



Minutes of the online Altona Community Foundation Board of Directors meeting held on Tuesday, January 11, 2022.

Present were: president, Loren Braul; vice-president, Keith Stoesz; treasurer, Angus Klassen; Ken Wiebe; Tracy Klassen; Pat Friesen; Haydon Friesen; and Cheryl Dueck. Regrets: Vic Loewen.

1. Call to Order

Keith Stoesz called the meeting to order at 12:00 p.m.

2. Review of the Agenda

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

CARRIED.

3. Review of Previous Minutes

MOTION: Tracy Klassen – moved – Angus Klassen – seconded – THAT the minutes of the meeting held December 7, 2021 are adopted as circulated.

CARRIED.

4. Financial

- A motion was made via email to retain Sheri Siemens as bookkeeper for the Altona Community Foundation. The transition will happen after year end is closed.

MOTION via email: Angus Klassen – moved – Keith Stoesz – seconded – THAT the Altona Community Foundation retain Sheri Siemens as the bookkeeper for Altona Community Foundation for \$150/month plus PST for a period of 12 months, renewable by agreement.

CARRIED.

- GTP is still working on year-end.
- Loren sent Access CU a letter requesting the early redemption of our GIC investments. Upon recommendation from Lionel Ewbank to the Access board the request was approved. The GICs were moved into platinum savings without any penalties applied.
- Funds for the ACF Future Ag Leadership Scholarship Fund and the Bergfeld Mennonite Church Mission Fund will be tracked internally rather than setting up separate accounts like our other funds.
- The following payments were issued: \$1,755.60, Golden West for fall granting and Giving Challenge advertising; \$94.68, payment to Jenn for November lunch and Google Workspace; \$34,285, transfer from operating to ACF interest for granting for annual interest deposit from TWF; \$1,000 transfer from CKMF to operating for November cheque; \$500, transfer from operating to CKMF for online donations through TWF.
- Angus presented the attached financial reports to the board. It was noted there was some errors on the Aging Summary. Angus to review and provide a corrected summary.

MOTION: Angus Klassen – moved – Ken Wiebe – seconded – THAT the attached financial reports are approved as presented with the exception of the Aging Summary.

CARRIED.

5. 2022 CFC Membership Checklist
 - Jennifer presented the 2022 Community Foundations of Canada membership checklist to the board prior to the meeting.
MOTION: Keith Stoesz – moved – Haydon Friesen – seconded – THAT the board reviewed, read and understood the criteria for continuing membership in CFC and has completed the 2022 CFC membership checklist.
CARRIED.
6. YIP
 - No new report.
7. Granting Committee Report
 - Altona & Area Family Resource Centre (AAFRC) did not submit enough invoices for the total project cost of \$1,000 on their 2021 fall grant of \$700 for anti-virus and Cricut machine.
MOTION: Tracy Klassen moved – Cheryl Dueck – seconded – THAT the Altona Community Foundation pro-rate the \$700 grant to AAFRC to reflect the actual amount spent and approve a payment of \$420.
CARRIED.
 - AAFRC had some questions regarding their spring 2021 grant, board to get some clarification on the request before proceeding with any grant payment.
8. Public Relations Committee Report
 - Keith reported a first draft of the website was sent by Homefield.
 - Jenn to circulate draft to board to weigh in with any suggestions before proceeding with the second draft.
9. Asset Development Committee Report
 - At this point the chamber is not planning a spring banquet, possibly in the fall if restrictions lift.
 - Discuss more at the February planning meeting.
10. New business
 - Jenn to send out ACF scholarship application forms to W.C. Miller Collegiate and MCI.
11. Next Meeting Date – regular & planning
 - Tuesday, February 11 – 12 noon – Gold Room.
12. Adjournment.
THEREFORE BE IT RESOLVED THAT this meeting is now adjourned and the next regular meeting and planning session of the Altona Community Foundation will be held on Tuesday, February 11 at 12 noon.
CARRIED.

Loren Brault, president
Altona Community Foundation

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Altona Community Foundation Inc.

