

PITTSBURGH COMMUNITY BENEFIT FUND

**Minutes from the Board of Director's Meeting
January 18, 2021, Virtual Zoom Meeting due to Covid 19 Restrictions
7:00 p.m.**

Present: Rodger Compton (Secretary)
Rhonda Evans (Doyle) (Vice Chair)
Emma Fitzgerald
Amanda Milliken (Chair)
Alana Way
Steve van Wynsberghe
Colleen Emmerson

Regrets: Ryan Boehme, Darrell Townsend, Gary Oosterhof (attended at the end of the meeting), George Sutherland (due to tech difficulties)

Recorder: Maureen Mangan

1. **Call to Order**
The meeting was called to order at 7:05 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 2021/1

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

Moved (Alana Way) /Seconded (Emma Fitzgerald)/CARRIED That the minutes of the PCBF Board meeting of November 9, 2020 and December 9, 2020 be approved.

Resolution 2021/2

6.. **Business From Previous Meeting/New Business**
There was no business from previous meeting.

7. **COMMITTEE REPORTS**
7.1 Chair

Amanda discussed the challenges of working under covid restrictions and noted that the Board has adapted as best they could to continue with their work. She thanked the Board members for their amenability.

7.2 Secretary

No report.

7.3 Treasurer, including approval of payments

The process is underway to complete the signing authority for the new treasurer Emma Fitzgerald. The files and the cheque book will be dropped off at the auditors. A small cheque was received from TD bank for late interest fees and this will need to be deposited at CIBC.

7.4 Investment Committee

No report as George was unable to connect for the meeting.

George is coordinating a virtual meeting with Marc LeBlanc later this week and will email the investment committee the details.

7.5 Projects – 2020 Project Updates and 2020 process

Rodger reported that St. Mark's Church provided notice that they have completed their accessibility ramp. La Salle Secondary reported that they were able to move forward with their great room renovations and received their funding in September. Progress is underway with the new community centre and the Grass Creek washrooms are completed.

The deadline for the 2021 Project submissions is February 5, 2021. As of this date only one new project application has been received. The project committee is tentatively scheduled to have a zoom meet Monday, February 8 @7:00pm to begin the project reviews. Copies will be emailed out to everyone.

7.6 Scholarship – 2021 process

Alana advised that she would like the scholarship process to return to the usual process with the number of scholarships at 15 and the submission date pushed back to early spring. She noted that with the advent of Covid procedures, everyone seems to have adapted to the online submission and work, so applicants should be able to submit their forms electronically.

8. NEW BUSINESS/OTHER BOARD BUSINESS

There was no new business.

10. **Next Meeting** – the next General Board Zoom Meeting is scheduled for 7pm on Monday, February 22, 2021.

11. Meeting Conclusion

The meeting concluded at 7:45 pm

Amanda Milliken, Chair

Maureen Mangan, Recorder