

PITTSBURGH COMMUNITY BENEFIT FUND

**Minutes from the Board of Director's Meeting
May 18, 2009**

Present:

John Wilson	Jeff Szumlanski
George Sutherland	Savas Kekkas
John Scott	Mark Murphy
Peter Dunnett	Joyce MacLeod-Kane
Gary Shultz	Dave Campbell
Dawn Ellis-Thornton (recorder)	

Regrets: Leonore Foster Jean Cooper

Also in Attendance: Bryon McConnell, 2008 Chair, Scholarship Committee

1. Call to Order

The regular meeting of the Pittsburgh Community Benefit Fund Board of Directors was called to order at 7:03 pm on Monday, May 18, 2009 at the Pittsburgh Township Library, by the Chair John Wilson.

Members introduced themselves and provided contact information.

2. Proof of Notice

Provided

3. Pecuniary Interests/Conflict of Interest

None reported

4. Approval of Agenda

Move Scholarship Applications from New Business 10.1 to immediately following the Election of Secretary and Treasurer.

Additions to agenda:

- 4.1 Email from Don Graves
- 4.2 Barriefield Rock Garden Project (under projects)

Moved by: **George Sutherland**
Seconded by: **Peter Dunnett**

That we approve the agenda as amended.

CARRIED **Resolution 2009/59**

5. Election of Secretary and Treasurer

For position of Secretary:

Savas Kekkas, Nominated by Gary Shultz and Seconded by Dave Campbell
George Sutherland, Nominated by Jeff Szumlanski and Seconded by Peter Dunnett
George Sutherland elected.

For position of Treasurer:

Jeff Szumlanski, Nominated by George Sutherland, Seconded by Peter Dunnett
No other nominations were tabled.

Moved by: Peter Dunnett
Seconded by: George Sutherland
That Jeff Szumlanski be appointed.

CARRIED **Resolution 2009/60**

6. Ratify 2009 Scholarship Applications

Bryon McConnell distributed and spoke to the report from the Scholarship Committee. The Committee met on May 4, 2009 to review and score the applications that had been received. By consensus, the Committee recommended to the Board that it award seventeen (17) scholarships in 2009. The report also included recommended timelines for 2010 scholarships.

In the discussion that followed, Bryon McConnell described the traditional scoring guidelines and explained the rationale behind awarding the additional two scholarships.

Moved by: George Sutherland
Seconded by: Jeff Szumlanski
That the PCBF Board sponsor seventeen scholarships for 2009.

CARRIED **Resolution 2009/61**

Board members volunteered to attend graduation ceremonies as follows:
LaSalle – Joyce MacLeod-Kane; KCVI – Jeff Szumlanski; LCVI – Peter Dunnett;
Regiopolis – Savas Kekkas; Marie Riviere – Bryon McConnell

Bryon McConnell will forward graduation dates and times to Dawn Ellis-Thornton for distribution.

7. Approval of Minutes - March 16 and April 23, 2009

As the minutes were not distributed to the Board prior to the meeting, there was insufficient time to properly review the minutes.

Moved by: Joyce MacLeod-Kane
Seconded by: Dave Campbell
That the review of the March and April minutes be deferred to the next meeting.

CARRIED **Resolution 2009/62**

The draft Minutes from the AGM will also be discussed at the next meeting, although they will not be approved until the 2010 AGM.

8. Committee Elections

Chair Wilson informed new members of the four committees and approximate time commitment for each. The following are the results of the elections:

Scholarship Committee: John Wilson, George Sutherland, Dave Campbell, Jeff Szumlanski, Mark Murphy and Peter Dunnett

Project Committee: John Wilson, Joyce MacLeod-Kane, Jeff Szumlanski, Gary Shultz, Savas Kekkas, Dave Campbell, Jean Cooper and Peter Dunnett

Soccer Fields Committee: John Wilson, Jeff Szumlanski, Mark Murphy, George Sutherland, Gary Shultz, Dave Campbell, Joyce MacLeod-Kane (as councilor)

Investment Committee: John Wilson, George Sutherland, Peter Dunnett, Jeff Szumlanski, Savas Kekkas, Jean Cooper and Leonore Foster

9. Reports

9.1 Chair

Chair Wilson spoke to three pieces of correspondence he received after the AGM. The first was from a member who advised he did not receive the newsletter. The Chair assured the member that the Board will address this annual concern next year by conducting random spot checks of people living in different areas of the former Pittsburgh Township. The remaining two letters will be addressed under the Projects Committee Update.

