



Minutes of the Altona Community Foundation Board of Directors online meeting held on Wednesday, November 4, 2020 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: Ken Wiebe - moved – Bill Penner – seconded - THAT the agenda is approved as presented.

CARRIED.

3. Review of Previous Minutes

MOTION: Keith Stoesz – moved – Tracy Klassen – seconded – THAT the minutes of the meeting held October 16, 2020 are adopted as circulated.

CARRIED.

4. Financial

- Rosenfeld School did not submit enough invoices for their total project cost of \$30,000 on their 2019 fall grant of \$8,300, phase 3 of their natural playground.

MOTION VIA EMAIL: Angus Klassen – moved – Bill Penner – seconded – THAT the Altona Community Foundation pro-rate the \$8,300 grant to Rosenfeld School to reflect the actual amount spent and approve a payment of \$6,465.

CARRIED.

- Angus processed the following: YIP grant to Altona Curling Club, \$400 and Altona & Area Family Resource Centre, \$150.

- Angus noticed the administration fee on the Menno H. Friesen fund is the service fee that should be applied to a flow through fund not an endowment fund according to the ACF financial policy.

MOTION VIA EMAIL: Bill Penner – moved – Ken Wiebe – seconded – THAT the Altona Community Foundation amend the Menno H. Friesen fund agreement to reflect the correct service fee that should be applied to an endowment fund.

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. Winnipeg Foundation

- Denise sent instructions on how to log into Endow MB's online reporting system "Donor First". Here there is access to fund statements, giving history, fund details, etc.
- Jennifer shared login details with Angus.
- It was decided that Chris and Loren will also have access to this site, Jennifer to forward login details to them.

6. 24 Hour Giving Challenge

- Online ads have been running on PV online.
- Due to current restrictions, the board decided not to collect donations in the Altona Mall this year. Will approach Access CU to see if they would be willing to be a drop-off location for cheques during the Giving Challenge week,
- Radio ads to start next week – be in contact with Bernie to revise the script once we have confirmation about a drop-off location.
- Loren to email Mail Chimp login information to board.

7. YIP

- Altona Panthers Special Olympics YIP grant will be expiring on Nov. 15. Emailed Shania Ginter with no response, Chris to try contacting her.
- Vanessa Zacharias, YIP teacher rep, reported they are in the process of organizing student council, not sure at this point on how that will look this year. Will be in contact once they know more.

8. Emergency Community Support Fund (ECSF) – Round 2

- ECSF – Round 2 – the ACF was allocated \$30,000 for granting and a \$4,000 honourarium.
- Current grant applications total \$31,860. Loren was recused from any decision making on grant applications from Regional Connections and Altona Mennonite Church.
- Loren to clarify with ECSF if the ACF can top up the dispersement of grants with a portion of the honourarium money (\$1,860).

MOTION: Ken Wiebe – moved – Bill Penner – seconded – THAT the Altona Community Foundation take \$1,860 from the \$4,000 honourarium dollars to top up the ECSF – Round 2 grant applications and disperse \$31,860.

CARRIED.

9. Granting Committee Report

- Altona Minor Hockey will be placing the ACF logo on jerseys they are receiving as part of their spring 2020 grant.

10. Public Relations Committee Report

- PV online did a radio interview with Loren on the upcoming 24 Hour Giving Challenge.
- Shared on the ACF's FB site.

11. Asset Development Committee Report

- No new report.

12. New business

- No new business.

13. Next Meeting Date

- Wednesday, December 9 – 12 noon – online.

14. 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, December 9 at 12 noon.

CARRIED.



Chris Sumner, president
Altona Community Foundation

8:47 PM
03-11-20

Altona Community Foundation Inc.
A/P Aging Summary
As of 3 November 2020

	<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	1,500.00	0.00	1,500.00
Gretna Prairie Centre	0.00	0.00	0.00	500.00	0.00	500.00
Kiddie Sunshine Center GR	0.00	0.00	0.00	2,500.00	0.00	2,500.00
Municipality of Rhineland - GR	0.00	0.00	0.00	3,000.00	0.00	3,000.00
Neubergthal Heritage Foundation Inc. - GR	0.00	0.00	0.00	2,000.00	0.00	2,000.00
Rhineland Care Inc. - GR	0.00	0.00	0.00	0.00	0.00	0.00
Special Olympics MB - Central Region	0.00	0.00	0.00	0.00	300.00	300.00
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	6,150.00	0.00	6,150.00
TOTAL	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>15,650.00</u>	<u>700.00</u>	<u>16,350.00</u>

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Nov 3, 2020

Accrual Baals

Altona Community Foundation Inc.

