

**PITTSBURGH COMMUNITY BENEFIT FUND**

**DRAFT Minutes from the Board of Director's Meeting  
July 20, 2020, A. Milliken Residence, 1120 Butternut Creek Road  
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  
Colleen Emmerson  
Steve Van Wynsberghe  
George Sutherland

Recorder: Maureen Mangan

**Regrets:** Ryan Boehme Gary Osterhof

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 (Darrell Townsend) /Seconded (Rodger Compton)/CARRIED**  
That the agenda be approved.  

**Resolution 2020/13**
5. **Approval of Minutes of Previous meeting February 24, 2020 Moved (Darrell Townsend) /Seconded (Emma Fitzgerald)/CARRIED** that the minutes be approved as written.  

**Resolution 2020/14**
6. **Business Arising from the minutes**  
Review of final KPMG invoice and payment. While the final invoice from KPMG was emailed out to the entire board and a motion to pay was approved by

everyone, the issue was tabled again at this in-person meeting to formalize the action.

**Moved (Steve VanWynsbergh) /Seconded (Rodger Compton)/CARRIED**

**That** the final KPMG invoice be paid as approved by email.

**Resolution 2020/15**

AGM Discussion – as per discussion with Lawyer Eric Bennett – the meeting needs to be held within 90 days of the end of the emergency order. Discussion ensued around the challenges of re-advertising the AGM. There was no decision to put forward a new meeting date at this time.

## 7. COMMITTEE REPORTS

### 7.1 Chair

Amanda raised an issue of a security camera for the new washrooms at Grass Creek Park as a preventative measure against vandalism. She noted that the initial installation costs might be somewhere between \$10,000 to \$15,000. There was discussion around the monitoring of the security system, insurance costs etc. There was no conclusion and no motion for the concept.

### 7.2 Secretary

No secretarial report.

### 7.3 Treasurer, including approval of payments

Colleen presented three invoices to pay.

- Kingston Online Services – website and email hosting
- 35 hours of Admin Services for February and March, 2020 and 19, 32 hours of Admin services for April 1, 2020 – July 20, 2020
- Reimbursement for secure steel box for scholarship applications.

**Moved (Alana Way) /Seconded (Rhonda Evans Doyle)/CARRIED That** all the invoices be paid.

**Resolution 2020/16**

### 7.4 Investment Committee

George presented and discussed the recent investment report from Wood Gundy. At the end of the discussion it was noted that the investments were down about \$100,000. The investment will plan a meeting for early October.

### 7.5 Projects – 2020 Project Status – reiterated and updated from the previous meeting on July 20, 2020

- Kingston East Business Association (Tara Williamson) – Party in the Park  
**Cancelled due to Covid-19 restrictions**
- LaSalle Secondary School (Dan Bogle) - OFFSA Girls Rugby Championship -  
**Cancelled due to Covid-19 restrictions**

- Pittsburgh Scout Club (Geoffrey Priems and Sharon Blackwell & Group)– Scout Trip to Eurojam – **Cancelled due to Covid-19 restrictions.**
- A.N.A.F. Club (M.Plant) – Roof Repair – **Project completed.**
- St. Mark’s Parrish (Alan Rumsey & Anne Patterson)– Accessibility Ramp for Church – **project expected to complete.**
- Holy Name Public School (Alana Todd) – Sports Equipment – **project expected to complete**
- LaSalle Secondary School (M.Sousa & J. Sanderson) – Revitalization of Technology Equip in the Great Hall - **project expected to complete.**

Status update for the following continued projects.

- Boys and Girls Club \$30,000 - **project expected to complete.**
- Barriefield Rock Garden \$7,000 – **project expected to complete.**
- Joyceville Women’s Institute Seniors Dinner \$5,000 - **Cancelled due to Covid-19 restrictions.**
- East End Community Centre Splash Pad \$60,000 – **project expected to complete.**
- Grass Creek Park Washrooms \$86,166.67 – **project expected to complete.**
- Pittsburgh Sheep Dog Trials \$15,000 - **Cancelled due to Covid-19 restrictions.**
- South Pittsburgh Community Seniors Dinner \$5,000 - **project expected to complete.**

**7.6 Scholarship – 2020 process**

Scholarship applications have been received by mail and in the drop box. Alana requested that we increase the number of scholarships awarded this year, since the community is experiencing such great hardship during Covid-19.

**Moved (Allana Way) /Seconded (George Sutherland /CARRIED** That up to 35 scholarships be awarded this year if the qualifications are met.

**Resolution 2020/17**

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

There was no new business.

**10. Next Meeting – No new meeting date was set at this time with the uncertainty of the Covid-19 development and restrictions.**

**11. Meeting Conclusion**

The meeting concluded at 9:00 pm

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Amanda Milliken, Chair

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Maureen Mangan, Recorder