

**PITTSBURGH COMMUNITY BENEFIT FUND**

**Minutes from the Board of Director's Meeting  
January 27, 2020, Glocca Morra Farm Studio, 1624 Hwy 15  
7:00 p.m.**

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

**Regrets:** Ryan Boehme, Gary Oosterhof, 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 (Darrell Townsend)/CARRIED**  
**That the agenda be approved.**

**Resolution 2020/1**

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

**Moved (Emma Fitzgerald) /Seconded (Steve van Wynsberghe)/CARRIED**  
**That the minutes of the PCBF Board meeting of November 18, 2019 be approved.**

**Resolution 2020/2**

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

## 7. COMMITTEE REPORTS

### 7.1 Chair

Amanda reported that she attended both Seniors Christmas dinners that were sponsored by the Board this year and noted that they were both well attended and well appreciated by members.

Amanda was also invited to a ground-breaking ceremony for the new East End Community Centre where the PCBF was noted as a contributor and Amanda worked one of the first shovels in the ground.

### 7.2 Secretary

Rodger presented a motion from the floor to close the TD account and move the funds to CIBC for amalgamation with the board account.

**Moved (Rodger Compton) /Seconded (George Sutherland)/CARRIED That the TD account be closed and the finances moved to the CIBC account.**

**Resolution 2020/3**

As signing authority, Amanda will take care of the paperwork for this transaction this week.

### 7.3 Treasurer, including approval of payments

Colleen presented one invoice to pay for 19 hours of administrative services.

**Moved (Allana Way) /Seconded (Darrell Townsend)/CARRIED That the invoice for \$570 be paid.**

**Resolution 2020/4**

### 7.4 Investment Committee

The Investment committee met with Marc LeBlanc to for a portfolio review.

Mark advised that the investments provided a 13% return for the year overall.

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

Rodger reported on the completion of the 2019 projects and provided a historical review of previous projects that received funding from PCBF.

The deadline for the 2020 Project submissions is February 7, 2020. The project committee is scheduled to meet Tuesday, February 18 @7:00pm at Amanda Milliken's house to begin the project review.

### 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 2020/5**

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

There was no new business.

10. **Next Meeting** – the next General Board Meeting is scheduled for 6:30pm on Monday, February 24, 2020 at Holy Name Church in St. Joseph's room. (the separate building beside the church)

11. **Meeting Conclusion**

The meeting concluded at 8:30 pm

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Amanda Milliken, Chair

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Maureen Mangan, Recorder