

PITTSBURGH COMMUNITY BENEFIT FUND

Board of Directors' Meeting
May 21, 2007 – Library – Gore Rd

Present: John Uliana Joyce MacLeod-Kane
 John Wilson Bryon McConnell
 Jeff Szumlanski Anne Levac
 Leonore Foster George Sutherland
 John Scott Fred Ivimey
 Lisa Anderson (recorder)

Regrets: Morley Connor

1. Call to Order

The Pittsburgh Community Benefit Fund Board of Directors' Meeting was called to order at 7:06 p.m. by the Chair, John Uliana.

2. Waiver of Notice

The Chair asked if sufficient notice had been given for the meeting. All members responded yes.

3. Pecuniary Interest/Conflict of Interest

None

4. Elections

A. Levac declared all offices vacant.

A. Levac called for nominations for President/Chair.

A motion was made by J. MacLeod-Kane to nominate John Uliana. Seconded by J. Wilson. L. Foster moved that nominations be closed. Seconded by J. Wilson.
CARRIED.

A. Levac called for nominations for Vice Chair.

A motion was made by J. Wilson to nominate Jeff Szumlanski. Seconded by J. MacLeod-Kane.

A nomination was made by J. Scott to nominate George Sutherland. Seconded by A. Levac. J. Wilson moved that nominations be closed. Seconded by J. MacLeod-Kane. A vote was held. Jeff Szumlanski was elected as Vice Chair.

J. Uliana called for nominations for Secretary.

A motion was made by J. Uliana to nominate Anne Levac. Seconded by J. Wilson. G. Sutherland moved that nominations be closed. Seconded by F. Ivimey. CARRIED.

A. Levac called for nominations for Treasurer.

A motion was made by J. MacLeod-Kane to nominate Fred Ivimey. Seconded by L. Foster. J. Uliana moved that nominations be closed. Seconded by J. Wilson. CARRIED.

5. Approval of Agenda

G. Sutherland asked that the Treasurer's Report be moved forward on the agenda. It was moved to follow item 6.

A motion was made by L. Foster that the agenda be approved, as amended. Seconded by J. Scott. CARRIED.

6. Approval of Minutes

A motion was made by J. MacLeod-Kane that the minutes of March 19, 2007 be approved. Seconded by J. Szumlanski.

The following changes to be made to the March 19, 2007 minutes. Page 3, item 8.2, 3rd sentence to be removed. Page 4, paragraph 4, J. Uliana to be replaced with J. Szumlanski. Page 4, paragraph 4, second last sentence, add to end of sentence "but there were insufficient funds for all projects submitted". Page 4, item 8.3, should be June 12, 2000 meeting. Page 4, paragraph 2, the school's name should be Madeleine-de-Roybon Page 4, paragraph 4, last sentence, "she" should be replaced with "anyone".

The motion was CARRIED.

9.4 Treasurer Report

F. Ivimey reported the following expenditures.

Lisa Anderson - \$882.57

Kingston online - \$253.87

KPMG - \$4001.50

\$79.78 photocopying payable to B. McConnell.

L. Foster questioned the cost of the audit. F. Ivimey responded that there is a lot more work involved in audits than there used to be. A policy should be developed on how to deal with this. J. Uliana noted that the auditors were appointed at the AGM and that the members approve them. L. Foster suggested that maybe the Finance Committee could look at this issue.

A motion was made by G. Sutherland to approve the payment of all expenditures. Seconded by L. Foster. CARRIED.

J. Uliana suggested we bring forward a recommendation at the AGM to have a different company perform the audit. F. Ivimey responded that we should come up with a policy. G. Sutherland asked the amount of the unrestricted funds that were left. F. Ivimey reported that approx \$1,700 were left in unrestricted funds.

L. Anderson sent F. Ivimey an email about the fire truck. The project was approved in 2006 but was never completed. The decision was made that it will be a 2008 commitment.

7. Election of Committees

A question was raised whether or not Finance and Investment should be one committee. F. Ivimey suggested that they be 2 different committees. A. Levac asked what the mandate of the Finance Committee should be. F. Ivimey reported that the Finance Committee should do budgeting and policies. L. Foster suggested that the Investment Committee should consist of 4 members with a subcommittee being the Finance Committee. The Finance Committee would have a different Chair.

7.1 Scholarship

Bryon McConnell, John Wilson, Jeff Szumlanski and George Sutherland.

7.2 Projects

John Wilson, Jeff Szumlanski, John Scott and Bryon McConnell.

