



Minutes of the Altona Community Foundation Board of Directors meeting held on Friday, October 16, 2020 at 12:00 pm.

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

1. Call to Order

Chris Sumner called the meeting to order at 12:05 p.m.

2. Review of the Agenda

MOTION: Pat Friesen - moved – Scott Penner – seconded - THAT the agenda is approved as presented with the addition of the 24 Hour Giving Challenge.

CARRIED.

3. Review of Previous Minutes

MOTION: Tracy Klassen – moved – Pat Friesen – seconded – THAT the minutes of the meeting held September 11, 2020 are adopted as circulated.

CARRIED.

4. Financial

- Youth for Christ – Altona did not submit enough invoices for their total project cost of \$5,000 on their 2020 spring grant of \$1,000 for a Maker Space computer.

MOTION VIA EMAIL: Angus Klassen – moved – Bill Penner – seconded – THAT the Altona Community Foundation pro-rate the \$1,000 grant to Youth for Christ – Altona to reflect the actual amount spent and approve a payment of \$860.

CARRIED.

- Angus presented the attached financial summary to the board prior to the meeting via email:
 - Processed cheque for \$775K to The Winnipeg Foundation to set-up account, will wait for confirmation from them as to the next steps.
 - Year-end entries and adjustments still need to be done, plan to submit final statements to the auditors in late October/early November.
 - Processed cheques for Altona Senior Centre, \$3,250; YIP – Altona Girls Softball, \$500 and The Station - Altona, \$860.
 - Interest earned on GIC of \$900.
 - Redeemed expiring GIC and moved to savings. \$126K included in the 775K cheque.

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

MOTION: Bill Penner – moved – Tracy Klassen – seconded – THAT the attached financial reports are approved as presented.

CARRIED.

5. Winnipeg Foundation

- Agreement was signed and will be mailed to the Winnipeg Foundation with the granting rate set at 3.5% and the CF admin rate at 0.5%.

6. 24 Hour Giving Challenge

- Endow MB is expanding the Giving Challenge from 24 hours to a week, November 9 to 15.
- Dollars will be stretched from both The Winnipeg Foundation and the Manitoba government up to a max. of \$2,000 each.
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- Loren to check with Henry Suderman to see if a table would be available in the mall on Nov. 14 from 10-1 to collect donations.
 - Golden West presented a 24 Hour Giving Challenge radio campaign. Chris recused from discussion.
 - Board will go ahead with radio campaign but will get an additional quote for an online ad as well. Jennifer to email board for final approval.
7. YIP
 - Chris reached to YIP teacher rep Vanessa Zacharias. She reported that YIP student council has not met for the year yet. YIP to be in contact after they meet.
 8. Emergency Community Support Fund (ECSF)
 - ECSF announced round 2 of funding to support local charities responding to COVID-19.
 - Loren signed a Memorandum of Understanding between the ACF and the Community Foundations of Canada for a second round of funding.
 - ACF has \$30,000 available to disperse up to October 30.
 - PV online published a story and ACF posted on their web and FB site.
 9. Fuel Good Day – September 15
 - Fuel Good Day happened on September 15.
 - Board members worked one hour shifts, good experience and the interaction with customers built awareness for the ACF.
 - \$1,500 was raised.
 10. Manitoba Heritage Trust Program (MHTP) – Neuberghal Heritage Foundation
 - Board gave approval for the Neuberghal Heritage Foundation to set up an endowment fund with the ACF so they could apply for the MHTP.
 - Jennifer sent the link to the application form to Ray Hamm.
 - No further correspondence.
 11. Named Funds
 - Make sure named funds are provided a financial fund report on an annual basis.
 - Add to responsibilities and guideline description for new treasurers.
 - Fund reports to be sent out by the end of January.
 - Any interest payments on named funds will be made by the end of June.
 - Double check with Angus on the dollars available to disperse from the Menno H. Friesen fund. Money to go to support Access Field.
 12. RBC Future Launch Community Challenge
 - No new report.
 13. Build 150
 - Final online reports and original grant applications were emailed to Kevin Parsons at Endow MB.
 - Requested any photos of the final projects be emailed to Endow MB.
 14. Granting Committee Report
 - Jennifer sent out emails to previous grant applicants letting them know there is no fall granting period this year.
 15. Public Relations Committee Report
 - No new report.
 16. Asset Development Committee Report
 - Scott's revised plaque sample was approved by the board.
 - ACF to provide Ron's Engraving with a charitable receipt for 50 plaques.

