



Minutes of the Altona Community Foundation Board of Directors meeting held on Friday, September 11, 2020 at 12:00 pm.

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

1. Call to Order

Chris Sumner called the meeting to order at 12:02 p.m.

2. Review of the Agenda

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

**CARRIED.**

3. Review of Previous Minutes

**MOTION: Tracy Klassen – moved – Scott Penner – seconded – THAT** the minutes of the meeting held July 10, 2020 are adopted as circulated.

**CARRIED.**

4. Financial

- South Central Regional Library did not submit enough invoices for their total project cost of \$4,100 on their 2019 fall grant of \$3,100 for a water bottle filling station.

**MOTION VIA EMAIL: Angus Klassen – moved – Bill Penner – seconded – THAT** the Altona Community Foundation pro-rate the \$3,100 grant to South Central Regional Library to reflect the actual amount spent and approve a payment of \$1,612.

**CARRIED.**

- Build 150 money was deposited into the ACF account - Angus processed payment to the 12 grant recipients.
- Angus presented the attached financial reports to the board.

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

**CARRIED.**

5. Winnipeg Foundation

- Board was sent a draft agreement from The Winnipeg Foundation to review.
- ACF will need to set a granting rate and a CF admin fee rate. Note - their year-end is also September 30.
- After discussion via email the board will set the granting rate at 3.5% (CRA min. requirement) and the CF admin rate at 0.5% for 2020-2021.

**MOTION VIA EMAIL: Loren Brault – moved – Ken Wiebe – seconded – THAT** the Altona Community Foundation Inc. ratify the agreement sent by The Winnipeg Foundation and set the granting rate at 3.5% and the CF admin rate at 0.5% for 2020-2021.

**CARRIED.**

- Once the official signed print copy agreement is received by The Winnipeg Foundation along with the ACF initial deposit, they will create the fund and affiliate fund.

6. YIP

- Chris to make contact with the W.C. Miller Youth in Philanthropy and report back at next meeting.

7. Emergency Community Support Fund (ECSF)
  - There was some money left over from the ECSF, Loren received permission from Community Foundations of Canada (CFC) to allocate the balance to some of the previously approved grants:
    - Altona Family Resource - \$280; Kiddie Sunshine Centre - \$290; Regional Connections - \$280
  - Loren submitted a final ECSF report to CFC.
8. Endow MB IT Enhancement Program
  - Jennifer registered the ACF with Techsoup, a program open to charities to access donated and discounted technology products.
  - Received the ACF laptop along with an Office 365 license.
  - Software training session TBA from Endow MB.
9. Fuel Good Day – September 15
  - Fuel Good Day coming up on September 15.
  - Board members to work one hour shifts throughout the day, washing windows, promoting ACF, etc.
  - ACF to set up easel, have brochures and donation envelopes available.
10. RBC Future Launch Community Challenge
  - No new report.
11. Build 150
  - Money was dispersed to grant recipients.
  - Build 150 is asking not to promote the recipients at this time, they will be announcing in early 2021.
12. Granting Committee Report
  - Due to the influx of spring/summer granting dollars this year, there will be no fall granting period this year.
  - Keith reported that a 2020 grant recipient was inquiring if their funds could be used entirely for one specific part of their three part grant application, waiting to hear confirmation from recipient if this is how they want to proceed.
13. Public Relations Committee Report
  - Chris sent out a media release for the spring 2020 grant recipients.
  - PP in the mall is having some issues – Chris to address.
14. Asset Development Committee Report
  - Scott presented a revised plaque sample – board asked to add a line on top “This project supported by”.
  - Ron’s Engraving is donating 50 plaques to the ACF.
15. New Business
  - No new business.
16. Next Meeting Date
  - Friday, October 16 – 12 noon – location TBA.
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 Friday, October 16 at 12 noon.