Balance Sheet

Jan 10, 2022

As of 11 January 2022

Accrual Basis

	11 Jan 22
ASSETS	
Current Assets	
Chequing/Savings	
1020-60 - TWF - Neuberghal Heritage Fund (Neuberghal Heritage Foundation Fund)	3,750.00
1020-50 - TWF - Bergfeld Missions Fund (Bergefeld Mennonite Church Missions Fund)	50,000.00
1020-40 - TWF - Ag Scholarship Fund (Future Ag Leader Scholarship Fund)	50,000.00
1020-10 - TWF - ACF Managed Fund (The Winnipeg Foundation managed fund)	852,666.70
1068-10 - 00216 - Interest Granting - MF	1,108.15
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	24,659.03
Total 1000-00 - Operating Chequing Account (To record operating expenses)	24,353.12
1080-10 - 00209 - Savings for Invest - RCF (Donations received for investing in the Rosenfeld Ca...	1,294.35
1062-10 - 00210 - Interest Granting - RCF (Interest earned for distribution on the Rosenfeld Cem...	-0.02
1085-10 - 00211 - Savings for Invest - KWMF (Donations held in savings for KWMF till invested.)	1,002.64
1040-10 - YIP Savings (YIP Flow-through account)	192.13
1060-10 - 00204 - Interest Granting - ACF (Interest received from investments and used to fund ...	98,594.23
1070-10 - 00206 - Savings for Invest - ACF (Donations received and held till invested.)	707.13
1035-10 - 00208 - Curtis Klassen Fund (Donations & interest held to be granted in memory of C...	5,331.31
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 ...	11,806.24
1090-10 - GIC - Menno H Friesen	31,058.00
Total Chequing/Savings	1,787,663.98
Other Current Assets	
1210-10 - Accrued Interest Receivable	43,122.91
1200-00 - GST Refund from Federal Gov't (Total revenue received or earned from the federal go...	-0.01
Total Other Current Assets	43,122.90
Total Current Assets	1,830,786.88
TOTAL ASSETS	1,830,786.88
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000-10 - Grants Payable (Grants promised to other organizations or individuals)	75,370.00
Total Accounts Payable	75,370.00
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...	-539.87
Total Other Current Liabilities	2,460.13
Total Current Liabilities	77,830.13
Total Liabilities	77,830.13

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Altona Community Foundation Inc.

Balance Sheet

Jan 10, 2022

As of 11 January 2022

Accrual Basis

	<u>11 Jan 22</u>
Equity	
2010-20 - Income Retained for future dist	18,945.40
2020-40 - Curtis Klassen Memorial Fund	4,426.96
2030-00 - YIP Fund	-3,266.12
2040-30 - Contributed Capital	1,435,454.71
2060-00 - Rosenfeld Cemetary	6,009.64
2070-00 - Kendell Wiebe Memorial Fund	12,523.56
2080-00 - Menno F Friesen Memorial Fund	32,997.16
32000 - Retained Earnings (Undistributed earnings of the corporation)	200,435.33
Net Income	45,430.11
Total Equity	<u>1,752,956.75</u>
TOTAL LIABILITIES & EQUITY	<u>1,830,786.88</u>

