

PITTSBURGH COMMUNITY BENEFIT FUND

**Minutes from the Board of Director's Meeting
OCTOBER 18, 2010**

Present:

John Wilson	George Sutherland
Savas Kekkas	Leonore Foster
Peter Dunnett	Gary Shultz
Dave Campbell	Dawn Ellis-Thornton (recorder)

Regrets:

Richard Moller	Dan Hrechka
Jean Cooper	Joyce MacLeod-Kane

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, October 18, 2010 at the Pittsburgh Township Library, by Chair John Wilson.

2. Proof of Notice

Provided

3. Pecuniary Interests/Conflict of Interest

None reported

4. Approval of Agenda

Resolution 2010/59

Moved by: George Sutherland
Seconded by: Savas Kekkas
That the agenda be approved as distributed.

CARRIED

5. Approval of Minutes - Monday September 20, 2010

Moved by: Peter Dunnett
Seconded by: Savas Kekkas
That the minutes be adopted as written.

Resolution 2010/60

CARRIED

Approval of In Camera Minutes - Monday September 20, 2010

Moved by: George Sutherland
Seconded by: Peter Dunnett
That the minutes be adopted as written.

Resolution 2010/61

CARRIED

6. Business Arising From Minutes

6.1 Treasurer Report Update

Issues have been resolved with the former Treasurer and all TD Bank statements have been received. The accounting software package, Quickbooks Simply Accounting, has been transferred to the current Treasurer.

6.2 Short Term Standing Authorities

Chair John Wilson read the following motion on behalf of Richard Moller

Whereas Section 19 of the By-laws empowers the Board to authorize expenditures on behalf of the Corporation,

And Whereas Section 21 of the By-laws establishes the Officers of the Corporation,
Be it resolved that the Board authorizes the following spending authorities:

- The President may authorize payment of any single, non-recurring expenditure not in excess of \$200, and
- The Executive may, with at least three votes, authorize payment of any single, non-recurring expenditure not in excess of \$1,000.

Be it further resolved that all expenditures authorized under these authorities shall be reported to the Board at its next meeting.

Moved by: Dave Campbell

Resolution 2010/62

Seconded by: Gary Shultz

CARRIED UNANIMOUS

Per the By-laws, these authorities will expire at the 2011 Annual General Meeting. Expenditures will be reported and recorded at the regular Board meetings

7. Reports

7.1 Chair

Chair Wilson reported that he is still attempting to liaise with the Limestone District School Board representative regarding their request to form a partnership with the PCBF for the new public school being constructed in Greenwood Park. An invitation to attend a future Board meeting will be extended to allow the Board an opportunity to seek clarification on the request.

7.2 Secretary

George Sutherland reported on two invitations received: Playdec Daycare issued an invitation to their Open House on October 20, 2010 and St. Lawrence College invited the PCFB to present their annual bursary at their Student Recognition night on November 10, 2010. Leonore Foster volunteered to represent the Board at the Playdec function and Savas Kekkias will present the bursaries to Joshua Quesnelle and Sarah Snodgrass.

The Board discussed the criteria for bursaries to be awarded to residents of the former Pittsburgh Township, and will request notice of proposed grant recipients in the future to verify current residency. The Board agreed to let the bursary accumulate in the future if there are no qualified candidates.

7.3 Treasurer

Moved by: George Sutherland

Resolution 2010/63

Seconded by: Dave Campbell

That the following invoice be paid:

1) Dawn Ellis-Thornton, administrative services \$255

CARRIED

7.4 Investment

George Sutherland reported that at their last meeting, the Investment Committee approved investing \$150K into three different venues subject to timing recommended by the financial advisor. As of beginning of October, the Fund has approximately \$177K in discretionary funds, less inflation. The Board will also move out of energy within the next two to three months.

7.5 Projects Chair

Deadline for 2011 grant applications has been set for Friday, December 17, 2010. Advertisements will be placed in Kingston This Week and the EMC (formerly the Heritage). Gary Shultz requested the services of the Administrative Assistant to help coordinate the grant process and receipt of applications.

Moved by: Gary Shultz

Resolution 2010/64

Seconded by: Peter Dunnett

That the Board approve a Budget of up to \$300 to advertise in Kingston This Week and the EMC.

CARRIED

The Board discussion the Motion approved at the 2010 AGM and limitations placed on the recipients named in the motion. It was agreed that additional proposals would be accepted from the groups involved should they require supplementary funding.

7.6 Scholarship Chair

Nothing to report at this time

7.7 **Parks Committee**

Nothing to report at this time.

7.8 **Process and Procedures Committee**

Chair Wilson reported on the meeting with the Board's lawyer regarding the Ontario Corporations Act and which sections of the Act apply to the Board with regards to the use of proxies. Pursuant to the Act, every "member" is entitled to exercise a proxy. In order to optimize the probability of getting the members' wishes conveyed, the proxy form will be revised so members will better understand what they are signing. It was suggested that simplicity in developing the form would be best.

Board members were requested to forward proposed wording suggestions to Committee members.

8. **Next Meeting** is scheduled for Monday, January 17, 2011 at 7:00 pm.

9. **Adjournment**

Resolution 2010/65

Moved by: Dave Campbell

Seconded by: Gary Shultz

That we adjourn at 7:54pm

George Sutherland – Secretary

John Wilson – Chair