**CARRIED.**



Chris Sumner, president  
Altona Community Foundation

7:38 AM

2020-08-11

Accrual Basis

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

Type	Date	Num	Name	Memo	Split	Amount	Balance
<b>1068-10 - 00218 - Interest Granting - MF</b>							1,522.03
<b>Total 1068-10 - 00218 - Interest Granting - MF</b>							1,522.03
<b>1000-00 - Operating Chequing Account (To record operating expenses)</b>							5,770.37
<b>1000-01 - Chequing Grants (Cheques issued to grant recipients.)</b>							0.00
Transfer	2020-07-28			Funds Transf...	1062-10 - 002...	237.18	237.18
Transfer	2020-07-28			Funds Transf...	1060-10 - 002...	4,600.00	4,837.18
Transfer	2020-08-26			Funds Transf...	1040-10 - YIP ...	400.00	5,237.18
Transfer	2020-08-26			Funds Transf...	1060-10 - 002...	1,612.00	6,849.18
General Journal	2020-08-26	113		Build 150 ma...	43760 - Other ...	20,000.00	26,849.18
Bill Pmt -Cheque	2020-07-28	996	Gardens on Tenth - GR	118891928R...	2000-10 - Gra...	(4,600.00)	22,249.18
Bill Pmt -Cheque	2020-07-28	997	Municipality of Rhineland - GR	10743201RT...	2000-10 - Gra...	(237.18)	22,012.00
Bill Pmt -Cheque	2020-08-26	998	Town of Altona GR	108124645R...	2000-10 - Gra...	(6,100.00)	15,912.00
Bill Pmt -Cheque	2020-08-26	999	Municipality of Rhineland - GR	10743201RT...	2000-10 - Gra...	(3,000.00)	12,912.00
Bill Pmt -Cheque	2020-08-26	1000	Altona Senior Citizens Club - GR	118784677R...	2000-10 - Gra...	(3,250.00)	9,662.00
Bill Pmt -Cheque	2020-08-26	1002	Gretna Prairie Centre	Spring Grant ...	2000-10 - Gra...	(500.00)	9,162.00
Bill Pmt -Cheque	2020-08-26	1003	Kiddle Sunshine Center GR	102830320R...	2000-10 - Gra...	(400.00)	8,762.00
Bill Pmt -Cheque	2020-08-26	1004	Kiddle Sunshine Center GR	102830320R...	2000-10 - Gra...	(2,500.00)	6,262.00
Bill Pmt -Cheque	2020-08-26	1005	Gardens on Tenth - GR	118891928R...	2000-10 - Gra...	(1,500.00)	4,762.00
Bill Pmt -Cheque	2020-08-26	1006	Neubergthal Heritage Foundation...	883046971R...	2000-10 - Gra...	(2,000.00)	2,762.00
Bill Pmt -Cheque	2020-08-26	1007	Altona & Area Family Resource ...	878907518R...	2000-10 - Gra...	(150.00)	2,612.00
Bill Pmt -Cheque	2020-08-26	1008	The Station, Youth For Christ - GR	Spring Grant ...	2000-10 - Gra...	(1,000.00)	1,612.00
Bill Pmt -Cheque	2020-08-26	1009	South Central Regional Library - ...	Fall grant 20...	2000-10 - Gra...	(1,612.00)	0.00
<b>Total 1000-01 - Chequing Grants (Cheques issued to grant recipients.)</b>							0.00
<b>1000-00 - Operating Chequing Account (To record operating expenses) - Other</b>							5,770.37
Bill Pmt -Cheque	2020-07-28	Debit	Jennifer Derksen-V	Ju20 meetin...	20000 - Accou...	(52.67)	5,717.70
Bill Pmt -Cheque	2020-09-10	Debit	Jennifer Derksen-V		20000 - Accou...	(562.00)	5,155.70
<b>Total 1000-00 - Operating Chequing Account (To record operating expenses) - Other</b>							(614.67)
<b>Total 1000-00 - Operating Chequing Account (To record operating expenses)</b>							5,155.70
<b>1080-10 - 00208 - Savings for Invest - RCF (Donations relieved for Investing in the Rosenfeld Cemetary Fund)</b>							1,124.08