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2022-01-10

Aorural Basis

Altona Community Foundation Inc.
General Ledger
As of 12 January 2022

Type	Date	Num	Name	Memo	Split	Amount	Balance	
1020-00 - TWF - Neuberghal Heritage Fund (Neuberghal Heritage Foundation Fund)							3,750.00	
Total 1020-00 - TWF - Neuberghal Heritage Fund (Neuberghal Heritage Foundation Fund)							3,750.00	
1020-50 - TWF - Bergfeld Missions Fund (Bergfeld Mennonite Church Missions Fund)							50,000.00	
Total 1020-50 - TWF - Bergfeld Missions Fund (Bergfeld Mennonite Church Missions Fund)							50,000.00	
1020-40 - TWF - Ag Scholarship Fund (Future Ag Leader Scholarship Fund)							50,000.00	
Total 1020-40 - TWF - Ag Scholarship Fund (Future Ag Leader Scholarship Fund)							50,000.00	
1020-10 - TWF - ACF Managed Fund (The Winnipeg Foundation managed fund)							817,611.70	
Deposit	2021-11-30			Deposit	-SPLIT-	14,705.00	832,316.70	
Deposit	2021-12-30			Deposit	-SPLIT-	14,300.00	846,616.70	
Deposit	2022-01-04			Deposit	-SPLIT-	1,150.00	847,766.70	
Deposit	2021-12-22			Deposit	-SPLIT-	900.00	848,666.70	
Deposit	2021-12-14			Deposit	-SPLIT-	4,000.00	852,666.70	
Total 1020-10 - TWF - ACF Managed Fund (The Winnipeg Foundation managed fund)							35,055.00	852,666.70
1088-10 - 00216 - Interest Granting - MF							1,108.15	
Total 1088-10 - 00216 - Interest Granting - MF							1,108.15	
1000-00 - Operating Chequing Account (To record operating expenses)							7,446.74	
1000-01 - Chequing Grants (Cheques issued to grant recipients.)							(305.91)	
Transfer	2021-12-21			Funds Transf...	1060-10 - 0020...	4,000.00	3,694.09	
Transfer	2021-12-21			Funds Transf...	1040-10 - YIP ...	500.00	4,194.09	
Bill Pmt -Cheque	2021-12-21	1051	Genesis House - GR	107995052R...	2000-10 - Gran...	(500.00)	3,694.09	
Bill Pmt -Cheque	2021-12-21	1052	Neuberghal Heritage Foun...	883046971R...	2000-10 - Gran...	(2,000.00)	1,694.09	
Bill Pmt -Cheque	2021-12-21	1053	Blue Sky Opportunities GR	118829274R...	2000-10 - Gran...	(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							7,752.65	
Transfer	2021-11-08			Funds Transf...	1035-10 - 0020...	(1,200.00)	6,552.65	
Transfer	2022-01-10			Funds Transf...	1035-10 - 0020...	(500.00)	6,052.65	
Transfer	2022-01-10			Funds Transf...	1060-10 - 0020...	(34,285.00)	(28,232.35)	
Deposit	2021-11-17			Deposit	12000 - Undep...	250.00	(27,982.35)	
Cheque	2021-12-31			Service Charge	5010-00 - Ban...	(1.00)	(27,983.35)	
Bill Pmt -Cheque	2022-01-11		Community Foundation of C...	2022 CFC dues	20000 - Accou...	(462.36)	(28,445.71)	
Bill Pmt -Cheque	2022-01-11		Altona & District Chamber o...	Altona Cham...	20000 - Accou...	(57.75)	(28,503.46)	
Transfer	2022-01-11			Funds Transf...	1075-10 - Platf...	2,915.80	(25,587.66)	
Bill Pmt -Cheque	2021-12-22	Debit	Jennifer Derksen-V		20000 - Accou...	(72.02)	(25,659.68)	
Bill Pmt -Cheque	2021-12-14	Debit	Access Credit Union - V	New cheques	20000 - Accou...	(236.34)	(25,896.02)	
Bill Pmt -Cheque	2022-01-10	Debit	Jennifer Derksen-V		20000 - Accou...	(94.68)	(25,990.70)	
Bill Pmt -Cheque	2022-01-11	Debit	Golden West Broadcasting-V		20000 - Accou...	(1,755.60)	(27,746.30)	
General Journal	2021-12-10	191		TWF 2021 De...	4100-20 - Inter...	39,142.00	11,395.70	
General Journal	2021-12-10	191		TWF 2021 De...	4100-20 - Inter...	14,837.28	26,232.98	
Bill Pmt -Cheque	2021-12-20	1047	Homefield	Website build	20000 - Accou...	(1,573.95)	24,659.03	
Cheque	2021-12-29	1055	The Winnipeg Foundation - V	December 20...	1000-00 - Oper...	(19,898.65)	4,760.38	
Cheque	2021-12-29	1055	The Winnipeg Foundation - V	December 20...	1000-00 - Oper...	19,898.65	24,659.03	
Total 1000-00 - Operating Chequing Account (To record operating expenses) - Other							16,906.38	24,659.03
Total 1000-00 - Operating Chequing Account (To record operating expenses)							16,906.38	24,353.12
1080-10 - 00209 - Savings for Invest - RCF (Donations received for investing in the Rosenfeld Cemetery Fund)							1,294.35	
Total 1080-10 - 00209 - Savings for Invest - RCF (Donations received for investing in the Rosenfeld Cemetery Fund)							1,294.35	
1082-10 - 00210 - Interest Granting - RCF (Interest earned for distribution on the Rosenfeld Cemetery Fund)							(0.02)	
Total 1082-10 - 00210 - Interest Granting - RCF (Interest earned for distribution on the Rosenfeld Cemetery Fund)							(0.02)	
1085-10 - 00211 - Savings for Invest - KWMF (Donations held in savings for KWMF III Invested.)							1,002.64	
Total 1085-10 - 00211 - Savings for Invest - KWMF (Donations held in savings for KWMF III Invested.)							1,002.64	
1040-10 - YIP Savings (YIP Flow-through account)							692.13	
Transfer	2021-12-21			Funds Transf...	1000-01 - Che...	(500.00)	192.13	
Total 1040-10 - YIP Savings (YIP Flow-through account)							(500.00)	192.13
1060-10 - 00204 - Interest Granting - ACF (Interest received from investments and used to fund grants.)							68,309.23	
Transfer	2021-12-21			Funds Transf...	1000-01 - Che...	(4,000.00)	64,309.23	
Transfer	2022-01-10			Funds Transf...	1000-00 - Oper...	34,285.00	98,594.23	
Total 1060-10 - 00204 - Interest Granting - ACF (Interest received from investments and used to fund grants.)							30,285.00	98,594.23

