

PITTSBURGH COMMUNITY BENEFIT FUND

**Minutes from the Board of Director's Meeting
February 24, 2020, Holy Name Church, St. Joseph's Rm, 950 Old Kingston Mills Road
6:30 p.m.**

Present: Rodger Compton (Secretary)
Ryan Boehme
Emma Fitzgerald
Amanda Milliken (Chair)
Darrell Townsend
Alana Way
Colleen Emmerson
Gary Osterhof

Recorder: Maureen Mangan

Regrets: Rhonda Evans (Doyle) (Vice Chair), Steve Van Wynsberghe, George Sutherland

1. **Call to Order**
The meeting was called to order at 6:45 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 (Colleen Emmerson) /Seconded (Alana Way)/CARRIED
That the agenda be approved.

Resolution 2020/6

5. **Presentation of the draft Audit report from KPMG**
Katie Mahon of KPMG presented the draft financial statement for the year ending 2019 to the board. The report was reviewed in detail and Katie noted that there were some adjustments this year regarding some grants.

Moved (Ryan Boehme) /Seconded (Emma Fitzgerald)/CARRIED
That the audited statement be accepted.

Resolution 2020/7

It was noted that either Katie or Vicki would be in attendance to present the statement at the AGM in April. Maureen will confirm with Katie.

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

Moved (Alana Way) /Seconded (Colleen Emmerson)/CARRIED That the minutes of the PCBF Board meeting of January 27, 2020 be approved as amended. (added the dollar figure for the drop box)

Resolution 2020/7

7.. **Project Applicant Presentations**

Project applications and presentations were provided by the following groups:

- Pittsburgh Community Garden Association(Shane Wray) – Garden Drainage Repair
- Kingston East Business Association (Tara Williamson) – Party in the Park
- LaSalle Secondary School (Dan Bogle) - OFFSA Girls Rugby Championship
- Holy Name Public School (Alana Todd) – Sports Equipment
- LaSalle Secondary School (M.Sousa & J. Sanderson) – Revitalization of Technology Equip in the Great Hall
- LaSalle Secondary School (A.Hills) – Gould Lake Environmental Club
- Pittsburgh Scout Club (Geoffrey Priems and Sharon Blackwell & Group)– Scout Trip to Eurojam
- St. Mark’s Parrish (Alan Rumsey & Anne Patterson)– Accessibility Ramp for Church
- A.N.A.F. Club (M.Plant) – Roof Repair

After much deliberation, the following new projects were approved for funding for the following amounts.

- Kingston East Business Association – Party in the Park \$5,000.00
- LaSalle Secondary School - OFFSA Girls Rugby Championship \$5,000.00
- Holy Name Public School – Sports Equipment \$2,000.00
- LaSalle Secondary School – Revitalization of Technology Equip in the Great Hall
- Pittsburgh Scout Club – Scout Trip to Eurojam - \$4800.00
- St. Mark’s Parrish – Accessibility Ramp for Church \$45,000.00
- A.N.A.F. Club – Roof Repair \$25,000.00

The following continued projects were approved for funding for the following amounts.

- Boys and Girls Club \$30,000
- Barriefield Rock Garden \$7,000
- Joyceville Women’s Institute Seniors Dinner \$5,000
- East End Community Centre Splash Pad \$60,000
- Grass Creek Park Washrooms \$86,166.67
- Pittsburgh Sheep Dog Trials \$15,000

- South Pittsburgh Community Seniors Dinner \$5,000

Moved (Alana Way)/Seconded (Rodger Compton)/CARRIED

Resolution 2020/8

8. Business From Previous Meeting/New Business

The was a request to follow-up with the name tags for directors. Half the group preferred their name on the badge the other wanted a generic title, so the allocated funds were increased to \$400.

Moved (Darrell Townsend)/Seconded (Rodger Compton)/CARRIED

That up to \$400 be approved for the purchase of Director Name tags and the name tags purchased.

Resolution 2020/09

9. COMMITTEE REPORTS

7.1 Chair

Amanda advised that the location for the AGM needs to be confirmed. It was agreed that Colleen would contact the A.N.A.F. club for consideration and booking.

7.2 Secretary

Rodger reported that the TD Bank action had been completed.

7.3 Treasurer, including approval of payments

Colleen presented three invoices to pay.

- Computer Repair Services – CompuFix - \$221.00
- 37 hours of Admin Services for February \$1,110.00
- Annual Web Hosting – Veridian Design -\$335.76

Moved (Alana Way) /Seconded (Ryan Boehme)/CARRIED That the invoices be paid.

Resolution 2020/10

With the compilation of the Annual Report underway, a motion was put forward to allocate \$7,500 for the printing and mailing of the report.

Moved (Rodger Compton) /Seconded (Ryan Boehme)/CARRIED That the invoices be paid.

Resolution 2020/11

7.4 Investment Committee

There was no report as George was not present.

7.5 Projects – 2020 Project Status – previously discussed

7.6 Scholarship – 2020 process

It was noted again that 5 of the 15 scholarships this year will be directed to the skilled trades. Alana provided some suggestions for a revised form for the scholarship application with a goal of streamlining the process.

Scholarship applications can be mailed, dropped in a lock box at Glocca Morra Farms or delivered in person to the AGM. Details will be on the website.

Moved (Allana Way) /Seconded (Emma Fitzgerald /CARRIED That \$300 be approved for the purchase of a drop box.

Resolution 2020/11

8. NEW BUSINESS/OTHER BOARD BUSINESS

There was no new business.

10. Next Meeting – the next General Board Meeting will be the Annual General Meeting, scheduled for 6:30pm on Wednesday, April 22, 2020 at the A.N.A.F. Club

11. Meeting Conclusion

The meeting concluded at 9:00 pm

Amanda Milliken, Chair

Maureen Mangan, Recorder