



# Altona Community Foundation

## Minutes May 7, 2021

Minutes of the Altona Community Foundation Board of Directors online meeting held on Friday, May 7, 2021 at 12:00 pm.

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

1. Call to Order

Loren Braul called the meeting to order at 12:04 p.m.

2. Review of the Agenda

**MOTION: Bill Penner - moved – Pat Friesen – seconded - THAT** the agenda is approved as presented.

**CARRIED.**

3. Review of Previous Minutes

**MOTION: Ken Wiebe – moved – Keith Stoesz – seconded – THAT** the minutes of the meeting held March 17, 2021 are adopted as circulated.

**CARRIED.**

4. YIP

- Student rep Willow Kehler reported they received several grant applications.
- Chris to setup a meeting with YIP to review the granting process and applications.
- During the 2020-2021 school year YIP raised \$273 by holding an online fundraiser. That money is matched by ACF, with the additional funds coming from the YIP account, YIP has \$760 available to grant.

5. Financial

- The following cheque was issued to: Curtis Klassen Memorial Fund, \$3,500.
- Jenn to send a letter along with the initial funds to The Winnipeg Foundation to establish the ACF Future Ag Leader Scholarship and the Bergfeld Mennonite Church Missions Fund.
- Angus presented the attached financial reports to the board prior to the meeting via email.

**MOTION: Angus Klassen – moved – Scott Penner – seconded – THAT** the attached financial reports are approved as presented.

**CARRIED.**

- Angus presented a draft operating budget to the board. Do we want to invest in more admin at this point? Loren to reach out to Endow MB about Morden's f/t admin person. Board to review again at the June meeting.

6. Spring Grant Applications

- 2021 spring granting: five applications received – three were accepted, two were denied.
- Board had \$35,000 to disperse.
- Keith went through the scoring guide with the board.
- Board confirmed the following \$9,743 in grant requests:
  - Kiddie Sunshine Centre, \$3,500 – outdoor hand washing station
  - Altona Family Resource Centre - \$3,600 – computer for coordinator
  - Gardens on Tenth - \$2,643 – common area furniture

**MOTION: Keith Stoesz – moved – Angus Klassen – seconded – THAT** the Altona Community Foundation approve the 2021 spring grant requests as presented.

**CARRIED.**

- Letters to be mailed to approved and declined grant applicants.
- Press release to be sent to media.
- According to our by-laws ACF grants only support capital not operating. United Way in Altona used to fund operating grants in our area. Check with other foundations to see if they fund operating grants. Put on agenda at the next planning session meeting.

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- After the meeting, four more grant applications were found in the ACF spam folder. All were submitted before the granting deadline, granting committee reconvened to review the additional applications.
- The granting committee rescinds the granting motion from our meeting on Friday, May 7 and replaces it with a motion made on Thursday, May 13 approving \$35,000 in grant payments to the revised applicants:
  - Kiddie Sunshine Centre, \$3,500 – outdoor hand washing station
  - Altona Family Resource Centre - \$3,600 – computer for coordinator
  - Gardens on Tenth - \$2,200 – common area furniture
  - Youth for Christ Altona, \$15,000 – expansion
  - Parkside Parent Council, \$8,000 – outdoor classroom improvements
  - Blue Sky Opportunities, \$2,000 – storage shed to become e-waste certified
  - Neubergthal Heritage Foundation, \$700 – roller blinds for classroom

**MOTION: Keith Stoesz – moved – Tracy Klassen – seconded – THAT** the Altona Community Foundation approve the revised 2021 spring grant requests as presented.

**CARRIED.**

7. ACF Future Ag Scholarship
  - Question was raised by the schools if students can still apply if they have a gap year? Chris to consult with the donor and advise board.
  - Jenn to send grant application to Chris to distribute to W.C. Miller and MCI.
8. Neubergthal Heritage Fund
  - The Manitoba Heritage Trust Program (MHTP) created the Manitoba Heritage Trust Endowment Fund (MHTE) from the residual stretch funds of MHTP. This permanent endowment fund will generate ongoing stretch dollars for heritage funds in perpetuity.
  - NHF has received gifts totalling \$2,500. As of March 31, 2021 the NHF has increased their capital of their fund to \$3,750.
  - Attached letter from Endow Manitoba.
9. New board members
  - Jenn to email board the names that were discussed at the March meeting along with new recommendations from Pat.
10. Granting Committee Report
  - No new report.
11. Public Relations Committee Report
  - Prepare news releases for 2021 spring grant recipients and ACF ag scholarship.
  - Look at getting quotes for revising website. Jenn to work with Pat and get quotes to present.
12. Asset Development Committee Report
  - No new report.
13. New business
  - No new business.

14. Next Meeting Date

- Wednesday, June 16 – 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, June 16 at 12 noon.

