

7. Correspondence Received from PCBF Member

Email correspondence sent to Richard Allen following the annual Christmas dinner organized by the Pittsburgh Community was read and discussed at the Board meeting. Chair Cooper provided the background behind the funding of the event for the new Directors: Members supported this mandate at the 2010 Annual General Meeting by voting to support the Pittsburgh and Joyceville Women's Institutes dinners along with the Kingston Sheep Dog Trials and the Barriefield Rock Gardens by guaranteeing their respective grants for period of ten years; the funding commitment will run out in 2020. It is a tradition that is well attended and is an opportunity for the Fund to support the people who built this community. Jean Cooper read a proposed draft letter of response which received Board approval to send.

8. Preparations for Annual General Meeting (AGM) - Wednesday April 27, 2016

- The Board discussed options for the location of the AMG. Jean Cooper to investigate and report back to next meeting.
- Draft Nomination and Proxy forms were approved with Chair Cooper's address as the new drop off location.

9. Reports

9.1 Chair - Jean Cooper

Correspondence was received from City of Kingston regarding the legislated requirement to report remuneration for Councillors was received. Neither Councillor receives any payment for their participation on the Board of Directors of the Pittsburgh Community Benefit Fund. Chair Cooper to forward response to the City.

9.2 Secretary – Darlene Greenlees

Nothing to report

9.3 Treasurer - Colleen Emmerson

2015 financial documents have been forwarded to KPMG for the annual audit.

Moved (Amanda Milliken)/Seconded (Colin Youngman)/CARRIED

That the following invoices be approved for payment:

Kingston On-Line Services for website hosting	\$67.80
Dawn Ellis-Thornton for administrative services, Nov to Jan	\$495.00

Resolution 2016/03

9.4 Investment Committee – Colin Youngman

Despite volatile financial markets, the Fund improved by 5.7% last fiscal.

9.5 **Projects Chair – Jeff McEwen**

Deadline for project applications is January 29, 2016; several have been received to date.

9.6 **Scholarship Committee – Darlene Greenlees**

Deadline for 2016 applications is May 1, 2016. Guidance counselors will be contacted and reminded to bring the application to the attention of students who are pursuing the Trades.

9.7 **Grass Creek Park**

An email request to attend the January Meeting was received from Neil Unsworth, City of Kingston to discuss the \$500,000 commitment made by the PCBF Members at the 2010 Annual General Meeting, as it was erroneously believed that the financial commitment expired at the end of 2016. After a lengthy discussion, it was agreed that Chair Cooper would extend an invitation to Mr. Unsworth to attend an upcoming Board meeting after the finalization of the Waterfront Master Plan, with Richard Allen following up after the invitation was extended.

10. **New Business**

10.1 **Nominations Committee:**

Jean Cooper, Rhonda Evans (Doyle), Darlene Greenlees and Colin Youngman will sit on the 2016 Nominations Committee.

11. **Next Meeting** will be scheduled for Monday, February 22, 7 pm at the Holy Name School gym. The Projects Committee will meet to review and discuss grant applications prior to the next Board meeting.

12. **Meeting Conclusion**

The meeting concluded at 8:12 p.m.

Jean Cooper – Chair

Dawn Ellis-Thornton, Recording