

PITTSBURGH COMMUNITY BENEFIT FUND

**Minutes from the Board of Director's Meeting
October 19, 2015**

Present:

Jean Cooper, Chair	Amanda Milliken, Vice Chair
Colleen Emmerson	Jeff McEwen
Richard Moller	Colin Youngman
Richard Allen, Councillor	Dawn Ellis-Thornton (recorder)

Regrets:

Rhonda Evans (Doyle)	Darlene Greenlees, Secretary
Ryan Boehme, Councillor	

Guests:

None

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 19, 2015 at Holy Name Catholic School, by Chair Jean Cooper. The Chair welcomed the Board back following the summer recess.

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 (Colin Youngman)/Seconded (Richard Moller)/CARRIED
That the agenda be approved as distributed.

Resolution 2015/47

5. Approval of Minutes

Moved (Amanda Milliken)/Seconded (Colleen Emmerson)/CARRIED
That the minutes of the Board meeting of May 20, 2015 be approved.

Resolution 2015/48

6. Business Arising From Minutes

Item 7, Election of Projects Committee: Richard Moller indicated he was not interested in serving as Chair of the Projects Committee, therefore the earlier nomination for Jeff McEwen stands.

7. Resignation of Treasurer, John Uliana

John Uliana tendered his resignation from the Board via email during the summer. The Board discussed whether the joint position of Secretary/Treasurer should be enacted or whether a Treasurer be elected for the balance of the term. It was decided that the election for a Treasurer be deferred until the November meeting. John Uliana had created an Excel spreadsheet for tracking expenditures format created by John, and work with the auditors will commence in January.

8. Issues with PCBF Website

Dawn Ellis-Thornton reported that the PCBF website hosted by “freewebs” has been down for several weeks and the site, administration and technical support cannot be reached. As the domain name is registered through Kingston On-Line Services, Dawn will contact KOS for prices.

9. Reports

9.1 Chair - Jean Cooper

Per Resolution 2015/35 from the March 9, 2015 meeting, the City of Kingston Police has forwarded a cheque in the amount of \$7,947.50 from the sale of equipment by auction. Amanda Milliken offered to deposit the cheque into the CIBC bank account.

Letters of appreciation have been received from scholarship recipients Lucas Van Nest, Chelsea VanCamp, Paola Finizio, Ally Amodeo and Cameron Dube.

Financial reports have been received from St Mark’s Anglican Church and the Kingston Scottish Festival.

9.2 Secretary – Darlene Greenlees

The Secretary was not in attendance.

9.3 Treasurer

**Moved (Amanda Milliken) /Seconded (Richard Moller)/CARRIED
That the following invoice be paid:**

Dawn Ellis-Thornton, administrative services May to October \$367.50

Resolution 2015/49

9.4 Investment Committee – Colin Youngman

The Investment Committee set a date of Monday, November 2nd, 6 pm for their next meeting; Colin to confirm with Marc Leblanc. Mr. Youngman reported that as of Friday, October 16, the Fund is up 9% year-over-year, compared against the TXS which is down 1.3% for the same period.

9.5 **Projects Chair – Jeff McEwen**

Nothing to report

9.6 **Scholarship Committee – Darlene Greenlees**

Nothing to report

9.7 **Grass Creek Park**

While there was nothing specific to report on Grass Creek Park, Amanda Milliken advised that almost 10,000 people attended the Sheep Dog Trials this year.

10. **New Business**

There was no New Business brought forward.

11. **Next Meeting** will be scheduled for Monday, November 16, 2016, 7 pm at Holy Name Catholic School.

12. **Meeting Conclusion**

The meeting concluded at 7:30 p.m.

Jean Cooper, Chair

Dawn Ellis-Thornton, Recording