**CARRIED.**

Loren Brault, president  
Altona Community Foundation

8:21 PM

May 6, 2021

Accrual Basis

## Altona Community Foundation Inc. Balance Sheet

As of 6 May 2021

	6 May 21
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Chequing/Savings</b>	
1020-10 - TWF - ACF Managed Fund (The Winnipeg Foundation managed fund)	814,352.00
1068-10 - 00216 - Interest Granting - MF	1,089.90
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	11,314.75
<b>Total 1000-00 - Operating Chequing Account (To record operating expenses)</b>	<b>11,008.85</b>
1080-10 - 00209 - Savings for Invest - RCF (Donations received for investing in the Rosenfeld Cemetery Fu...)	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 - KWMF (Donations held in savings for KWMF till invested.)	1,002.06
1040-10 - YIP Savings (YIP Flow-through account)	1,079.51
1060-10 - 00204 - Interest Granting - ACF (Interest received from investments and used to fund grants.)	72,087.45
1075-10 - Platinum Savings for Invest-ACF	101,747.85
1070-10 - 00206 - Savings for Invest-ACF (Donations received and held till invested.)	645.37
1035-10 - 00208 - Curtis Klassen Fund (Donations & interest held to be granted in memory of Curtis Klas...)	814.80
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 - KWMF (Long term investment for the Kendall Wiebe Memorial Fund)	11,540.80
1090-10 - GIC - Menno H Friesen	31,058.00
<b>Total Chequing/Savings</b>	<b>1,703,321.65</b>
<b>Other Current Assets</b>	
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)	1,050.00
<b>Total Other Current Assets</b>	<b>21,024.51</b>
<b>Total Current Assets</b>	<b>1,724,346.16</b>
<b>TOTAL ASSETS</b>	<b>1,724,346.16</b>
<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)	10,500.00
<b>Total Accounts Payable</b>	10,500.00
<b>Other Current Liabilities</b>	
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 ...)	-215.53
<b>Total Other Current Liabilities</b>	2,783.47
<b>Total Current Liabilities</b>	13,283.47
<b>Total Liabilities</b>	13,283.47
<b>Equity</b>	
2010-20 - Income Retained for future dist	18,945.40
2020-40 - Curtis Klassen Memorial Fund	5,888.54
2030-00 - YIP Fund	-2,061.13
2040-30 - Contributed Capital	1,422,036.52
2060-00 - Rosenfeld Cemetery	5,425.12
2070-00 - Kendall Wiebe Memorial Fund	12,264.15
2080-00 - Menno F Friesen Memorial Fund	31,563.63
32000 - Retained Earnings (Undistributed earnings of the corporation)	18,893.84
<b>Net Income</b>	197,106.62
<b>Total Equity</b>	1,711,062.69
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>1,724,346.16</b>

