

PITTSBURGH COMMUNITY BENEFIT FUND

**Minutes from the Board of Director's Meeting
March 6, 2017**

Present:

Jean Cooper, Chair	Amanda Milliken, Vice Chair
Colleen Emmerson, Treasurer	Darlene Greenlees, Secretary
Rodger Compton	Rhonda Evans (Doyle)
Luke McEachnie	Jeff McEwen
Ryan Boehme, Councillor	Dawn Ellis-Thornton (recorder)

Regrets: None

Guests:

Rebecca Prophet
Darrell Townsend

1. Call to Order

The regular meeting of the Pittsburgh Community Benefit Fund Board of Directors was called to order at 7:30 pm on Tuesday, March 6, 2017 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. Draft Financial Statements

Rebecca Prophet, auditor from KPMG, presented the 2016 draft financial statements and reported that it was a clean, straight forward audit with no real changes, nothing to report about mis-statements and no risks identified. The Financial Statements will be finalized and Rebecca will attend the Annual General Meeting to present.

Moved (Darlene Greenlees)/Seconded (Ryan Boehme)/CARRIED

That the Board approve the 2016 Financial Statements as presented.

Resolution 2017/07

5. Approval of Agenda

Moved (Colleen Emmerson)/Seconded (Darlene Greenlees)/CARRIED

That the agenda be approved as distributed.

Resolution 2017/08

6. Approval of Minutes

Moved (Colleen Emmerson)/Seconded (Luke McEachnie)/CARRIED

That the minutes of the Board meeting of February 21, 2017 be approved.

Resolution 2017/09

7. Business Arising From Minutes

None

8. **Preparations for Annual General Meeting (AGM) - Wednesday April 26, 2017**
- Ecole Sir John A Macdonald School has been approached to serve as venue for the AGM
 - The draft annual report was distributed for review, comment and approval
 - The Board discussed the declining attendance at the AGM and potential ways of increasing awareness

Moved (Colleen Emmerson)/Seconded (Darlene Greenless)/CARRIED

That the Board approve up to \$5,000 for the printing and distribution of the annual report.

Resolution 2017/10

9. **Projects**

Jeff McEwen, Projects Chair, provided a summary of the Project Committee's recommendations:

Joyceville Public School - The Projects Committee recommended awarding up to \$40,000 for playground rejuvenation on the condition that the school submits a second quote for the work.

Moved to Approve Darlene Greenlees/Seconded Amanda Milliken CARRIED

Resolution 2017/11

1st Joyceville Scouts -: The Projects Committee recommended awarding \$6,000 to support transportation costs to the Canadian Jamboree 2017.

Moved to Approve Darlene Greenlees/Seconded Amanda Milliken CARRIED

Resolution 2017/11

Kingston Sheep Dog Trials -The Projects Committee recommended awarding the additional \$3,200 for the transportation of sheep due to increased costs. Amanda Milliken declared a conflict of interest and did not vote on this item.

Moved to Approve Luke McEachnie/Seconded Colleen Emmerson CARRIED

Resolution 2017/12

LaSalle Secondary Interact Volunteer Trip to Nicaragua - The Projects Committee recommended awarding \$5,400 towards student transportation costs.

Moved to Approve Colleen Emmerson/Seconded Rhonda Evans (Doyle) CARRIED

Resolution 2017/13

LaSalle Secondary School - The Projects Committee recommended awarding \$20,000 for the Makerspace Design Studio.

Moved to Approve Jeff McEwen/Seconded Rodger Compton CARRIED

Resolution 2017/14

St Barnaby's Cemetery Restoration - The Projects Committee recommended to decline the request as the Board does not feel it is appropriate to support the costs for individual family plots. Jeff McEwen to contact the organizers and advise of the decision.

Ecole Sir John A Macdonald School - The Projects Committee recommended awarding \$7,500 for the Makerspace S.T.E.A.M.

Moved to Approve Ryan Boehme/Seconded Rodger Compton CARRIED

Resolution 2017/15

Village of Barriefield Dry Stone Festival - The Projects Committee recommended awarding \$5,000 towards the Dry Stone Festival at St Marks Church

Moved to Approve Darlene Greenlees/Rhonda Evans (Doyle) CARRIED

Resolution 2017/16

St Martha's Catholic School - The Projects Committee recommended awarding \$13,000 for painting of outdoor pavement area and extending the learning commons areas at the school to support the growing community use.

Moved to Approve Ryan Boehme/Seconded Jeff McEwen CARRIED

Resolution 2017/17

10. Reports

10.1 Chair - Jean Cooper
Nothing new to report.

10.2 Secretary – Darlene Greenlees
Nothing new to report

10.3 Treasurer - Colleen Emmerson

Moved (Ryan Boehme)/Seconded (Amanda Milliken)/CARRIED
That the following invoice be approved for payment:

Dawn Ellis-Thornton for administrative services \$390.00

Resolution 2017/18

10.4 Investment Committee – Jeff McEwen
The next Investment Committee meeting is scheduled for March 22, 2017, 6 pm at CIBC Wood Gundy Office at the Royal Block.

10.5 Projects Chair – Jeff McEwen
Nothing additional to report.

10.6 Scholarship Committee – Darlene Greenlees
The deadline for scholarship applications is May 5th.

10.7 Grass Creek Park
Nothing to report

11. New Business

There was no new business.

12. Next Meeting will be scheduled after the Annual General Meeting unless an earlier meeting is required.

13. Meeting Conclusion

The meeting concluded at 8:08 p.m.

Jean Cooper – Chair

Dawn Ellis-Thornton, Recording