Balance Sheet

As of 3 November 2020

3 Nov 20

ASSETS

Current Assets

Chequing/Savings

1068-10 - 00216 - Interest Granting - MF	1,216.09
1000-00 - Operating Chequing Account (To record operating expenses)	6,005.57
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 - 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.)	28,982.96
1075-10 - Platinum Savings for Invest-ACF	776,501.04
1070-10 - 00206 - Savings for Invest.-ACF (Donations received and held till invested.)	596.37
1035-10 - 00208 - Curtis Klassen Fund (Donations & interest held to be granted in memory of Curtis Klass...	1,930.80
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 Friesen	31,058.00

Total Chequing/Savings 1,516,534.26

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.)	125.52

Total Other Current Assets 20,100.04

Total Current Assets

1,536,634.30

TOTAL ASSETS

1,536,634.30

LIABILITIES & EQUITY

Liabilities

Current Liabilities

Accounts Payable

2000-10 - Grants Payable (Grants promised to other organizations or individuals)	16,350.00
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Total Accounts Payable 16,350.00

Other Current Liabilities

2050-00 - Acc'ts Payable & Accrued Liab.	3,000.00
2550-00 - GST/HST Payable (Tax amounts collected on sales and paid on purchases, with the balance ...)	-2.35

Total Other Current Liabilities 2,997.65

Total Current Liabilities

19,347.65

Total Liabilities

19,347.65

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 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)	18,543.84
Net Income	3,680.58

Total Equity

1,517,286.65

TOTAL LIABILITIES & EQUITY

1,536,634.30

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2020-11-03

Accrual Basis

Altona Community Foundation Inc.
General Ledger
As of 30 November 2020

Type	Date	Num	Name	Memo	Split	Amount	Balance
1068-10 - 00218 - Interest Granting - MF							1,216.09
Total 1068-10 - 00218 - Interest Granting - MF							1,216.09
1000-00 - Operating Chequing Account (To record operating expenses)							6,064.19
1000-01 - Chequing Grants (Cheques issued to grant recipients.)							0.00
Transfer	2020-11-03			Funds Transf...	1060-10 - 002...	6,465.00	6,465.00
Transfer	2020-11-03			Funds Transf...	1060-10 - 002...	150.00	6,615.00
Transfer	2020-11-03			Funds Transf...	1040-10 - YIP ...	400.00	7,015.00
Bill Pmt -Cheque	2020-11-03	1015	Border Land School Division GR	856530142R...	2000-10 - Gra...	(6,465.00)	550.00
Bill Pmt -Cheque	2020-11-03	1016	Altona & Area Family Resource ...	878907518R...	2000-10 - Gra...	(150.00)	400.00
Bill Pmt -Cheque	2020-11-03	1017	Town of Altona GR	108124645R...	2000-10 - Gra...	(400.00)	0.00
Total 1000-01 - Chequing Grants (Cheques issued to grant recipients.)						0.00	0.00
1000-00 - Operating Chequing Account (To record operating expenses) - Other							6,064.19
Bill Pmt -Cheque	2020-11-03	Debit	Jennifer Derksen-V	Oct20 meetin...	20000 - Accou...	(58.62)	6,005.57
Total 1000-00 - Operating Chequing Account (To record operating expenses) - Other						(58.62)	6,005.57
Total 1000-00 - Operating Chequing Account (To record operating expenses)						(58.62)	6,005.57
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
1086-10 - 00211-Savings for Invest - KWMF (Donations held in savings for KWMF till invested.)							1,002.06
Total 1086-10 - 00211-Savings for Invest - KWMF (Donations held in savings for KWMF till invested.)							1,002.06
1040-10 - YIP Savings (YIP Flow-through account)							1,206.51
Transfer	2020-11-03			Funds Transf...	1000-01 - Che...	(400.00)	806.51
Total 1040-10 - YIP Savings (YIP Flow-through account)						(400.00)	806.51
1060-10 - 00204 - Interest Granting - ACF (Interest received from investments and used to fund grants.)							35,597.96
Transfer	2020-11-03			Funds Transf...	1000-01 - Che...	(6,465.00)	29,132.96
Transfer	2020-11-03			Funds Transf...	1000-01 - Che...	(150.00)	28,982.96
Total 1060-10 - 00204 - Interest Granting - ACF (Interest received from investments and used to fund grants.)						(6,615.00)	28,982.96
1076-10 - Platinum Savings for Invest-ACF							776,501.04
Total 1076-10 - Platinum Savings for Invest-ACF							776,501.04
1070-10 - 00208 - Savings for Invest-ACF (Donations received and held till invested.)							596.37
Total 1070-10 - 00208 - Savings for Invest-ACF (Donations received and held till invested.)							596.37
1036-10 - 00208 - Curtis Klassen Fund (Donations & Interest held to be granted in memory og Curtis Klassen)							1,930.80
Total 1036-10 - 00208 - Curtis Klassen Fund (Donations & Interest held to be granted in memory og Curtis Klassen)							1,930.80
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
1066-10 - GIC - Non Redemable - KWMF (Long term investment for the Kendall Wiebe Memorial Fund)							11,540.80
Total 1066-10 - GIC - Non Redemable - KWMF (Long term investment for the Kendall Wiebe Memorial Fund)							11,540.80
1090-10 - GIC - Memno H Friesen							31,058.00
TOTAL						(7,073.82)	1,618,634.28