<b>Total 1080-10 - 00208 - Savings for Invest - RCF (Donations recieved for Investing in the Rosenfeld Cemetary Fund)</b>							1,124.08
<b>1062-10 - 00210 - Interest Granting - RCF (Interest earned for distribution on the Rosenfeld Cemetary Fund)</b>							384.68
Transfer	2020-07-28			Funds Transf...	1000-01 - Che...	(237.18)	147.50
Transfer	2020-07-28			Funds Transf...	1060-10 - 002...	(147.50)	0.00
<b>Total 1062-10 - 00210 - Interest Granting - RCF (Interest earned for distribution on the Rosenfeld Cemetary Fund)</b>							(384.68)
<b>1085-10 - 00211 - Savings for Invest - KWMF (Donations held In savings for KWMF till Invested.)</b>							1,040.20
<b>Total 1085-10 - 00211 - Savings for Invest - KWMF (Donations held In savings for KWMF till Invested.)</b>							1,040.20
<b>1040-10 - YIP Savings (YIP Flow-through account)</b>							2,531.52
Transfer	2020-08-26			Funds Transf...	1000-01 - Che...	(400.00)	2,131.52
<b>Total 1040-10 - YIP Savings (YIP Flow-through account)</b>							(400.00)
<b>1060-10 - 00204 - Interest Granting - ACF (Interest recieved from Investments and used to fund grants.)</b>							42,484.35
Transfer	2020-07-28			Funds Transf...	1062-10 - 002...	147.50	42,631.85
Transfer	2020-07-28			Funds Transf...	1000-01 - Che...	(4,600.00)	38,041.85
Transfer	2020-08-26			Funds Transf...	1000-01 - Che...	(1,612.00)	36,429.85
General Journal	2020-08-20	114		GIC 1100718...	4100-20 - Inte...	703.52	37,133.77
General Journal	2020-07-18	115		GIC 5047001...	4100-20 - Inte...	925.53	38,059.30
General Journal	2020-07-14	116		GIC 1100704...	4100-20 - Inte...	360.99	38,420.29
<b>Total 1060-10 - 00204 - Interest Granting - ACF (Interest recieved from Investments and used to fund grants.)</b>							(4,074.06)
<b>1075-10 - Platinum Savings for Invest-ACF</b>							645,624.95
Deposit	2020-09-03			Deposit	12000 - Unde...	28.95	645,653.90
Deposit	2020-09-03			Deposit	12000 - Unde...	25.00	645,678.90
Deposit	2020-09-10			Deposit	-SPLIT-	148.95	645,827.85
<b>Total 1075-10 - Platinum Savings for Invest-ACF</b>							202.90
<b>1078-10 - 00206 - Savings for Invest-ACF (Donations recieved and held till Invested.)</b>							585.65
Deposit	2020-07-13			Deposit	12000 - Unde...	30.00	585.65
<b>Total 1078-10 - 00206 - Savings for Invest-ACF (Donations recieved and held till Invested.)</b>							30.00
<b>1036-10 - 00208 - Curtis Klassen Fund (Donations &amp; Interest held to be granted in memory og Curtis Klassen)</b>							1,451.87
Deposit	2020-09-10			Deposit	12000 - Unde...	500.00	1,951.87
<b>Total 1036-10 - 00208 - Curtis Klassen Fund (Donations &amp; Interest held to be granted in memory og Curtis Klassen)</b>							500.00
<b>1060-10 - GIC - Non-Redemable - ACF (GIC's Invested long term.)</b>							776,800.00
<b>Total 1060-10 - GIC - Non-Redemable - ACF (GIC's Invested long term.)</b>							776,800.00
<b>1062-10 - GIC - Non Redemable - RCF (Long term Investments for the Rosenfeld Cemetary Fund)</b>							5,000.00
<b>Total 1062-10 - GIC - Non Redemable - RCF (Long term Investments for the Rosenfeld Cemetary Fund)</b>							5,000.00

