

Mirror and District Museum Association

**Box 246
Mirror, AB T0B 3C0**

October 30, 2019

Michael Minchin, Manager Corporate Services
Lacombe County
RR #3
Lacombe, AB T4L 2N3

Dear Michael and County Council:

Enclosed please find the application from the Mirror and District Museum for 2020 operational funding support.

We are extremely grateful for the past financial support from Lacombe County as we endeavor to meet the challenges of creating and maintaining an institution that preserves and promotes the rich history and heritage of this area, while remaining relevant to the present day consumer.

The generous support of the Lacombe County Council in assisting us to meet operational targets is invaluable.

Thank you.

Yours truly,

Section 17(1), FOIPP Act

Rod Wyley, Vice President
Mirror and District Museum Association
and

Section 17(1), FOIPP Act

Ferne Gudnason, Secretary/Treasurer
Mirror and District Museum Association
(403) 391-6086
tazara@xplornet.com

Policy RC(10)
Operating Support of Historical, Cultural, Tourism
and Visitor Information Facilities and Services
Application Form

Organization Information:

2020

Organization Name	Mirror and District Museum Association
Facility or Services Name	
Mailing Address	Box 246, Mirror, AB T0B 3C0
Contact Person Name	Ferne Gudnason
Phone Number	(403) 391-6086
Fax Number	-
E-mail Address	tazara@xplornet.com

Amount of Funding Requested: 17,700.00

1. Describe how your organization preserves and promotes the history and heritage of our area and/or promotes tourism and provides visitors with information regarding area attractions, lodging, maps and other items relevant to tourism.

See attached.

2. If your organization operates a museum or other historical or cultural facility do you have membership in the Alberta Museums Association, the Historical Society of Alberta or the Archives Society of Alberta.

Yes

No

3. If your organization provides local or regional Visitor Information Centre services are you registered with the Alberta Visitor Information Providers program?

Yes

No

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4. Does your organization have a mandate to promote tourism initiatives and tourism operators within the County, and if so, describe how you pursue and accomplish this mandate?

The Museum provides tourist information, brochures and maps of regional area attractions to visitors, as well as additional information to individuals inquiring about food, lodging, shopping, historical sites, etc.

5. Identify the financial and in-kind support provided to your organization by other municipalities.

None

6. Please attach copies of your organization's previous year financial statements and upcoming year operating budget.

Thank you.

Application Deadline is October 31st of each year

Thank you!

2

Mirror and District Museum Association

(Submitted Oct. 2019)

Describe how your organization preserves and promotes the history and heritage of our area and/or promotes tourism and provides visitors with information regarding area attractions, lodging, maps and other items relevant to tourism.

The Mirror and District Museum's mandate and focus is in transition as we move from merely collecting objects to inviting our community to share in our heritage and history as we conserve, research, communicate and exhibit items of historical significance related to Mirror and the surrounding district within Lacombe County.

We strive to communicate with the public by offering informative, interactive programs and displays that tell the fascinating and meaningful stories of this community.

Our Museum Association's Bylaws (Societies Act) were formally updated in May 2018:

- To provide a public amenity and advance education by establishing and maintaining a historical museum and related artifacts for the public; and*
- To protect and preserve significant heritage sites by restoring, developing and maintaining St. Monica's Anglican Church, in Mirror, Alberta with a view to commemorating the site and educating the public about it;*
- To undertake activities ancillary and incidental to the aforementioned charitable purposes.*

The Mirror and District Museum Association is proud to have achieved the "Recognized Museum" designation by the Alberta Museums Association. As well, we are registered under the Societies Act in Alberta.

The Museum owns their buildings and the three parcels of land occupied by: the **Museum Building**, the **CN Railway Caboose/ Boxcar outdoor display area**, **St. Monica's Historic Church and Cemetery** (built in 1895) and the **old schoolhouse** (located beside the Church).