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2022-01-10

Aooural Basis

Altona Community Foundation Inc.
General Ledger
As of 12 January 2022

Type	Date	Num	Name	Memo	Split	Amount	Balance	
1075-10 - Platinum Savings for Invest-ACF							203.95	
Deposit	2021-11-12			Deposit	12000 - Undep...	200.00	403.95	
Deposit	2021-12-31			Deposit	12000 - Undep...	28.95	432.90	
Deposit	2021-12-21			Deposit	-SPLIT-	325.00	757.90	
Deposit	2021-12-21			Deposit	-SPLIT-	2,028.95	2,786.85	
Deposit	2021-11-03			Deposit	-SPLIT-	128.95	2,915.80	
Transfer	2022-01-11			Funds Transf...	1000-00 - Oper...	(2,915.80)	0.00	
Total 1075-10 - Platinum Savings for Invest-ACF							(203.95)	0.00
1070-10 - 00208 - Savings for Invest-ACF (Donations recieved and held till Invested.)								707.13
Total 1070-10 - 00208 - Savings for Invest-ACF (Donations recieved and held till Invested.)								707.13
1035-10 - 00208 - Curtis Klassen Fund (Donations & Interest held to be granted in memory og Curtis Klassen)							(83.69)	
Transfer	2021-11-08			Funds Transf...	1000-00 - Oper...	1,200.00	1,116.31	
Deposit	2021-11-12			Deposit	-SPLIT-	3,515.00	4,631.31	
Deposit	2021-12-31			Deposit	12000 - Undep...	200.00	4,831.31	
Transfer	2022-01-10			Funds Transf...	1000-00 - Oper...	500.00	5,331.31	
Total 1035-10 - 00208 - Curtis Klassen Fund (Donations & Interest held to be granted in memory og Curtis Klassen)							5,415.00	5,331.31
1060-10 - 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
1062-10 - GIC - Non Redemable - RCF (Long term Investments for the Rosenfeld Cemetry Fund)								5,000.00
Total 1052-10 - GIC - Non Redemable - RCF (Long term Investments for the Rosenfeld Cemetry Fund)								5,000.00
1065-10 - GIC - Non Redemable - KWMF (Long term Investment for the Kendal Wiebe Memorial Fund)								11,806.24
Total 1055-10 - GIC - Non Redemable - KWMF (Long term Investment for the Kendal Wiebe Memorial Fund)								11,806.24
1090-10 - GIC - Menno H Friesen								31,058.00
TOTAL						88,967.43	1,787,863.88	

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10-01-22

Annual Basis

Altona Community Foundation Inc.

