / Contract Labour (Payroll expenses)	610.00
Total Expense	37,374.76
Net Ordinary Income	193,729.92
Net Income	193,729.92

3:54 PM
15-02-21

Altona Community Foundation Inc.
A/P Aging Summary
As of 15 February 2021

	Current	1 - 30	31 - 60	61 - 90	> 90	TOTAL
Border Land School Division GR	0.00	0.00	0.00	0.00	0.00	0.00
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	0.00	0.00	0.00	0.00	14,550.00	14,550.00