Within the main Museum Building is the Reading/Research Room for those researching family history and other local historical facts. The Room's feature attractions include local area genealogies and the archival collection of over 1,000 original photos compiled by the Lamerton Historical Society and donated to the museum.

Our members/volunteers continue working towards the final completion of the Museum's major restoration project of the historic St. Monica's Anglican Church which was built in 1895. The church was recognized as a heritage site on Jan. 14, 2010 under the Historical Resources Act (Municipal Historic Designation). The church and its 100 year old cemetery will prove to be a significant tourist attraction as one of the province's few remaining churches with original log construction.

Facilities Owned by the Mirror & District Museum Assoc.

The Museum owns their buildings and the village lots occupied by the **Museum Building**, the **CN Railway Caboose/ Boxcar outdoor display area**, **St. Monica's Historic Church and Cemetery** (built in 1895) and the **old schoolhouse** (located beside the Church).

- The Museum building was built with the help of volunteers and opened in 1985 (Block 9, Lots 19, 20, 21, 22, 23, 24, 25 and 26).
- The Caboose/ Boxcar outdoor display is situated on the Museum's lots across the street (Block 18, Lots 28 though 32).
- St. Monica's historic Anglican Church was built in 1895 (17 years prior to the existence of the townsite of Mirror). The Church, cemetery and old school house are on a separate set of lots a few blocks away from the main Museum building (Block 50, Lot 26 consisting of .5 acres).

MIRROR AND DISTRICT MUSEUM ASSOCIATION

Income Statement

For the year (01/01/2018) to (31/12/2018)

Revenue

Grants from Applications	\$	2,205
Casino Revenue	\$	1,987
Cash Donations	\$	450
Interest Revenue	\$	104
Total Revenue	\$	<u>4,746</u>

Expenses

Project Expenses

Museum Exhibit Fixtures	\$	341
Caboose and Box Car Restoration	\$	-
Event Expenses	\$	141

Operating Expenses

Salaries & Wages	\$	8,639
Advertising & Promotions	\$	229
Amortization Expense	\$	-
Business Licenses	\$	25
Cost of Fundraising	\$	2,340
Professional Fees	\$	1,000
Memberships	\$	150
Donations	\$	200
Insurance	\$	1,363
Interest & Bank Charges	\$	60
Office Supplies	\$	736
Repair & Maintenance	\$	530
Telephone	\$	1,044
Travel Expenses	\$	-
Utilities	\$	3,266

Total Expenses **\$ 20,063**

Net Income **-\$ 15,317**

This financial statement has been reviewed and approved by:

<p><u>Ferne M Budnason-Ferne M Budnason</u> Printed name and signature</p> <p><u>Secretary/Treas.</u> Position</p> <p><u>April 15, 2019</u> Date</p>	<p><u>Pod Wylie</u> Printed name and signature</p> <p><u>Vice-President</u> Position</p> <p><u>April 15, 2019</u> Date</p>
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MIRROR AND DISTRICT MUSEUM ASSOCIATION

Balance Sheet

For the year (01/01/2018) to (31/12/2018)

ASSETS

Current Assets

Petty Cash		300
Savings Bank Account (GIC)	\$	5,000
Chequing Bank Account	\$	51,086
Casino Account	\$	10,486

Total Cash \$ 66,873

Accounts Receivable	\$	-
Payroll Advances	\$	-

Total Receivable \$ -

Total Current Assets \$ 66,873

Capital Assets

Office Furniture & Equipment	\$	1,996
Accum. Amort. -Furn&Equip	-\$	553

Net-Furniture&Equipment \$ 1,443

Computer Equipment	\$	1,223
A/A-Computer Equipment	-\$	464

Net-Computers \$ 760

Total Capital Assets \$ 2,202

TOTAL ASSETS \$ 69,075

LIABILITIES

Current Liabilities

Accrued Liabilities		\$ 1,000
GST Paid on Purchases	-\$	969
GST Owing (Refund)	-\$	969

