

PITTSBURGH COMMUNITY BENEFIT FUND

Board of Directors' Meeting

March 19, 2007 – Library – Gore Rd

Present: John Uliana Joyce MacLeod-Kane
 John Wilson Bryon McConnell
 Jeff Szumlanski Morley Connor
 Anne Levac Fred Ivimey
 Bill MacAdoo Lisa Anderson (recorder)

Regrets: Leonore Foster

1. Call to Order

The Pittsburgh Community Benefit Fund Board of Directors' Meeting was called to order at 7:07 p.m. by the Chair, John Uliana.

2. Waiver of Notice

The Chair asked if sufficient notice had been given for the meeting.

3. Pecuniary Interest/Conflict of Interest

No Report.

4. Proposals

4.1 LaSalle Secondary School Coffee House Council

Representatives from the LaSalle Secondary School Coffee House Council spoke about their application. They are looking for \$2,500 to purchase equipment (sound board, microphones, etc.) so they can continue to do what they do. So far they have raised a little under \$500. The group performed a song for the Board.

J. Uliana asked for questions. B. McConnell asked the group why they are only asking for \$2,500 when the equipment is going to cost \$4,400. They responded that with the \$2,500 plus the \$500 they have raised would let them get the equipment that they need the most. J. Uliana asked if they purchase the equipment then who would own it. They said the Coffee House Council would own it. It would be purchased through the school therefore saving the tax. J. Uliana thanked them for their presentation.

5. Approval of Agenda

A motion was made by A. Levac that the agenda be approved. Seconded by B. McConnell. CARRIED

6. Approval of Minutes

A motion was made by B. McConnell that the minutes of February 19, 2007 be approved. Seconded by J. MacLeod-Kane. CARRIED.

7. Business Arising from Minutes

7.1 Web Page

J. Szumlanski reported that Leonore Foster had sent out an email regarding the PCBF website. The count went from 200 to 430. J. Szumlanski received a note from Colin Cherry congratulating him on a great job on the website.

7.2 Scholarship Applications 2007

B. McConnell reported that the letters to the principals went out last week. The deadline for applications is April 21st. The scholarship committee will meet once the applications have been received.

7.3 Annual General Meeting

J. Uliana distributed his letter for Board members to review. J. Wilson recommended that under the bylaws part the bullets should be changed to a) to g) and also reverse the order of the 2 following paragraphs. F. Ivimey noted that it could be added under financial statements that the audited financial statements will be available on the website by the middle of April. J. Szumlanski wanted to know if it is possible to bring up some sort of motion re investments, asking the members permission to get it started. He stated that we need to move forward with the investments. F. Ivimey asked whether we need to do that. J. Uliana replied that he has already made reference to the Investment Committee in his letter. J. Wilson said that we don't need to ask them we just need to make a statement that we are doing this. The wording in the 4th paragraph should be changed from Investment Committee to "examine" to "update".

J. Uliana will make the revisions.

7.4 Nominations for Board

G. Sutherland reported that the Nominating Committee had met and that 7 names had been submitted and that they are all members of the PCBF. J. Szumlanski had received 2 more since the meeting. J. Uliana announced that the Nominating Committee needs to decide whether they will accept these 2 nominations.

F. Ivimey asked G. Sutherland if all the nominees know that there is 9 people nominated. The Board felt that the nominees should be contacted to let them know the number of nominations.

A motion was made by B. McConnell that the Nominating Committee put forward the 7 nominations plus any other nominations we receive up the the time when the letter goes to print. Seconded by J. MacLeod-Kane.

J. Uliana asked for discussion.

F. Ivimey commented that the Nominating Committee could have just brought forward 3 names had they wanted to.

J. Uliana called for a vote. The motion was CARRIED.

8. Reports

8.1 Chair

No report.

8.2 Projects Chair

J. Szumlanski reported that almost all of the contracts have been returned. JE Horton has not yet been received. They are trying to work out an exact amount so that we can make the cheque payable to the school. J. Szumlanski amended the Funding contract that allows for the Board to conduct an audit on their expenditures and also allow for pictures. J. Szumlanski reported that the Barriefield Rock Garden cheque is now payable to Barriefield Rock Garden. J. Szumlanski had met with the music council at LaSalle Secondary School and went over with them the deficiencies in their last application. He was very impressed with the coffee house.

A motion was made by J. Szumlanski that we give the LaSalle Secondary School Music Council \$3,500.

B. MacAdoo agreed that if they had the whole amount of their purchases they would get a better price. Also, a great deal of funds are put into sports and things like that it would be nice to see it put into music. B. McConnell asked how much in funds are

left. F. Ivimey said approximately \$5,200 was left. It was suggested that the motion be amended to say up to \$3,300.