17. New Business

- No new business.

18. Next Meeting Date

- Wednesday, November 4 – 12 noon – location TBA.

19. 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, November 4 at 12 noon.

CARRIED.



Chris Sumner, president
Altona Community Foundation

9:57 PM

2020-10-15

Accrual Basis

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

Type	Date	Num	Name	Memo	Split	Amount	Balance
1068-10 - 00218 - Interest Granting - MF							1,522.03
Total 1068-10 - 00218 - Interest Granting - MF							1,522.03
1000-00 - Operating Chequing Account (To record operating expenses)							5,717.70
Bill Pmt - Cheque	2020-09-10	Debit	Jennifer Derksen-V		20000 - Accou...	(562.00)	5,155.70
Cheque	2020-09-30	1011	The Winnipeg Foundation	Endowment ...	1000-00 - Ope...	(775,000.00)	(769,844.30)
Cheque	2020-09-30	1011	The Winnipeg Foundation	Endowment ...	1000-00 - Ope...	775,000.00	5,155.70
Total 1000-00 - Operating Chequing Account (To record operating expenses)						(562.00)	5,155.70
1080-10 - 00208 - Savings for Invest - RCF (Donations relieved for investing in the Rosenfeld Cemetery Fund)							1,124.08
Total 1080-10 - 00208 - Savings for Invest - RCF (Donations relieved for investing in the Rosenfeld Cemetery Fund)							1,124.08
1085-10 - 00211 - Savings for Invest - KWMF (Donations held in savings for KWMF till invested.)							1,040.20
Total 1085-10 - 00211 - Savings for Invest - KWMF (Donations held in savings for KWMF till invested.)							1,040.20
1040-10 - YIP Savings (YIP Flow-through account)							2,131.52
Total 1040-10 - YIP Savings (YIP Flow-through account)							2,131.52
1060-10 - 00204 - Interest Granting - ACF (Interest relieved from investments and used to fund grants.)							38,420.29
General Journal	2020-09-27	117		GIC 1100722...	4100-20 - Inte...	891.67	39,311.96
Total 1060-10 - 00204 - Interest Granting - ACF (Interest relieved from investments and used to fund grants.)						891.67	39,311.96
1075-10 - Platinum Savings for Invest-ACF							649,086.14
Deposit	2020-09-03			Deposit	12000 - Unde...	28.95	649,115.09
Deposit	2020-09-03			Deposit	12000 - Unde...	25.00	649,140.09
Deposit	2020-09-10			Deposit	-SPLIT-	148.95	649,289.04
Deposit	2020-09-03			Deposit	-SPLIT-	358.95	649,647.99
Transfer	2020-09-30			Funds Transf...	1050-10 - GIC...	126,000.00	775,647.99
Total 1075-10 - Platinum Savings for Invest-ACF						126,561.85	775,647.99
1070-10 - 00206 - Savings for Invest-ACF (Donations relieved and held till invested.)							585.65
Total 1070-10 - 00206 - Savings for Invest-ACF (Donations relieved and held till invested.)							585.65
1036-10 - 00208 - Curtis Klassen Fund (Donations & interest held to be granted in memory og Curtis Klassen)							1,451.87
Deposit	2020-09-10			Deposit	12000 - Unde...	500.00	1,951.87
Total 1036-10 - 00208 - Curtis Klassen Fund (Donations & interest held to be granted in memory og Curtis Klassen)						500.00	1,951.87
1060-10 - GIC - Non-Redemable - ACF (GIC's Invested long term.)							776,800.00
Transfer	2020-09-30			Funds Transf...	1075-10 - Plat...	(126,000.00)	650,800.00
Total 1060-10 - GIC - Non-Redemable - ACF (GIC's Invested long term.)						(126,000.00)	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 - Menno H Friesen							30,908.43
1090-15 - Due from Menno H Friesen Fund							(149.57)
Total 1090-15 - Due from Menno H Friesen Fund							(149.57)
1090-10 - GIC - Menno H Friesen - Other							31,058.00
Total 1090-10 - GIC - Menno H Friesen - Other							31,058.00
Total 1090-10 - GIC - Menno H Friesen							30,908.43
TOTAL						1,381.62	1,628,720.23