Total Current Liabilities \$ 31

TOTAL LIABILITIES \$ 31

EQUITY

Fund Capital

Operating Fund		23268
Reserve Fund	\$	61,093

Total Fund Capital \$ 84,361

Retained Earnings

Retained Earnings-Previous Year	\$	-
Current Earnings	-\$	15,317

Total Retained Earnings -\$ 15,317

TOTAL EQUITY \$ 69,044

LIABILITIES AND EQUITY \$ 69,075

Ferise M Anderson

April 15, 2019

Paul Wylie
April 15, 2019

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Mirror & Dist. Museum Assoc. 2020 Application to Lacombe County Operating Grant (Oct. 31/19)

	Last Years Application BUDGET for 2019	Actual to Date 2019 Jan 1 to Sept 30, 2019	Proposed BUDGET for 2020
REVENUE			
Grants applied for - Lacombe County	\$ 19,000.00	\$ 19,000.00	\$ 17,700.00
Casino Revenue (next Casino 2022)	\$ -	\$ 22,747.30	\$ -
Cash Donations/Misc Rev.	\$ 250.00	\$ 45.00	\$ 250.00
Interest Revenue	\$ 175.00	\$ 90.00	\$ 175.00
TOTAL REVENUE	\$ 19,425.00	\$ 41,882.30	\$ 18,125.00
EXPENSES			
Payroll Expense			
Wages Exp.(2 students x 3 mo ea&bookkeep.)	\$ 13,145.00	\$ 11,442.59	\$ 17,526.00
Total Payroll Expense	\$ 13,145.00	\$ 11,442.59	\$ 17,526.00
General and Other Expenses			
Audit and Legal	\$ 1,000.00	\$ -	\$ 700.00
Advertising Promotions Marketing	\$ 1,000.00	\$ 150.00	\$ 1,000.00
Memberships (AMA, CARMN etc)	\$ 400.00	\$ 50.00	\$ 400.00
Donations Outbound	\$ 400.00	\$ 100.00	\$ 400.00
Business Fees and Licenses	\$ 100.00	\$ -	\$ 50.00
Cash Short/Over	\$ -	\$ -	\$ -
Amortization Expense	\$ 400.00	\$ -	\$ -
Insurance	\$ 1,600.00	\$ -	\$ 1,400.00
Interest and Bank Charges	\$ 75.00	\$ 46.00	\$ 75.00
Office and Archival Supplies	\$ 1,700.00	\$ 614.90	\$ 1,700.00
Computer and Software	\$ 1,400.00	\$ 12,223.42	\$ 1,400.00
Exhibit Supplies	\$ 1,900.00	\$ 5,159.00	\$ 1,900.00
Reimbursement Expenses	\$ -	\$ -	\$ -
Signage / Historic Plaques	\$ 1,100.00	\$ -	\$ 1,100.00
Cost of Casino Advisor	\$ -	\$ -	\$ -
Casino Meals	\$ -	\$ -	\$ -
Programming&Community Events	\$ 2,000.00	\$ 165.26	\$ 2,000.00
Maint/Restoration-Historic Church/Cemetery	\$ 1,700.00	\$ 195.74	\$ 2,125.00
Maint/Repair - Museum Building	\$ 1,500.00	\$ 180.25	\$ 1,500.00
Maint/Repair - Caboose/Boxcar	\$ 900.00	\$ 652.38	\$ 900.00
Maint/Repair - Old School	\$ 1,750.00	\$ -	\$ 550.00
Telephone and Internet	\$ 1,100.00	\$ 773.91	\$ 1,100.00
Travel Mileage	\$ 590.00	\$ 176.00	\$ 590.00
Utilities	\$ 3,510.00	\$ 2,553.16	\$ 3,510.00
TOTAL EXPENSES	\$ 37,270.00	\$ 3,503.07	\$ 19,850.00
NET INCOME	-17845.00	38377.00	-1725.00

6