

AGENDA

Annual General Meeting of Members of The Pittsburgh Community Benefit Fund

**April 15, 2002 at 7:00 p.m.
At LaSalle Secondary School**

1. Call to order
2. Chair's remarks
3. Election of new members
4. Approval of Minutes of previous Annual General Meeting of members (attached)
5. Business arising from minutes
6. Treasurer's/Auditor's Report - presentation of Financial Statements
7. Appointment of Auditor for next audit
8. Notice of Motion (Motion is on reverse side of this agenda)
 - Reduction in the number of Directors of PCBF
 - Motion by Madonna Funnell and Sheila Martin
9. Items from the floor
10. Adjournment

Motion to reduce the Board of Directors for the Pittsburgh Community Benefit Fund from eleven (11) to nine (9)

April 15, 2002

Whereas the Township of Pittsburgh Council created a non-profit corporation known as the Pittsburgh Community Benefit Fund (PCBF) to fulfill the wishes of residents of Pittsburgh Township;

and whereas the PCBF Board of Directors included 3 elected officials from the Township of Pittsburgh as well as 6 citizens at large from the geographical area of Pittsburgh Township, and the elected officials for the New City of Kingston from districts 1 & 12;

and whereas the PCBF Board now consists of 9 directors who have all been elected, as well as the 2 directors who are automatically appointed from districts 1 & 12 of the City of Kingston;

and whereas the initial organization of policies and procedures for the PCBF have been developed and implemented including a vote from the membership as to how they wanted the PCBF finances managed;

and whereas during the past 4 years, the PCBF Board of Directors have developed and implemented the necessary guidelines regarding approval for expenditures and grant distribution;

and whereas it continues to be difficult to ensure all 11 PCBF directors are available for meetings due to their own personal commitments and work schedules;

and whereas a smaller number of directors would be sufficient to carry out the duties of the PCBF;

Therefore be it resolved that the Constitution for the Pittsburgh Community Benefit Fund be amended to reduce the Board of Directors from eleven (11) to nine (9), all elected at large and each serving a three year term. The Constitution, including the number for a quorum shall be immediately but shall be effective for the 2004 election year.

March 6, 2002

Letter to Pittsburgh Community Benefit Fund (PCBF) Members regarding a reduction in the number of Directors for the PCBF

I was fortunate to be part of the group who was instrumental in setting up the PCBF to safeguard Pittsburgh residents' hard earned surplus. PCBF was formed by Pittsburgh Township Council to ensure the uncompleted projects under review were continued after amalgamation in accordance with the residents' wishes.

At the time, Council also wanted to ensure that the PCBF had a fair cross section of representation from the township and therefore appointed 6 Pittsburgh residents. They also understood the importance of having some continuity within the directorship to implement projects that were underway, and therefore appointed themselves (for a limited time) to continue those projects through completion. The 2 elected councillors from districts 1 and 12 from the New City of Kingston were automatically appointed as directors. This brought the total directorship up to 13 however, 2 of the councillors would serve for 6 months only, thus bringing the directorship back down to 11.

Each director was to serve a three year term and annual elections ensured a rotation of 3 members each year. The appointed councillors from the City of Kingston would sit on the Board for their term of City Council.

Everyone will likely recall the publicity PCBF originally received when the City of Kingston realized they did not have control of our surplus. Your council of 1997 anticipated that reaction from the City and it was for that reason that Council had the districts 1 and 12 councillors appointed to the PCBF Board - to try and give us a voice at City Hall in support of maintaining our finances. The councillors from Pittsburgh who have served on City Council and our Board have done a commendable job in support of PCBF. Thanks to them, as well as many others, the issue has come to rest and the reserves have stayed within our community and the Fund.

In April 1999, the Board gave the membership an opportunity to vote to determine how the funds were to be spent. The majority voted to spend only the interest which the capital earned, and save the principle for the future.

Since that vote, the PCBF directors have worked very hard in developing and implementing important guidelines for determining how the funds will be spent and who can benefit from them. They have set up some excellent policies and procedures to ensure all individuals, groups and organizations have equal opportunity to the funds available for grant distribution in each year.

With the overall direction established by the PCBF and the implementation of the policies that have taken place over the past four years, we believe the time has come to effectively reduce the number of directors from eleven (11) to nine (9).

Due to personal commitments and work schedules, it has become increasingly difficult to ensure all 11 directors are available for meeting attendance.

Pittsburgh Township Council consisted of 5 elected officials and over the years, they very successfully managed a multi-million dollar budget annually. Five councillors were just enough to provide a variety of opinions but also kept meetings and attendance manageable. Five or perhaps seven directors for the PCBF might be more appropriate but would require complex changes in the constitution. However, reducing the number to 9 can be easily accomplished.

A change in directorship is an amendment to our constitution and therefore requires a vote from our membership. If the vote is successful, the implementation could not begin until 2003. Due to the existing terms for the directors and the year in which municipal elections are held, commencing the end of 2003 would work out perfectly with this proposal. In order to allow everyone, including this years elected directors the opportunity to finish their term, this proposal would be as follows:

Election Year	Total Directors	Directors per term	Starting Year Term	Final Year of Term
2002	9 (elected)	3	2002	2004
		1	2002	2003
		2	2001	2003
		3	2000	2002
	2 City Officials (appointed)	2	Dec. 2000	Nov. 2003
2003	9 (elected)	3	2003	2005
		3	2002	2004
		1	2002	2003
		2	2001	2003
	2 City Officials (appointed)	2	Dec. 2000	Nov. 2003
2004	9 (elected)	3	2004	2006
		3	2003	2005
		3	2002	2004

For the upcoming election, you will notice there are four positions up for renewal with one serving a 2-year term and the remaining three, serving their 3-year term. The term of office was modified for one director to bring the rotation back in order with our constitution, after one board member resigned mid term, a few years ago.

The above proposal would see no change in the elections or directorship for 2002 or 2003. However, when the existing councillors have finished their term with City Council in 2003, those positions would be eliminated from our board. The director elected this year with a 2-year term will have completed their term at the end of 2003 as well. Then, commencing in 2004, the three year rotation could continue in accordance with the constitution. This proposed amendment would continue to provide an annual change of 3 directors, but still ensure continuity by keeping 6 directors at all times who have the knowledge and information of how the current board is operating.

All residents of the geographical area of Pittsburgh could continue to become members, and all members would still be eligible to run for PCBF elections, including any residents who are successful in obtaining a position on City Council. The only difference is, that no City Councillors would automatically be appointed to the Board; they could run for election (if interested), just like any other member.

If you have any questions or input, we encourage you to attend the AGM as there will be a discussion period regarding the motion at that meeting.

The motion we are proposing is attached and will be voted on at the AGM in April 2002. We would appreciate your support either by attendance or by proxy.

Respectfully,

Madonna Funnell & Sheila Martin