

PITTSBURGH COMMUNITY BENEFIT FUND

**Minutes from the Board of Director's Meeting
October 17, 2016**

Present:

Jean Cooper, Chair	Amanda Milliken, Vice Chair
Rodger Compton	Rhonda Evans (Doyle)
Luke McEachnie	Jeff McEwen
Richard Allen, Councillor	Ryan Boehme, Councillor
Dawn Ellis-Thornton (recorder)	

Regrets:

Colleen Emmerson, Treasurer	Darlene Greenlees, Secretary
Colin Youngman	

Guests:

Derek Bayliss, owner of Kingston East newspaper and website

1. As a quorum had not been reached by 7:05 pm, Derek Bayliss started his presentation to the PCBF Board on Kingston's Crossing, which is his preferred name for the Third Crossing. As part of the presentation, backing from the PCBF was requested in the form of a letter and financial support through paid advertisement, prior to the final report being submitted to City Council in May of 2017. The Board responded that this was the first meeting since the summer recess so there has not been any opportunity to discuss this yet. The Board thanked Mr. Bayliss for his presentation.

Luke McEachnie, Jeff McEwen and Richard Allen arrived during the presentation, fulfilling quorum for the meeting.

2. The Board also discussed communication options that would be available through the Kingston East newspaper and website. It is apparent that the newer members of the former Pittsburgh Township nor the community are not aware of the Fund, its purpose or how the Board comes to decisions on funding grant applications. The newspaper is published the third week of every month, and a regular column by the PCFB was considered. Mr Bayliss offered to discuss this column with the staff at the Journalism Program and Queen's to see if they would be interested in taking the writing of the column on as a project.
3. **Call to Order**

The regular meeting of the Pittsburgh Community Benefit Fund Board of Directors was called to order at 8:23 pm on Monday October 17, 2016 at Holy Name Catholic School, by Chair Jean Cooper.
4. **Proof of Notice**
Notice was provided to Directors per the Bylaws.

5. **Pecuniary Interests/Conflict of Interest**

None reported.

6. **Approval of Agenda**

Moved (Ryan Boehme)/Seconded (Rodger Compton)/CARRIED

That the agenda be approved as amended.

Resolution 2016/21

7. **Discussion on Kingston East Presentation.**

The Board discussed three elements of the presentation: does the PCBF support the Third Crossing, should the Fund participate in the advertising campaign and should the PCBF provide financial support to the advertising campaign. As the Board of Directors were elected to make decisions on behalf of the Fund, it was agreed that the Directors could make a motion to either support or not support the Third Crossing. Ryan Boehme and Richard Allen abstained from these discussions due to their roles as City Councilors.

Moved (Luke McEachnie)/Seconded (Jeff McEwen)/CARRIED

That the PCBF Board supports construction of the Third Crossing.

Resolution 2016/22

Discussion on committing any financial resources for the advertising campaign will be deferred until further information is received from Derek Bayliss. The Board also discussed communications through the Kingston East newspaper and it was agreed that no decision on paid advertisement would be made until ad rates were known. The Board should pursue submitting press releases for free publicity, but as the circulation for the newspaper currently ends at the 401, it cannot be used to replace the Annual Report or other mandated communications with Members.

8. **Approval of Minutes**

Moved (Rhonda Evans (Doyle))/Seconded (Luke McEachnie)/CARRIED

That the minutes of the Board meeting of May 16, 2016 be approved.

Resolution 2016/23

9. **Business Arising From Minutes**

There was no business arising from the Minutes.

10. **2017 Scholarship applications.**

Discussion to be tabled to a future meeting.

11. **Reports**

11.1 Chair - Jean Cooper

Thank you to the City of Kingston and Amanda Milliken for providing tickets to Kingston Sheep Dog Trials. This is a showcase event for the area.

12.2 **Secretary –**

1. Email from Public Library re: Replacement of HVAC system in roof. The group will be directed to submit a project request; Dawn Ellis-Thornton to provide application as soon as they are available.
2. Complaint registered from an unsuccessful scholarship applicant; this has been responded to.

12.3 **Treasurer - Colleen Emmerson**

Moved (Amanda Milliken)/Seconded (Richard Allen)/CARRIED

That the following invoices be approved for payment:

Digigraphics - printing of annual report	\$1578.89
Dawn Ellis-Thornton for administrative services,	\$495.00

Resolution 2016/24

12.4 **Investment Committee – Colin Youngman**

There have been no changes to the investments.

12.5 **Projects Chair – Jeff McEwen**

Follow-up was requested on one of the approved projects.

12.6 **Scholarship Committee – Darlene Greenlees**

Nothing to report.

12.7 **Grass Creek Park**

The City is building a new set-up pen for the Sheep Dog Trials, and feedback from the summer supports the upgrades to the washrooms. Both the former Meadowcrest and Madoma Schools have been demolished, allowing for park land improvements – both should be open by FY 2017/18.

13. **New Business**

No new business.

14. **Next Meeting** will be scheduled for Monday, November 21, 7 pm at Holy Name School.

15. **Meeting Conclusion**

The meeting concluded at 9:05 p.m.

Jean Cooper – Chair

Dawn Ellis-Thornton, Recording