8:27 PM

2021-05-06

Accrual Basis

**Altona Community Foundation Inc.**  
**General Ledger**  
**As of 31 May 2021**

Type	Date	Num	Name	Memo	Split	Amount	Balance
1020-10 - TWF - ACF Managed Fund (The Winnipeg Foundation managed fund)							814,352.00
Total 1020-10 - TWF - ACF Managed Fund (The Winnipeg Foundation managed fund)							814,352.00
1068-10 - 00216 - Interest Granting - MF							1,089.90
Total 1068-10 - 00216 - Interest Granting - MF							1,089.90
1000-00 - Operating Chequing Account (To record operating expenses)							9,904.18
1000-01 - Chequing Grants (Cheques issued to grant recipients.)							(305.91)
Transfer	2021-04-19			Funds Transf...	1035-10 - 002...	3,500.00	3,194.09
Bill Pmt - Cheque	2021-04-19	1033	Altona Girls Minor Softball Assoc...	CKMF Grant ...	2000-10 - Gra...	(1,500.00)	1,694.09
Bill Pmt - Cheque	2021-04-19	1034	Border Land School Division GR	856530142R...	2000-10 - Gra...	(2,000.00)	(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							10,210.09
General Journal	2021-03-23	158		shareholder...	43760 - Other ...	1,104.67	11,314.76
Total 1000-00 - Operating Chequing Account (To record operating expenses) - Other						1,104.67	11,314.76
Total 1000-00 - Operating Chequing Account (To record operating expenses)						1,104.67	11,008.85
1060-10 - 00209 - Savings for Invest - RCF (Donations received for investing in the Rosenfeld Cemetery Fund)							1,093.72
Total 1060-10 - 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
Total 1062-10 - 00210 - Interest Granting - RCF (Interest earned for distribution on the Rosenfeld Cemetery Fund)							0.34
1065-10 - 00211 - Savings for Invest - KWMF (Donations held in savings for KWMF till invested.)							1,002.06
Total 1065-10 - 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
Deposit	2021-04-28			Deposit	12000 - Unde...	273.00	1,079.51
Total 1040-10 - YIP Savings (YIP Flow-through account)						273.00	1,079.51
1060-10 - 00204 - Interest Granting - ACF (Interest received from investments and used to fund grants.)							70,648.96
General Journal	2021-03-31	161		credit interest	4100-20 - Info...	51.11	70,700.07
General Journal	2021-04-30	162		credit interest	4100-20 - Info...	47.38	70,747.45
General Journal	2021-03-30	163		GIC interest ...	4100-20 - Info...	1,340.00	72,087.45
Total 1060-10 - 00204 - Interest Granting - ACF (Interest received from investments and used to fund grants.)						1,438.49	72,087.45
1075-10 - Platinum Savings for Invest-ACF							101,373.12
Deposit	2021-04-28			Deposit	-SPLIT.	128.95	101,502.07
Deposit	2021-04-08			Deposit	12000 - Unde...	28.95	101,531.02
General Journal	2021-03-31	159		credit interest	4100-20 - Info...	112.22	101,643.24
General Journal	2021-04-30	160		credit interest	4100-20 - Info...	104.61	101,747.85
Total 1075-10 - Platinum Savings for Invest-ACF						374.73	101,747.85
1070-10 - 00206 - Savings for invest-ACF (Donations received and held till invested.)							646.37
Total 1070-10 - 00206 - Savings for invest-ACF (Donations received and held till invested.)							646.37
1035-10 - 00208 - Curtis Klassen Fund (Donations & interest held to be granted in memory og Curtis Klassen)							4,314.80
Transfer	2021-04-19			Funds Transf...	1000-01 - Cha...	(3,500.00)	814.80
Total 1035-10 - 00208 - Curtis Klassen Fund (Donations & interest held to be granted in memory og Curtis Klassen)						(3,500.00)	814.80
1050-10 - GIC - Non-Redemable - ACF (GIC's Invested long term.)							650,800.00
Total 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
Total 1052-10 - GIC - Non-Redemable - RCF (Long term investments for the Rosenfeld Cemetery Fund)							5,000.00
1055-10 - GIC - Non-Redemable - KWMF (Long term investment for the Kendall Wiebe Memorial Fund)							11,540.80
Total 1055-10 - GIC - Non-Redemable - KWMF (Long term investment for the Kendall Wiebe Memorial Fund)							11,540.80
1090-10 - GIC - Merno H Friese							31,058.00
<b>TOTAL</b>						<b>(309.11)</b>	<b>1,703,321.66</b>

8:26 PM  
06-05-21  
Accrual Basis

**Altona Community Foundation Inc.**  
**Profit & Loss**  
1 October 2020 through 6 May 2021

	1 Oct '20 - 6 May 21	1 Oct '19 - 6 May 20
<b>Ordinary Income/Expense</b>		
<b>Income</b>		
4100-70 - Interest on Investments - MHF	1,089.90	1,087.03
4000-00 - Tax-Receipted Donations - ACF (Total eligible amount...)		
4000-03 - 24Hour Giving Challenge	34,427.00	40,041.44
4000-00 - Tax-Receipted Donations - ACF (Total eligible amo...)	105,471.48	7,034.71
<b>Total 4000-00 - Tax-Receipted Donations - ACF (Total eligible a...</b>	<b>139,898.48</b>	<b>47,076.15</b>
4000-30 - Tax-receipted Donation - MennoF	0.00	500.00
4000-40 - Tax-receipted Donations - CKMF (Donations to the C...	2,434.00	100.00
4000-50 - Tax-receipted Donations - YIP (Donations to YIP)	273.00	817.00
4010-00 - Donation, Grants, Not Receipted (Amount received fr...	3,229.00	0.00
4100-20 - Interest on Investments - ACF (Revenue from Investm...	50,757.22	32,689.68
4100-30 - Interest on Investment - RCF (Income earned on Inve...	0.00	1.31
4100-40 - Interest - Curtis Klassen Fund (Interest Eraned on Cu...	0.00	9.49
4100-50 - Interest on Investment - KWFund (Interest earned on ...	0.00	2.67
4100-60 - Interest on YIP Fund	0.00	3.02
43760 - Other Income - not receipted (Amount of all other gifts ...	43,490.18	16,000.00
<b>Total Income</b>	<b>241,171.78</b>	<b>98,286.35</b>
<b>Gross Profit</b>	<b>241,171.78</b>	<b>98,286.35</b>
<b>Expense</b>		
5000-70 - Grants Paid - MF	1,522.00	0.00
Reconciliation Discrepancies (Discrepancies between bank sta...	0.00	0.01
5000-00 - Advertising and Promotion (Advertising, marketing, g...	1,277.45	1,671.00
5010-00 - Bank Service Charges - ACF (Bank account service fe...	7.00	5.00
5010-40 - Bank Service Charges - CKMF (Service charged on t...	0.00	1.30
5010-50 - Bank Service Charges - RCF (Bank Service charges o...	0.00	0.65
5010-60 - Bank Service Charges - KWMF (Service fees from the...	0.00	0.65
5010-70 - Bank Service Charges - YIP	0.00	0.65
5000-20 - Grants Paid - ACF (Program-related awards, grants, b...	33,720.00	33,377.35
5000-30 - Grants Paid - CKMF (Grants paid on behalf of Curtis ...	1,500.00	1,150.00
5000-60 - Grants Paid - YIP	0.00	0.65
5110-00 - GST Paid (GST Paid on Purchases)	0.00	121.20
5070-00 - Meeting Expense s (Expenses related to board meetin...	56.27	277.41
5080-00 - Membership Fees & Dues	545.00	505.00
5090-00 - Office Supplies (Office supplies expense)	1,753.00	263.00
5030-00 - Postage	57.04	55.77
66700 - Professional Fees (Payments to Accountants for servic...	3,017.40	2,878.30
5120-00 - Salary / Contract Labour (Payroll expenses)	610.00	594.00
<b>Total Expense</b>	<b>44,065.16</b>	<b>40,901.94</b>
<b>Net Ordinary Income</b>	<b>197,106.62</b>	<b>57,384.41</b>
<b>Net Income</b>	<b>197,106.62</b>	<b>57,384.41</b>

