

# MEETING OF THE BOARD OF DIRECTORS OF THE PITTSBURGH COIVIMUNITY BENEFIT FUND

**Held at MADOMA COMMUNITY CENTRE, 8 NOV 99 at 7.00pm**

Chairman: Ron Brown, President

Members in attendance:

W. Bigelow  
S. Hodgson  
C. McDonald G.  
Sutherland  
Mrs U. Hoover  
Mrs L. Foster  
Mrs A. Helmstaedt

## OPENING REMARKS

1. The Chairman opened the Meeting at 7.00 pm.
2. **Previous Minutes.** The Minutes were amended to show that Mrs Hoover was not present as reported. The amended minutes were approved.
3. **Chairman's Report.** The Chairman reported that all available funds had been re-invested at 4.62% for 30 days.
4. **Joyceville Project**
  - a. Mr Sutherland reported that the School Board & the City want copies of the approved Project Motion as confirmation that the Project will be funded. Mr Sutherland to supply.
  - b. Mr Sutherland reported that the Project Manager will be Mark Macdonald of the School Board.
  - c. Mr Bigelow reported that he has started discussions with School Board representatives to establish a financial plan & cash flow that meets the PCBF Policies of Capital Retention & Investment, & the needs of the School Board. He will report at the next meeting & the conclusions will be formalised in an agreement.

- d. It was stated that the PCBF need to be assured that Joint Use & Maintenance agreements between the City & the School Board were in place as part of a final agreement.
  - e. Mr Sutherland reported that the land would cost about \$8500 & that survey fees would be \$4000-\$5000, & reminded the PCBF Board that they had agreed to pay these fees.
  - f. Mr Sutherland reported that Mark Fluener of the City had told him that the City was prepared to accept the land.
  - g. Mrs Foster suggested that the agreement should include a statement that that the land involved in the project should pass to the City if the Joyceville School is closed.
  - h. The Chairman agreed to ask Mr Bennett to attend the next meeting to assist in formulating the necessary agreements.
  - i. Mr Sutherland was directed by the Board to proceed with the land purchase.
  - j. Mrs Helmstaedt proposed a motion 'to approve an additional \$5000 to pay for the land survey'. Seconded by S Hodgson. Carried.
5. **Library.** Mrs Foster reported that the Library Board would like to meet with us at our next meeting 6<sup>th</sup> December 1999.
6. **Sheepdog Trials.** Mr McDonald reported that Ms. Milliken has been asked to present her report at the next meeting 6<sup>th</sup> December 1999.
7. **Winterfest.** MrMcDonald reported that as expected a Request for Funds had been received. Supporting documents have been filed with the Board by Mrs. Bowhey. Mr Hodgson proposed a motion 'to approve a sum of \$2200 to support the 2000 Winterfest' Seconded by J'vir Bigelow. Carried.  
It was suggested that the Winterfest organisers provide some recognition of the contribution by the reBF. Mr Bigelow agreed to make this request when dealing with the organisers.
8. **LaSalle Field House.** Mr McDonald reported that Mike Mundell had been invited to the next meeting to report on this project.
- a. **KPMG** Mr Bigelow reported that the invoice discussed last meeting referred to a GST Exemption Application that stood to reap a \$10000 refund.

Mrs Foster proposed a motion 'to pay the KPMG invoice of \$593.85', seconded by Mr Sutherland. Carried.

- b. Land in Business Park The Chairman reported that the Land was now signed & offers were awaited.

## 9. NEW BUSINESS

- a. **Investment Committee.** The Chairman introduced the document 'PCBF Investment Committee-Objectives & Policies', a discussion followed. Mr Sutherland proposed the motion 'to accept the document' PCBF Investment Committee-Objectives & Policies' as presented, seconded by Mr Bigelow. Carried
- b. **Proposed Project Request Review Process.** The previously distributed document was reviewed by Mr McDonald. A discussion followed. It was agreed that the Criteria should be amended to include a requirement that full accountability & feedback to the PCBF be included. Mrs Foster proposed a motion that 'The Document presented be accepted in principle subject to the Criteria amendments', seconded by MTS Helmstaedt. Carried
- c. **Regular Meeting Venue.** A discussion took place regarding the use of the new library as a regular meeting place. General agreement that it was worthy of consideration.
- d. **Meeting Frequency.** It was generally agreed that the meeting frequency would change once the accepted policies were implemented.
- e. **Record Keeping.** The Chairman reviewed the premise that it was important to maintain a comprehensive central filing system as the PCBF would exist for the long term. General agreement among the Directors

## 10. ANY OTHER BUSINESS

There was no other business

NEXT MEETING 7.30pm 6<sup>TH</sup> December 1999-Madoma Community Centre.

Chris McDonald-Acting Secretary