

**PITTSBURGH COMMUNITY BENEFIT FUND**

**Minutes from the Board of Director's Meeting**

**October 7, 2019 Glocca Morra Farm Studio, 1624 Hwy 15  
7:00 p.m.**

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**Present:** Rodger Compton  
Rhonda Evans (Doyle)  
Emma Fitzgerald  
Amanda Milliken  
Gary Oosterhof  
Darrell Townsend  
Ryan Boehme  
Alana Way  
Maureen Mangan (recorder)

**Regrets:** Steve van Wynsberghe, Colleen Emmerson, George Sutherland

1. **Call to Order**  
The meeting was called to order at 7:07 by Chair Amanda Milliken.
2. **Proof of Notice**  
Provided.
3. **Pecuniary Interests/Conflict of Interest**  
No conflict of interest was declared.

4. **Approval of Agenda**

**Moved ( Alana Way ) /Seconded ( Rodger Compton )/CARRIED**  
**That the agenda be approved.**

**Resolution 2019/29**

5. **Review and Approval of Previous Minutes**

**Moved ( Emma Fitzgerald )/Seconded ( Rhonda Evans Doyle )/CARRIED**

**That the minutes of the PCBF Board meeting of June 3, 2019 be approved as amended.**

**Resolution 2019/30**

6.. **Business From Previous Meeting/New Business**

Alana provided a summary of some of the revisions from the project committee for the 2020 scholarship awards as approved at the June meeting. They include the following:

- Make 5 of the 15 scholarships for the skilled trades – as defined in the Red Seal programs. If there are not 5 applications with skilled trades focus, they will go unawarded.
- Scholarship applications will be submitted at the AGM – Recommended date Wednesday, April 22, 2020 – location to be decided
- Applications will be requested to submit the same number of copies as there are committee members. 7 copies
- Committee members will request school time to assist with promotion of the scholarships and completion of the application form.

7. **COMMITTEE REPORTS**

7.1 **Chair**

Amanda reported that the new washrooms are underway at Grass Creek Park. Amanda noted that the newly purchased PCBF banners looked great on display at the Sheep Dog Trials. She advised that she will send a letter of congratulations to the City of Kingston regarding the event.

7.2 **Secretary**

Rodger noted that we still have funds in the TD Bank and wondered if it should be amalgamated with into the one account at CIBC.

7.3 **Treasurer, including approval of payments**

Colleen was not in attendance and there were no invoices for payment.

7.4 **Investment Committee**

George was not in attendance and there was no report.

7.5 **Projects – 2019 Project Updates and 2020 process**

Rodger reported on several of the projects that directors had attended. These included, the Sheep Dog Trials, Party in the Park, The Boys and Girls Club East, and the new playground at Holy Name school.

Rodger reported on a presentation that he recently provided at the Boys and Girls Club. The speech could be used generically for other directors at similar presentations. Maureen will type and share the presentation with all the directors.

**The deadline for the 2020 Project submissions was set as February 7, 2020.**

**7.6 Scholarship – 2020 process**

Alana advised that she will be working on revamping the scholarship application – specifically the skilled trades scholarship application.

**8. NEW BUSINESS/OTHER BOARD BUSINESS**

The was a discussion surrounding identification for Board Directors attending partnership meetings and sponsored community events. There was a motion put forward for Maureen to source and purchase magnetic name tags for the Directors, with approval for up to \$250 allocated for the nametags.

**Moved ( Emma Fitzgerald )/Seconded ( Rhonda Evans Doyle )/CARRIED**

**That up to \$250** be approved for the purchase of Director Name tags and the name tags purchased.

**Resolution 2019/31**

10. **Next Meeting** – the next General Board Meeting is scheduled for **7:00pm on Monday, November 18, 2019 at Glocca Morra Farms Studio**. Bring treats for a seasonal get together.

**11. Meeting Conclusion**

The meeting concluded at 8:07 pm

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Amanda Milliken, Chair

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Maureen Mangan, Recorder