J. Szumlanski amended his motion that LaSalle Secondary School Music Council receive up to \$3,300 of funding. Seconded by B. McConnell.

J. Uliana questioned why we would increase the amount when we aren't doing that for others. J. Szumlanski responded that we did it for Madeline de Roybon when they were going on their exchange trip. F. Ivimey added that there has been some precedence before explaining that St. Martha's spent less than what was asked for and the Board let them keep the extra funds.

J. Uliana called for a vote. The motion was CARRIED.

J. Szumlanski reported that after the rejection letters were sent he received a call from Amanda Milliken who had represented the Sheep Dog Trials. She was very concerned that we had wasted her time and she feels that we did not make the right decision. She would like to speak at the AGM. J. Szumlanski believes we made the right decision explaining that if funding was too low we would try and do as many projects as we could, but there was insufficient funds for all projects submitted. J. Wilson said if anyone is coming to make a presentation we should make sure the agenda includes an opportunity for delegations.

8.3 Treasurer Report

F. Ivimey asked about the motion that was to be brought forward at this meeting about spending the unrestricted funds. J. Szumlanski read a motion that had been discussed at the June 12, 2000 meeting.

F. Ivimey distributed the financial statements that will be included in the mail out.

A motion was made by F. Ivimey to approve the following expenditures. Lisa Anderson for \$607.50, Cunningham Swan for \$1,813.66, Jeff Szumlanski for \$62.40, Grand Theatre for \$25,000 and Market Square for \$25,000. Seconded by B. MacAdoo. CARRIED.

F. Ivimey reported that the Investment Committee had tried to meet a couple of weeks ago but had to cancel. The meeting was then rescheduled but Bob Joyce from RBC could not make it. It is looking like it will be early summer before they meet again. This will be a project for the new Board.

A motion was made by F. Ivimey to approve the Treasurer's Report. Seconded by J. MacLeod-Kane. CARRIED.

8.4 Secretary

A. Levac announced that the school has been confirmed for the AGM. The ad has also been placed in the paper. The cost is approximately \$160. A week or so before the AGM she will put in a public notice about the AGM which will be free. A. Levac spoke with the post office and then contacted Mail Rite. The estimate for the mail out was \$4,022.44. This includes photocopying of 8 pages (4 double-sided), printing of envelopes, postage and bundling them and taking to the post office. The outside of the envelopes will say "Important message from your Pittsburgh Community Benefit Fund". There are 5,232 mailings in the former Pittsburgh Township.

A. Levac received a call from Peter Hughes wanting to know if we were interested in posting the notice of the AGM on the sign at RMC at the bottom of the Fort Henry Hill. The cost would be \$149/week. J. MacLeod-Kane also reported that Codes Corners will put the notice about the AGM on their sign for free. J. Uliana asked the Board if they wanted to spend \$150 to put it on the sign at RMC. J. Wilson suggested that we don't so that we can see how effective the mailing is. It was decided not to put the announcement on the signs.

A motion was made by J. Szumlanski to approve up to \$5,000 be spent to coordinate and execute all correspondence for the AGM. Seconded by A. Levac. CARRIED.

B. McConnell asked if we have the funds to do this. F. Ivimey responded that it will affect the unrestricted funds for next year.

A. Levac is looking after getting ballot boxes for voting and that her & Lisa Anderson will get together to get the ballots ready for printing. A. Levac has 2 scrutineers for the AGM and is still looking for one more.

A motion was made by J. MacLeod-Kane that two Board members from the Nominating Committee be available on the morning of Saturday April 21, 2007, to verify how many proxies have been received by the Friday at 7:00 pm. Seconded by J. Szumlanski.

B. McConnell questioned the interest behind the motion and how it addresses the concern. F. Ivimey explained that the Board had a bad experience 2 years ago with proxies and that it ended up costing a lot of money. We need to be a bit proactive to make sure all sides have been treated fairly. We need to ensure a count of the total number of proxies and also make sure they are valid.

J. Uliana called for a vote. The motion was CARRIED.

9. New Business

9.1 Other

B. McConnell reported that for future projects that we are going to be funding, the Board should develop a process that looks at Environmental & Safety Issues and whether there is a risk exposure.

10. Next Meeting – April 25, 2007 – Annual General Meeting

J. Uliana announced that if a special meeting needs to be held it will be on Monday April 23, 2007.

11. Adjournment

A motion was made by B. McConnell that the Pittsburgh Community Benefit Fund Board of Directors Meeting be adjourned at 10:15 pm. Seconded by J. Wilson. CARRIED.

John Uliana, Chair

Anne Levac, Chair