

PITTSBURGH COMMUNITY BENEFIT FUND

Minutes from the Board of Director's Meeting

**April 24, 2019 St, Mark's Anglican Church Barriefield
8:00 p.m.**

Present: Ryan Boehme
Rodger Compton
Colleen Emmerson
Rhonda Evans (Doyle)
Emma Fitzgerald
Amanda Milliken
Gary Oosterhof
George Sutherland
Darrell Townsend
Steve van Wynsberghe
Alana Way
Maureen Mangan (recorder)

Also in attendance: Eric Bennett

1. Call to Order

The first meeting of the newly elected Pittsburgh Community Benefit Fund Board of Directors was called to order at 8:00 p.m. on Wednesday, April 24, 2019 at St Mark's Anglican Church by Eric Bennett, Solicitor for the PCBF.

2. Pecuniary Interests/Conflict of Interest

Rhonda Evans Doyle declared a conflict of interest regarding the selection of the scholarship awards. She asked that it be clearly noted that she will not be involved or have any knowledge of the scholarship award process, meetings or the recipients. It was noted that the declaration of Conflict of Interest would be the 2 item on every meeting agenda.

3. APPOINTMENT OF OFFICERS

Chair:

Amanda Milliken, nominated by Rhonda Evans Doyle, Seconded by Ryan Boehme

ACCLAIMED



Vice-Chair:

Rhonda Evans Doyle, nominated by Ryan Boehme Seconded by Amanda Milliken

ACCLAIMED

Secretary:

Rodger Compton, nominated by Amanda Milliken, Seconded by Rhonda Evans Doyle

ACCLAIMED

Treasurer:

Colleen Emmerson, nominated by Steve Van Wynsberghe, Seconded by Ryan Boehme

ACCLAIMED

4. Approval of Agenda

Moved (Amanda Milliken)/Seconded (Rodger Compton)/CARRIED

That the agenda be approved.

Resolution 2019/23

5. Review and Approval of Previous Minutes

Moved (George Sutherland)/Seconded (Rodger Compton)/CARRIED

That the minutes of the PCBF Board meeting of March 11, 2019 be approved as amended.

Resolution 2019/24

6. Approval of Payments:

Moved (Amanda Milliken)/Seconded (Alana Way) CARRIED

That the following invoices be paid:

Kingston-On-Line Services- annual domain hosting	\$168.82
Maureen Mangan, Administrative services for March	\$720.00
Administrative services for April	\$690.00

7. **Scholarship Committee:**

The deadline for application packages is Friday, May 3. The committee requests printed copies of the applications to be prepared and distributed by May 7, 2019.

The Committee will meet at 7:00pm on May 13 at Colleen Emmerson's home to review all submissions and select award candidates for recommendation to the board at the June 3rd PCBF Board meeting.

Scholarship Committee members are: Alana Way (Chair), Colleen Emmerson, Emma Fitzgerald, Rodger Compton, George Sutherland and Steve Van Wynsberghe

8. **Other Standing Committees of the Board**

Two other standing committees were struck and the members are as follows.

Finance Committee: Chair George Sutherland, Emma Fitzgerald, Colleen Emmerson, Amanda Milliken, Steve VanWynsberge

Project Committee: Chair Rodger Compton, Alana Way, Rhonda Evans Doyle, Ryan Boehme, Emma Fitzgerald, Darrell Townsend, Amanda Milliken

10. **Next Meeting** – the Annual General Meeting is scheduled for 7:00pm on Monday, June 3, 2019 at Holy Name Catholic School.

11. **Meeting Conclusion**

The meeting concluded at 9:00 pm

Amanda Milliken, Chair

Maureen Mangan, Recorder