7:38 AM  
 2020-08-11  
 Aoorual Basis

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

Type	Date	Num	Name	Memo	Split	Amount	Balance
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 - 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						(4,740.61)	1,622,008.42

Altona Community Foundation Inc.  
**Profit & Loss**  
 1 October 2019 through 11 September 2020

7:44 AM  
 11-09-20  
 Accrual Basis

	1 Oct '19 - 11 Sep 20	1 Oct '18 - 11 Sep 19	\$ Change
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
4100-70 - Interest on Investments - MHF	1,087.03	0.00	1,087.03
4000-00 - Tax-Receipted Donations - ACF (Total eligible amount of gifts received by the registered charity...			
4000-03 - 24Hour Giving Challenge	40,041.44	35,880.00	4,161.44
4000-06 - Tax-Receipted Donations - ACF (Total eligible amount of gifts received by the registered cha...	7,460.51	12,068.80	-4,608.29
<b>Total 4000-00 - Tax-Receipted Donations - ACF (Total eligible amount of gifts received by the registered c...</b>	<b>47,501.95</b>	<b>47,948.80</b>	<b>-446.85</b>
4000-05 - Tax Receipted Donation - Op (Donations designated for operating)			
4000-06 - Earl Dick Golf Tournament	0.00	4,199.00	-4,199.00
4000-05 - Tax Receipted Donation - Op (Donations designated for operating) - Other	0.00	1,178.02	-1,178.02
<b>Total 4000-05 - Tax Receipted Donation - Op (Donations designated for operating)</b>	<b>0.00</b>	<b>5,375.02</b>	<b>-5,375.02</b>
4000-10 - Tax Receipted Donations - RCF (Donations received for the Rosenfeld Cemetery Fund)	700.00	300.00	400.00
4000-30 - Tax-receipted Donation - MennoF	500.00	2,300.00	-1,800.00
4000-40 - Tax-receipted Donations - CKMF (Donations to the Curtis Klassen Fund)	700.00	7,090.00	-6,390.00
4000-50 - Tax-receipted Donations - YIP (Donations to YIP)	817.00	863.00	-54.00
4010-00 - Donation, Grants, Not Receipted (Amount received from other registered charities. Receipts for...	0.00	1,450.83	-1,450.83
4100-20 - Interest on Investments - ACF (Revenue from investments in cash, securities, and property)	33,872.18	36,829.58	-2,957.40
4100-30 - Interest on Investment - RCF (Income earned on investments for Rosenfeld Cemetery Fund)	151.72	234.00	-82.28
4100-40 - Interest - Curtis Klassen Fund (Interest Earned on Curtis Klassen Fund)	9.49	8.20	1.29
4100-50 - Interest on Investment - KWFund (Interest earned on investments an for the Kendall Wiebe Memn...	306.08	322.28	-16.18
4100-60 - Interest on YIP Fund	3.02	4.83	-1.81
43760 - Other Income - not receipted (Amount of all other gifts which which a tax receipt was not issued.)	40,000.00	5,208.98	34,791.02
<b>Total Income</b>	<b>125,848.47</b>	<b>107,535.30</b>	<b>18,113.17</b>
<b>Gross Profit</b>	<b>125,848.47</b>	<b>107,535.30</b>	<b>18,113.17</b>
<b>Expense</b>			
5000-00 - Advertising and Promotion (Advertising, marketing, graphic design, and other promotional expe...	1,871.00	3,108.00	-1,437.00
5010-00 - Bank Service Charges - ACF (Bank account service fees, bad check charges and other bank fees)	0.00	2.85	-2.85
5010-40 - Bank Service Charges - CKMF (Service charged on the Curtis Klassen fund account.)	0.00	2.80	-2.80
5010-50 - Bank Service Charges - RCF (Bank Service charges on the Rosenfeld Cemetery Fund)	0.00	0.85	-0.85
5010-60 - Bank Service Charges - KWMF (Service fees from the Credit Union)	0.00	0.85	-0.85
5010-70 - Bank Service Charges - YIP	0.00	0.85	-0.85
5000-20 - Grants Paid - ACF (Program-related awards, grants, benefits, individual assistance)	89,779.35	28,750.00	43,029.35
5000-30 - Grants Paid - CKMF (Grants paid on behalf of Curtis Klassen MemorialFund)	3,150.00	5,040.00	-1,890.00
5000-40 - Grants Paid - RCF (Funds paid from the Rosenfeld Cemetery Fund Account.)	237.18	147.50	89.68
5000-60 - Grants Paid - YIP	2,000.00	1,700.00	300.00
5110-00 - GST Paid (GST Paid on Purchases)	0.00	114.45	-114.45
5070-00 - Meeting Expenses (Expenses related to board meetings. Lunch etc.)	328.00	450.05	-122.05
5080-00 - Membership Fees & Dues	505.00	505.00	0.00
5090-00 - Office Supplies (Office supplies expense)	283.00	58.87	204.33
5030-00 - Postage	55.77	88.85	-10.88
66700 - Professional Fees (Payments to Accountants for services rendered)	2,878.30	2,835.00	43.30
5120-00 - Salary / Contract Labour (Payroll expenses)	1,158.00	1,238.00	-80.00
<b>Total Expense</b>	<b>82,023.60</b>	<b>42,018.52</b>	<b>40,007.08</b>
<b>Net Ordinary Income</b>	<b>43,824.87</b>	<b>65,518.78</b>	<b>-21,693.91</b>
<b>Net Income</b>	<b>43,824.87</b>	<b>65,518.78</b>	<b>-21,693.91</b>

7:37 AM  
11-09-20

Altona Community Foundation Inc.  
**A/P Aging Summary**  
As of 11 September 2020

	<u>Current</u>	<u>1 - 30</u>	<u>31 - 60</u>	<u>61 - 90</u>	<u>&gt; 90</u>	<u>TOTAL</u>
Altona & Area Family Resource Center GR	0.00	150.00	0.00	0.00	0.00	150.00
Altona Senior Citizens Club - GR	0.00	3,250.00	0.00	0.00	0.00	3,250.00
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	1,500.00	0.00	0.00	0.00	1,500.00
Gretna Prairie Centre	0.00	500.00	0.00	0.00	0.00	500.00
Kiddle Sunshine Center GR	0.00	2,500.00	0.00	0.00	0.00	2,500.00
Municipality of Rhineland - GR	0.00	3,000.00	0.00	0.00	0.00	3,000.00
Neubergthal Heritage Foundation Inc. - GR	0.00	2,000.00	0.00	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	1,000.00	0.00	0.00	400.00	1,400.00
Town of Altona GR	0.00	6,150.00	0.00	0.00	900.00	7,050.00
<b>TOTAL</b>	<u>0.00</u>	<u>20,050.00</u>	<u>0.00</u>	<u>0.00</u>	<u>9,900.00</u>	<u>29,950.00</u>