

**PITTSBURGH COMMUNITY BENEFIT FUND**

**Minutes from the Board of Director's Meeting  
May 26, 2014**

**Present:**

Jean Cooper, Chair	Darlene Greenlees, Secretary
Amanda Milliken, Vice Chair	John Uliana, Treasurer
Jeff McEwen	Gary Shultz
Colin Youngman	Dawn Ellis-Thornton (recorder)

**Absent:**

Joyce MacLeod-Kane	Richard Moller
Brian Reitzel, Councillor	Jeff Scott, Councillor

**Guest:**

200th Anniversary Organization:	Barbara Carr, David Craig, Christine Sypnowich
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**1. Call to Order**

The regular meeting of the Pittsburgh Community Benefit Fund Board of Directors was called to order at 7:08 pm on Monday May 26, 2014 at the Pittsburgh Township Library, by Chair Jean Cooper. The Chair welcomed the guests to the meeting.

**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( Gary Shultz )/Seconded ( Amanda Milliken )/CARRIED**  
**That** the agenda be approved as distributed.

**Resolution 2014/21**

**5. Presentation: Celebration of Barriefield 200th Anniversary, June 7, 2014**

Barb Carr made a funding presentation on behalf of the Barriefield group; the application for tent rentals is 50% less than their original application that was previously declined by the Board. The group reviewed the other grants that they received for this community event, unexpected costs and detailed the schedule of planned activities. The Board thanked the Barriefield group for their presentation and advised that they will discuss this request further and will advise of their decision following tonight's meeting.

**6. Projects:**

a. **Barriefield 200th Anniversary:** After a brief discussion on the request made by the organizing group, it was agreed that while the application should have been made earlier, the community event is one that should be supported.

**Moved( Amanda Milliken )/Seconded ( Gary Shultz )/CARRIED**

**That**, without precedence, the Board support this project due to the significance of the anniversary of the former Pittsburg Township, in the amount of \$2,000.

**Resolution 2014/22**

b. **Boy Scouts:** A letter of request was received for donations to their annual fundraising event. It was agreed that the request was not for a specific project as their were no details on how the money would be used.

**Moved( Colin Youngman )/Seconded ( Darlene Greenlees )/CARRIED**

**That** the request be declined as it does not meet the criteria established for projects.

**Resolution 2014/23**

c. **St John's Presbyterian Church - Interior Painting:** As requested by the Board at the February 17, 2014 meeting, an additional quote was obtained and presented. The revised quote of \$25,170 is less than the first quote in the original application. The Motion to fund has already been approved (Resolution 2014/10).

**Moved( John Uliana )/Seconded ( Amanda Milliken )/CARRIED**

**That** the Interior Painting project be approved at the lower amount.

**Resolution 2014/24**

d. **Talking About Mental Illness:** The group has requested that the payee on the cheque be changed to the Canadian Mental Health Association for auditing purposes. It was agreed that the replacement cheque be issued after the original one is returned by the organization. Dawn Ellis-Thornton to contact TAMI group.

7. **Approval of Minutes**

**Moved ( Colin Youngman )/Seconded ( Jeff McEwen )/CARRIED**

**That** the minutes of the Board meeting of March 10, 2014 be approved.

**Resolution 2014/25**

**Moved ( Gary Shultz )/Seconded ( Darlene Greenlees )/CARRIED**

**That** the minutes of the Board meeting of April 23, 2014 be adopted

**Resolution 2014/26**

**Moved ( Jeff McEwen)/Seconded ( Amanda Milliken )/CARRIED**

**That** the minutes of the Annual General Meeting (AGM) of April 23, 2014 be adopted for approval by Members at 2015 AGM.

**Resolution 2014/27**

The Board discussed the audited financial reports and associated costs. Two Board members offered to obtain quotes from their respective accountants for comparison, and John Uliana suggested that a Request for Quotes be issued in the Fall, prior to the next Annual General Meeting.

8. **Business Arising From Minutes**

There was no business arising.

9. **Reports**

9.1 **Chair – Jean Cooper**

The Chair had nothing new to report.

9.2 **Secretary – Darlene Greenlees**

The Secretary reported that the following invoices were received by mail, and the Board elected to address all invoices at this time.

**Moved( Amanda Milliken )/Seconded ( Jean Cooper )/CARRIED**

**That** the following invoices be approved for payment:

**Resolution 2014/28**

DigiGraphics, mailing costs for AGM	\$113.00
Dawn Ellis-Thornton, Administrative services	\$300.00
Cunningham Swan, legal fees	\$1024.12

In order to facilitate the collection of Board mail, Darlene Greenlees will investigate the transfer from the Joyceville Post Office to the one in the pharmacy across from LaSalle Secondary.

9.3 **Treasurer - John Uliana**

The Treasurer advised that he will resume the practice of issuing hand-written cheques as opposed to using a software program.

9.4 **Investment Committee – Colin Youngman**

Colin Youngman has been appointed Chair of the Investment Committee; other Committee members include John Uliana, Jeff McEwen, Richard Moller and Jean Cooper. Colin Youngman will contact Marc Leblanc to discuss the date for the next meeting.

9.5 **Projects Chair – Gary Shultz**

This item was previously addressed

9.6 **Scholarship Committee – Darlene Greenlees**

The Scholarship Chair reported that the Committee met, reviewed all 42 applications and recommended the following fifteen nominees be approved for the 2014 Scholarship Award:

Braelyn Amodeo  
Megan Burgess  
Jesse Graham  
Samantha Johnston  
Devon Labrie  
Abigail McFie  
Wesley Penney  
Shawna Stewart

Sarah Beech  
Sara Edgar  
Tanner Graham  
Madeline King  
Danielle Long  
Thomas Pierson  
Jenn Smallengenge

The Scholarship Committee recommended increasing the award to \$1,500 this year to help with the rising costs for students.

**Moved( Jeff McEwen ) /Seconded ( Amanda Milliken )/CARRIED**  
**That** the scholarship award be increased to \$1500 per scholarship for 2014.

**Resolution 2014/29**

The Scholarship Committee also recommended that the application process and criteria needs to be reviewed and consideration given to having separate categories to facilitate students who are pursuing post secondary education in either the academic or the trades. The Scholarship Committee has been requested to bring something back to the next meeting for review.

**9.7 Grass Creek Park**

There has been no further communication from the City of Kingston regarding Grass Creek Park.

**10. New Business**

There was no New Business

**11. Next Meeting** will be scheduled for Monday, October 20, 2014, or at the call of the Chair.

**12. Meeting Conclusion**

The meeting be closed at 8:23 p.m.

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Darlene Greenlees – Secretary

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Jean Cooper – Chair