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03-11-20

Accrual Basis

Altona Community Foundation Inc.

Profit & Loss

October 2019 through September 2020

	Oct '19 - Sep 20
Ordinary Income/Expense	
Income	
4100-70 - Interest on Investments - MHF	1,089.90
4000-00 - Tax-Receipted Donations - ACF (Total eligible amount of gifts received by the registered char...	
4000-03 - 24Hour Giving Challenge	40,041.44
4000-00 - Tax-Receipted Donations - ACF (Total eligible amount of gifts received by the registered c...	7,854.46
Total 4000-00 - Tax-Receipted Donations - ACF (Total eligible amount of gifts received by the registra...	47,895.90
4000-10 - Tax Receipted Donations - RCF (Donations recieved for the Rosenfeld Cemetery Fund)	700.00
4000-30 - Tax-receipted Donation - MennoF	500.00
4000-40 - Tax-receipted Donations - CKMF (Donations to the Curtis Klassen Fund)	700.00
4000-50 - Tax-receipted Donations - YIP (Donations to YIP)	817.00
4100-20 - Interest on Investments - ACF (Revenue from Investments in cash, securities, and property)	34,546.14
4100-30 - Interest on Investment - RCF (Income earned on Investments for Rosenfeld Cemetery Fund)	152.66
4100-40 - Interest - Curtis Klassen Fund (Interest Eraned on Curtis Klassen Fund)	13.87
4100-50 - Interest on Investment - KWFund (Interest earned on Investments an for the Kendall Wiebe M...	299.01
4100-60 - Interest on YIP Fund	4.63
43760 - Other income - not receipted (Amount of all other gifts which which a tax receipt was not issu...	40,000.00
6060-00 - Fundraising Event (Events used to raise awareness and funds for the foundation)	273.80
Total Income	126,992.91
Gross Profit	126,992.91
Expense	
Reconciliation Discrepancies (Discrepancies between bank statements and company records)	289.77
5010-30 - Bank Service Charges - Menno H	156.37
5000-00 - Advertising and Promotion (Advertising, marketing, graphic design, and other promotional e...	1,671.00
5010-00 - Bank Service Charges - ACF (Bank account service fees, bad check charges and other bank f...	12.00
5010-40 - Bank Service Charges - CKMF (Service charged on the Curtis Klassen fund account.)	25.45
5010-50 - Bank Service Charges - RCF (Bank Service charges on the Rosenfeld Cemetery Fund)	30.96
5010-60 - Bank Service Charges - KWMF (Service fees from the Credit Union)	39.60
5010-70 - Bank Service Charges - YIP	25.97
5000-20 - Grants Paid - ACF (Program-related awards, grants, benefits, individual assistance)	69,779.35
5000-30 - Grants Paid - CKMF (Grants paid on behalf of Curtis Klassen MemorialFund)	3,150.00
5000-40 - Grants Paid - RCF (Funds paid from the Rosenfeld Cemetery Fund Account.)	237.18
5000-60 - Grants Paid - YIP	2,000.65
5110-00 - GST Paid (GST Paid on Purchases)	125.54
5070-00 - Meeting Expenses (Expenses related to board meetings. Lunch etc.)	453.92
5080-00 - Membership Fees & Dues	505.00
5090-00 - Office Supplies (Office supplies expense)	263.00
5030-00 - Postage	74.17
66700 - Professional Fees (Payments to Accountants for services rendered)	2,878.30
5120-00 - Salary / Contract Labour (Payroll expenses)	1,156.00
Total Expense	82,874.23
Net Ordinary Income	44,118.68
Net Income	44,118.68