10:00 PM
15-10-20
Accrual Basis

Altona Community Foundation Inc.
Profit & Loss
October 2019 through September 2020

	Oct '19 - Sep 20	Oct '18 - Sep 19
Ordinary Income/Expense		
Income		
4100-70 - Interest on Investments - MHF	1,087.03	655.20
4000-00 - Tax-Receipted Donations - ACF (Total eligible amount of gifts received by the registered charL...		
4000-03 - 24Hour Giving Challenge	40,041.44	35,880.00
4000-06 - Tax-Receipted Donations - ACF (Total eligible amount of gifts received by the registered ch...	7,829.46	12,455.65
Total 4000-00 - Tax-Receipted Donations - ACF (Total eligible amount of gifts received by the registered...	47,870.90	48,335.65
4000-05 - Tax Receipted Donation - Op (Donations designated for operating)		
4000-08 - Earl Diok Golf Tournament	0.00	4,199.00
4000-06 - Tax Receipted Donation - Op (Donations designated for operating) - Other	0.00	1,176.02
Total 4000-05 - Tax Receipted Donation - Op (Donations designated for operating)	0.00	5,375.02
4000-10 - Tax Receipted Donations - RCF (Donations received for the Rosenfeld Cemetery Fund)	700.00	300.00
4000-30 - Tax-receipted Donation - MennoC	500.00	2,300.00
4000-40 - Tax-receipted Donations - CKMF (Donations to the Curtis Klassen Fund)	700.00	7,090.00
4000-50 - Tax-receipted Donations - YIP (Donations to YIP)	817.00	663.00
4010-00 - Donation, Grants, Not Receipted (Amount received from other registered charities. Receipts f...	0.00	1,450.63
4100-20 - Interest on Investments - ACF (Revenue from Investments in cash, securities, and property)	38,225.04	38,461.10
4100-30 - Interest on Investment - RCF (Income earned on Investments for Rosenfeld Cemetery Fund)	151.72	149.58
4100-40 - Interest - Curtis Klassen Fund (Interest Earned on Curtis Klassen Fund)	9.49	8.20
4100-50 - Interest on Investment - KWFund (Interest earned on Investments an for the Kendall Wiebe M...	306.08	310.57
4100-80 - Interest on YIP Fund	3.02	4.83
43780 - Other Income - not receipted (Amount of all other gifts which which a tax receipt was not issue...	40,000.00	0.00
8080-00 - Fundraising Event (Events used to raise awareness and funds for the foundation)	0.00	5,547.09
Total Income	130,370.28	110,650.87
Gross Profit	130,370.28	110,650.87
Expense		
5010-30 - Bank Service Charges - Menno H	0.00	149.57
5000-00 - Advertising and Promotion (Advertising, marketing, graphic design, and other promotional ex...	1,671.00	3,108.00
5010-00 - Bank Service Charges - ACF (Bank account service fees, bad check charges and other bank f...	0.00	4.65
5010-40 - Bank Service Charges - CKMF (Service charged on the Curtis Klassen fund account.)	0.00	102.00
5010-50 - Bank Service Charges - RCF (Bank Service charges on the Rosenfeld Cemetery Fund)	0.00	28.36
5010-80 - Bank Service Charges - KWMF (Service fees from the Credit Union)	0.00	44.95
5010-70 - Bank Service Charges - YIP	0.00	18.43
5000-20 - Grants Paid - ACF (Program-related awards, grants, benefits, individual assistance)	69,779.35	28,465.50
5000-30 - Grants Paid - CKMF (Grants paid on behalf of Curtis Klassen MemorialFund)	3,150.00	5,040.00
5000-40 - Grants Paid - RCF (Funds paid from the Rosenfeld Cemetery Fund Account.)	237.18	147.50
5000-80 - Grants Paid - YIP	2,000.00	1,700.00
5110-00 - GST Paid (GST Paid on Purchases)	0.00	158.29
5070-00 - Meeting Expenses (Expenses related to board meetings, Luneh etc.)	453.92	501.52
5080-00 - Membership Fees & Dues	505.00	505.00
5080-00 - Office Supplies (Office supplies expense)	263.00	56.67
5030-00 - Postage	74.17	66.65
88700 - Professional Fees (Payments to Accountants for services rendered)	2,878.30	2,835.00
5120-00 - Salary / Contract Labour (Payroll expenses)	1,156.00	1,236.00
Total Expense	82,167.92	44,168.09
Net Ordinary Income	48,202.36	66,482.78
Net Income	48,202.38	66,482.78

