

PITTSBURGH COMMUNITY BENEFIT FUND

**Minutes from the Board of Director's Meeting
October 15, 2018**

Present:

Amanda Milliken, Chair	Rhonda Evans (Doyle), Vice Chair
Colleen Emmerson, Treasurer	Rodger Compton (Secretary)
George Sutherland	Steve van Wynsberghe
Darrell Townsend	Alana Way
Gary Oosterhof, Councillor	Ryan Boehme, Councillor
Maureen Mangan (recorder)	

Absent: Clyde Smith

- 1. Call to Order**
The regular meeting of the Pittsburgh Community Benefit Fund Board of Directors was called to order at 7:05 pm on Monday, October 15, 2018 at Holy Name Catholic School, by Chair Amanda Milliken.
- 2. Proof of Notice**
Notice was provided to Directors.
- 3. Pecuniary Interests/Conflict of Interest**
None reported.
- 4. Approval of Agenda**

Moved (Ryan Boehme) /Seconded (Rodger Compton) / CARRIED
That the agenda be approved as distributed.

Resolution 2018/26
- 5. Approval of Minutes**

Moved (Colleen Emmerson) /Seconded (George Sutherland) /CARRIED
That the minutes of the PCBF Board meeting of May 28, 2018 be adopted.

Resolution 2018/27
- 6. Business Arising From Minutes**
There was discussion about the scholarship process and the request to discuss the process in further detail in the committee report portion of the meeting.

7. Committee Reports

7.1 Chair – Amanda Milliken

Nothing to report

7.2 Secretary – Rodger Compton

Nothing to report

7.3 Treasurer – including approval of payments Colleen Emmerson

Moved (Ryan Boehme)/Seconded (Rodger Compton)/CARRIED
That the following invoices be approved for payment:

Maureen Mangan reimbursement of laptop purchase	\$1,479.40
Cunningham Swan for legal services for splash pad	\$1,089.04
	Resolution 2018/28

7.4 Investment Committee –George Sutherland

The Investment Committee will hold a meeting in late January. George to confirm the date later.

7.5 Projects Chair – Rodger Compton

The deadline for 2019 projects has been tentatively set for January 25, 2019. The Projects Committee will meet one week later February 12 at Holy Name School to review project applications. Ryan noted that he would like to be added to the projects committee.

7.6 Scholarship Committee – Alana Way

There was a vigorous discussion regarding the scholarship application and selection process. The scholarship committee will meet prior to the 2019 scholarship application process to revamp the application form and plan advertising campaign.

7.7 Grass Creek Park

Ryan provided a brief status update on the washroom plans at Grass Creek Park.

8. New Business

- Rhonda provided an update and an electronic copy of the splash pad design. Final approval is expected from Kingston City Council in January and it is anticipated that shovels will be in the ground in April 2019.
- An invitation was received from the Frontenac Heritage Foundation to present the PCBF with an award at a ceremony on Tuesday October 16 for their contribution in conserving St. Mark's Anglican Church in Barriefield.

Amanda Milliken volunteered to attend and accept the award on behalf of the board.

- Another invitation was received from St. Lawrence College to attend a special Donor night at the Kingston campus.
Alana Way volunteered to attend the event on Thursday, October 25, 2018 from 5 – 7pm.

9. **Next Meeting** will be a potluck and is scheduled for Monday, December 10th at 7 pm,
location: Colleen Emmerson's house at 2233 Paul Boulevard. *(the meeting was cancelled due to participant commitments and rescheduled for January 14, 2019)*

10. **Meeting Conclusion**

The meeting concluded at 8:30 p.m.

Amanda Milliken – Chair

Maureen Mangan, Recorder