8:22 PM  
06-05-21

**Altona Community Foundation Inc.**  
**A/P Aging Summary**  
As of 6 May 2021

	<u>Current</u>	<u>1 - 30</u>	<u>31 - 60</u>	<u>61 - 90</u>	<u>&gt; 90</u>	<u>TOTAL</u>
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
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	4,500.00	4,500.00
<b>TOTAL</b>	<u><b>0.00</b></u>	<u><b>0.00</b></u>	<u><b>0.00</b></u>	<u><b>0.00</b></u>	<u><b>10,500.00</b></u>	<u><b>10,500.00</b></u>





## Manitoba Heritage Trust Program



As of **April 1, 2021**, the *Manitoba Heritage Trust Program (MHTP)* will create the *Manitoba Heritage Trust Endowment Fund (MHTE)* from the residue of the MHTP. The MHTE fund, which will now be a permanent endowment fund, will annually generate matching for heritage funds into perpetuity.

The following is a summary for the established MHTP funds:

- All funds created under the original program will be eligible for continuing matching into perpetuity.
- The original Guaranteed Government Match still applies to funds that have received less than \$25,000 in matching.
- **New!** Heritage organizations may use any type of non-government derived funding sources to build their MHTP fund (for example: gifts from individuals or businesses, held over operating funds, fundraising from events held prior, and unused funds from capital accounts, etc.)
- Capitalization of the spending generated from the MHTP Fund is still not allowed (the use of the income generated from a heritage fund is at the discretion of the heritage organization, but please note that the fund is designed to help offset operational costs).
- **New!** Gifts to a heritage fund can be tax receipted by the heritage organization (if they are a registered charity), the local community foundation or The Winnipeg Foundation. All receipted gifts must be added to the capital of the heritage fund each year by September 30.
- As per the original MHTP agreement, and if the community foundation is not under an affiliate agreement with Endow Manitoba, the community foundation can choose to have the fund moved back into its own investment pool. **It is advised that the community foundation consult the heritage organization prior to requesting the transfer of the investment.**
- **New!** If the local foundation chooses to have the fund managed under their investment pool, then the foundation will need to annually submit an application form by October 7 to Endow Manitoba to access the available stretch dollars. (form to follow)
- As per the original MHTP agreement, all heritage funds that remain invested with Endow Manitoba under their local foundation (including funds at The Winnipeg Foundation) will now be transferred under their foundation's current managed agreement and will fall under the spending and fee rates as determined annually by the local community foundation or their managed agreement.
- **New!** The stretch dollars will be allocated from the grant making activity that is available for distribution from the *Manitoba Heritage Trust Endowment Fund*. For every \$2 given to the fund the program will stretch the gift with an additional \$1, if the funds available from the *Manitoba Heritage Trust Endowment Fund* are insufficient to payout at the \$1 for \$2 rate then stretch will be applied on a pro-rated basis. Deadline for qualifying gifts is September 30 each year. (Guaranteed matching will occur first then the residue will be pro-rate to a max of the 1:2 rate)
- More details will be available by the end of March 2021 on the EndowMB.org website.
- Your main contact will remain as Denise Campbell, Program Specialist – Endow Manitoba  
Please email her anytime [dcampbell@endowmb.org](mailto:dcampbell@endowmb.org)