9.2 Treasurer

Jeff Szumlanski reported assets of \$4.15M in the internally restricted fund as of today's date, and an operating balance of \$67,000 in the TD cash account. If the Point St Mark Playground project cash flows this year, another cash transfer will be required. New members were advised that approval of this project is dependent on a funding component from the City.

The Treasurer also spoke to signatory requirements for the CIBC and TD accounts. After a general discussion, it was agreed that Chair John Wilson, Vice-Chair Gary Shultz, Treasurer Jeff Szumlanski and Secretary George Sutherland will have signing authority for the float TD account. Jeff Szumlanski will draft a letter for the Chair's signature, advising the TD Bank of this decision. Following the election of the new Chair of the Investment Committee, the Committee will ensure the appropriate signing authority is put in place.

Moved by Jeff Szumlanski

Seconded by Savas Kekkas

That the following invoices be paid:

- Cunningham Swan legal services \$1,155.58
- Dawn Ellis-Thornton \$ 315.00

CARRIED **Resolution 2009/63**

Moved by: Jeff Szumlanski

Seconded by: George Sutherland

That the grant for \$2,555 for the Joyceville Women's Institute be paid.

CARRIED **Resolution 2009/64**

9.3 Investment

George Sutherland reported the Investment Committee met a month ago and reviewed the Investment Portfolio as provided by CIBC Wood Gundy. Dawn Ellis-Thornton to email a copy of these reports to all Committee members. The Fund realized a gain of 1.08% for first quarter, not including accrued interest on strip bonds.

Moved by: Dave Campbell

Seconded by: Savas Kekkas

That the Investment Report be accepted.

CARRIED **Resolution 2009/65**

9.4 Projects Chair

- a. The Projects Committee met on May 12 to review two funding requests received after the last project review; in the past, the Board has accepted late submissions. One submission is from Myles Acres for a Family Fun Day. Based on the projected expenditures for the event and the statement that unused funds would be donated to a charity of their choice, rather than returned to the PCBF, the Committee does not recommend this project.

Moved by: John Wilson

Seconded by: Peter Dunnett

That the Myles Acres Family Fun Day is not supported.

CARRIED **Resolution 2009/66**

- b. The second is from the Sheepdog Trials for \$15,000 to compensate for the loss of one of their sponsors. John Wilson to confirm with the organizers that this sponsor has since re-instated their funding. There was considerable discussion about this request, what happens with any event profits, and the financial reporting requirements attached to grants. It was agreed that the organizers will be required to provide proof of loss before they are awarded any money.

Moved by: John Wilson

Seconded by: George Sutherland

That funding to prevent loss to an amount of up to \$10,000 be made available on the basis of appropriate accounting reports.

Recorded vote: Requested by George Sutherland

For – George Sutherland; Gary Shultz; Dave Campbell; Peter Dunnett; Savas Kekkas, Jeff Szumlanski, John Wilson

Against – Mark Murphy, Joyce MacLeod-Kane

CARRIED **Resolution 2009/67**

- c. The Barriefield Rock Gardens project was updated. Chair Wilson advised there was erroneous information reported in Bill Robb's obituary about the possibility of PCBF funding for the Barriefield Rock Garden discontinuing. The issue is not with funding, but with the Rock Garden not being able to attract anyone to supervise garden maintenance now that Ron Peterson has moved. It was agreed that the Board will deal with this issue at a later date. A note of condolence has been posted on the PCBF website.

Chair Wilson advised that he is currently looking for an appropriate location for the memorial stone.

9.5 Secretary

George Sutherland advised he had nothing to report.

9.6 Soccer Fields Update

George Sutherland reported that the City has deferred consideration and approval of the Soccer Field project to June/July when it addresses the Capital Budget.

10. New Business

- a. Joyce MacLeod-Kane referred to an email received from Don Graves, containing the formal notice of motion he read at the 2009 AGM. Dawn Ellis-Thornton to distribute a copy of this email to the Board, and apologized that it was not made available before the meeting.
- b. Joyce MacLeod-Kane informed members that they are all invited to attend the Joyceville Women's Institute Christmas Dinner and updated the Board on the neighbourhood services provided by the Women's Institutes throughout the year. It was noted that other community groups may also submit funding requests.

11. Next Meeting

The next meeting is scheduled for Monday, June 15, 2009 at 7:00 pm. Jeff Szumlanski advised that he will arrive late for the meeting due to a scheduling conflict and requested the Treasurer's Report be moved to the end of the meeting.

12. Adjournment

Moved by: Dave Campbell
Seconded by: Gary Shultz
That we adjourn at 8:38 pm

Resolution 2009/68

George Sutherland – Secretary

John Wilson – Chair