Profit & Loss

1 October 2021 through 10 January 2022

	1 Oct '21 - 10 Jan 22	1 Oct '20 - 10 Jan 21	\$ Change
Ordinary Income/Expense			
Income			
4100-23 - Interest on Investments - NHF (Neuberghal Heritage Foundation - R...	156.00	0.00	156.00
4100-22 - Interest on Investments - ASF (Ag Scholarship Fund - Revenue from...	2,043.00	0.00	2,043.00
4100-21 - Interest on Investments - BMC (Bergfeld Mennonite Church Fund - ...	2,043.00	0.00	2,043.00
4000-00 - Tax-Receipted Donations - ACF (Total eligible amount of gifts receiv...			
4000-03 - 24Hour Giving Challenge	29,005.00	34,427.00	-5,422.00
4000-00 - Tax-Receipted Donations - ACF (Total eligible amount of gifts reo...	9,011.85	3,698.68	5,313.17
Total 4000-00 - Tax-Receipted Donations - ACF (Total eligible amount of gifts r...	38,016.85	38,125.68	-108.83
4000-40 - Tax-receipted Donations - CKMF (Donations to the Curtis Klassen F...	3,915.00	2,134.00	1,781.00
4010-00 - Donation, Grants, Not Receipted (Amount received from other recipi...	515.00	500.00	15.00
4100-20 - Interest on Investments - ACF (Revenue from Investments in cash, s...	34,285.00	43,107.32	-8,822.32
4100-30 - Interest on Investment - RCF (Income earned on Investments for Ro...	0.00	0.50	-0.50
43700 - Other Income - not receipted (Amount of all other gifts which which a ...	14,837.28	41,385.51	-26,548.23
Total Income	95,911.13	125,253.01	-29,341.88
Gross Profit	95,911.13	125,253.01	-29,341.88
Expense			
6000-70 - Grants Paid - MF	0.00	1,522.00	-1,522.00
6000-00 - Advertising and Promotion (Advertising, marketing, graphic design,...	1,672.00	2,277.45	-605.45
6010-00 - Bank Service Charges - ACF (Bank account service fees, bad check ...	2.00	3.00	-1.00
6010-40 - Bank Service Charges - CKMF (Service charged on the Curtis Klass...	0.00	0.65	-0.65
6010-50 - Bank Service Charges - RCF (Bank Service charges on the Rosenfel...	0.00	0.65	-0.65
6010-80 - Bank Service Charges - KWWMF (Service fees from the Credit Union)	0.00	0.65	-0.65
6010-70 - Bank Service Charges - YIP	0.00	1.95	-1.95
6000-20 - Grants Paid - ACF (Program-related awards, grants, benefits, Individ...	43,846.00	29,885.00	13,961.00
6000-30 - Grants Paid - CKMF (Grants paid on behalf of Curtis Klassen Memor...	1,000.00	0.00	1,000.00
6070-00 - Meeting Expenses (Expenses related to board meetings, Lunoh etc.)	185.92	56.27	129.65
6080-00 - Membership Fees & Dues	517.36	0.00	517.36
6090-00 - Office Supplies (Office supplies expense)	259.74	0.00	259.74
6030-00 - Postage	0.00	57.04	-57.04
6120-00 - Salary / Contract Labour (Payroll expenses)	0.00	610.00	-610.00
6040-00 - Website Maintenance (Updates and redesign of Website)	2,998.00	0.00	2,998.00
Total Expense	50,481.02	34,414.66	16,066.36
Net Ordinary Income	45,430.11	90,838.35	-45,408.24
Net Income	45,430.11	90,838.35	-45,408.24

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10-01-22

Altona Community Foundation Inc.
A/P Aging Summary
As of 12 January 2022

	<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	700.00	0.00	3,600.00	4,300.00
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	7,400.00	0.00	0.00	7,400.00
Kiddle Sunshine Center GR	0.00	0.00	2,100.00	0.00	0.00	2,100.00
Municipality of Rhineland - GR	0.00	0.00	7,400.00	0.00	0.00	7,400.00
Neubergthal Heritage Foundation Inc. - GR	0.00	0.00	3,400.00	0.00	700.00	4,100.00
Parkside Parent Council	0.00	0.00	0.00	0.00	8,000.00	8,000.00
Pembina Valley Humane Society GR	0.00	0.00	500.00	0.00	0.00	500.00
Regional Connections	0.00	0.00	14,720.00	0.00	0.00	14,720.00
Rhineland Care Inc. - GR	0.00	0.00	0.00	0.00	0.00	0.00
South Central Regional Library - GR	0.00	0.00	8,000.00	0.00	0.00	8,000.00
The Station, Youth For Christ - GR	0.00	0.00	0.00	0.00	15,000.00	15,000.00
Town of Altona GR	0.00	0.00	0.00	0.00	3,850.00	3,850.00
TOTAL	<u>0.00</u>	<u>0.00</u>	<u>44,220.00</u>	<u>0.00</u>	<u>31,150.00</u>	<u>75,370.00</u>