9:58 PM

Oct 15, 2020
Accrual Basis

Altona Community Foundation Inc.
Balance Sheet
As of 30 September 2020

	30 Sep 20
ASSETS	
Current Assets	
Chequing/Savings	
1068-10 - 00216 - Interest Granting - MF	1,522.03
1000-00 - Operating Chequing Account (To record operating expenses)	5,155.70
1080-10 - 00209 - Savings for Invest - RCF (Donations received for investing in the Rosenfeld Cemetery Fu...)	1,124.08
1085-10 - 00211 - Savings for Invest - KWMF (Donations held in savings for KWMF till invested.)	1,040.20
1040-10 - YIP Savings (YIP Flow-through account)	2,131.52
1060-10 - 00204 - Interest Granting - ACF (Interest received from investments and used to fund grants.)	39,311.96
1075-10 - Platinum Savings for Invest-ACF	775,647.99
1070-10 - 00206 - Savings for Invest-ACF (Donations received and held till invested.)	585.65
1035-10 - 00208 - Curtis Klassen Fund (Donations & Interest held to be granted in memory of Curtis Klas...)	1,951.87
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	
1090-15 - Due from Menno H Friesen Fund	-149.57
1090-10 - GIC - Menno H Friesen - Other	31,058.00
Total 1090-10 - GIC - Menno H Friesen	30,908.43
Total Chequing/Savings	1,526,720.23
Other Current Assets	
1210-10 - Accrued Interest Receivable	23,659.80
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)	10.00
12200 - Accounts Receivable - Other (Income earned this year, collected next year)	149.57
Total Other Current Assets	23,819.36
Total Current Assets	1,550,539.59
TOTAL ASSETS	1,550,539.59
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
20000 - Accounts Payable (Unpaid or unapplied vendor bills or credits)	150.91
2000-10 - Grants Payable (Grants promised to other organizations or individuals)	29,950.00
Total Accounts Payable	30,100.91
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 ...)	-251.07
Total Other Current Liabilities	2,748.93
Total Current Liabilities	32,849.84
Total Liabilities	32,849.84
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)	-25,574.84
Net Income	48,202.36
Total Equity	1,517,689.75
TOTAL LIABILITIES & EQUITY	1,550,539.59

9:54 PM
15-10-20

Altona Community Foundation Inc.
A/P Aging Summary
As of 15 October 2020

	<u>Current</u>	<u>1 - 30</u>	<u>31 - 60</u>	<u>61 - 90</u>	<u>> 90</u>	<u>TOTAL</u>
Altona & Area Family Resource Center GR	0.00	0.00	150.00	0.00	0.00	150.00
Border Land School Division GR	0.00	0.00	0.00	0.00	8,300.00	8,300.00
Gardens on Tenth - GR	0.00	0.00	1,500.00	0.00	0.00	1,500.00
Gretna Prairie Centre	0.00	0.00	500.00	0.00	0.00	500.00
Kiddle Sunshine Center GR	0.00	0.00	2,500.00	0.00	0.00	2,500.00
Municipality of Rhineland - GR	0.00	0.00	3,000.00	0.00	0.00	3,000.00
Neubergthal Heritage Foundation Inc. - GR	0.00	0.00	2,000.00	0.00	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	6,150.00	0.00	400.00	6,550.00
TOTAL	<u><u>0.00</u></u>	<u><u>0.00</u></u>	<u><u>15,800.00</u></u>	<u><u>0.00</u></u>	<u><u>9,400.00</u></u>	<u><u>25,200.00</u></u>