

PITTSBURGH COMMUNITY BENEFIT FUND

**Minutes from the Board of Director's Meeting
March 21, 2016**

Present:

Jean Cooper, Chair	Amanda Milliken, Vice Chair
Colleen Emmerson, Treasurer	Darlene Greenlees, Secretary
Rhonda Evans (Doyle)	Jeff McEwen
Colin Youngman	Richard Allen, Councillor
Ryan Boehme, Councillor	

Regrets: Richard Moller

1. Call to Order

The regular meeting of the Pittsburgh Community Benefit Fund Board of Directors was called to order at 7:05 pm on Monday, March 21, 2016 at Holy Name Catholic School, by Chair Jean Cooper.

2. Proof of Notice

Notice was provided to Directors per the Bylaws.

3. Pecuniary Interests/Conflict of Interest

None reported.

4. Approval of Agenda

Moved (Colleen Emmerson) /Seconded (Darlene Greenlees) /CARRIED
That the agenda be approved as amended.

Resolution 2016/11

5. Approval of Minutes

Moved (Rhonda Evans (Doyle)) /Seconded (Darlene Greenlees) /CARRIED

That the minutes of the Board meeting of February 22, 2016 be approved.

Resolution 2016/12

6. Business Arising From Minutes

Chair Cooper provided an update on the procurement process for the new website design and development. The new site has all relevant information for the Annual General Meeting and will be fully operational by the end of March.

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

- Despite efforts, the Nominations Committee was only able to secure two nominations for the Board: Amanda Milliken and Rodger Compton.

- The Board reviewed and approved the final draft of the 2016 annual report.

8. Reports

8.1 Chair - Jean Cooper

Nothing to report.

8.2 Secretary – Darlene Greenlees

Nothing to report.

8.3 Treasurer - Colleen Emmerson

Moved (Colleen Emmerson)/Seconded (Rhonda Evans (Doyle) /CARRIED
That the following invoice be approved for payment:

Dawn Ellis-Thornton for administrative services \$540.00

Resolution 2016/13

Payments for all approved projects were also authorized as executed funding contracts have been received.

8.4 Investment Committee – Colin Youngman

8.5 Projects Chair – Jeff McEwen

Nothing to report.

8.6 Scholarship Committee – Darlene Greenlees

Darlene Greenlees has been appointed Chair of the Scholarship Committee.

8.7 Grass Creek Park

Richard Allen provided a brief update on his activities regarding upgrades to Grass Creek Park. There will be a meeting at City Council tomorrow night.

9. New Business

Moved (Jean Cooper)/Seconded (Richard Allen)/CARRIED

That the Board extends their sincere condolences to Amanda Milliken and Dawn Ellis-Thornton and their respective families on the recent passing of their Mothers.

10. Next Meeting will be scheduled after the Annual General Meeting.

Jean Cooper – Chair