7.3 Investment sub-Committee (established under the Finance Committee)

John Uliana, Leonore Foster, George Sutherland, John Scott, Fred Ivimey and Jeff Szumlanski.

7.4 Membership, Proxies & Communication Committee

Jeff Szumlanski, Anne Levac, Joyce MacLeod-Kane, and Morley Connor.

The first meeting for the Investment Committee will be June 18th, 2007 at 7:00 pm.

8. Consolidation of By-Laws

Lisa Anderson will update to have by-laws authorized and hard copies to be given to Board members and lawyer. J. Szumlanski will then put them on the website.

9. Reports

9.1 Scholarship

B. McConnell distributed the Scholarship Committee recommendations which are attached to the minutes. L. Foster commented on the recommendations to increase scholarships to fifteen. G. Sutherland questioned whether it was verified that all of the students were Pittsburgh residents. B. McConnell replied that yes, all of the students are residents of the former Pittsburgh township. G. Sutherland asked if consideration was given to College bound students. B. McConnell responded that actually one of the recipients was going to be attending college. J. Scott asked about whether or not the committee looked at economic background. B. McConnell replied that currently there is no element of the process that looks at need. It is a merit based scholarship. This is something that maybe should be taken into consideration. L. Foster suggested that 3 scholarships be set aside and the principals be asked if there are any students that require financial assistance. J. Uliana noted that we need to differentiate between scholarships and bursaries. F. Ivimey reported that the cheques are to be made out to the schools.

A motion was made by B. McConnell to award 15 scholarships. Seconded by J. Wilson. CARRIED.

B. McConnell noted that the names of the recipients be kept confidential as it is a surprise for them and also that the applications need to be shredded.

The following Board members will attend the graduations.

M. Connor – Regiopolis Notre Dame
L. Foster – LaSalle Secondary School
B. McConnell – Marie Riviere
J. Szumlanski – KCVI
J. Uliana - Loyalist

9.3 Projects

J. Szumlanski read a letter from Holy Name Catholic School thanking the Board of Directors for the funding for their playground equipment.

L. Foster asked if we could get permission to put the letter on the website.

J. Szumlanski will confirm with them.

J. Szumlanski reported that all cheques have gone out but one. He is still waiting on information from J.E. Horton Public School.

9.5 Secretary Report

A. Levac reported that she sent thank you notes to the 3 people that acted as scrutineers at the Annual General Meeting. 72 new members were added to the membership list.

A. Levac suggested that we should do a mail out part way through the year with information about the PCBF. L. Foster added that maybe we could do a mass email mail-out. J. MacLeod-Kane replied that we could also leave flyers at each of the stores in the area. This is something that the Membership Committee can discuss.

A. Levac sent a wedding card to Bill MacAdoo on behalf of the Board.

A. Levac read a thank you card from Rae Stoness' wife thanking us for the donation we sent.

A motion was made by J. MacLeod-Kane that the proxies from the Annual General Meeting be shredded. Seconded by J. Wilson. CARRIED.

9.2 Chair Report

J. Uliana reported that this is the year we have to get going with the Investment Committee. G. Sutherland asked if we were expecting to make a higher return on our investments next year. J. Uliana noted that the committee will be meeting on June 18th and can develop a strategy of where we are and the action going forward. The Board will then have to approve it. G. Sutherland commented that if we wait too long we won't have an increase in the rate of return. L. Foster responded that we need an investment advisor to set up the strategy. F. Ivimey added that once the policy is developed the investments will be out of our hands.

10. New Business

J. Uliana distributed a motion that was received at the AGM. This will be circulated next year with the mail-out and brought forward at next years AGM. J. Szumlanski will post it on the website. F. Ivimey said the motion needs to be signed in order to be a valid motion. A. Levac will check the bylaws and will get back to John Drynan as to what else he needs to do.

J. Szumlanski suggested the Board have a budget for next year--\$82,000 less \$14,000 for scholarships, less \$10,000 for fire truck restoration leaves a remaining balance of \$59,000.

A motion was made by J. Wilson that the Finance Committee review the contracted services and report back to the Board. Seconded by J. Szumlanski. CARRIED.

11. Next Meeting – Monday September 17, 2007 at 7:00 pm or at the call of the Chair.

12. Adjournment

A motion was made by L. Foster that the Pittsburgh Community Benefit Fund Board of Directors Meeting be adjourned at 9:15 pm. Seconded by J. MacLeod-Kane. CARRIED.