



PITTSBURGH COMMUNITY BENEFIT FUND

**DRAFT Minutes from the Board of Director’s Meeting
May 31, 2021, Virtual Zoom Meeting due to Covid 19 Restrictions
7:00 p.m.**

Present: Amanda Milliken (Chair)
Rodger Compton (Secretary)
Alana Way
Emma Fitzgerald
Ryan Boehme
George Sutherland
Colleen Emmerson
Darrell Townsend
Steve van Wynsberghe
Gary Oosterhof

Regrets: Rhonda Evans (Doyle) (Vice Chair)
Recorder: Maureen Mangan

1. **Call to Order**
The meeting was called to order at 7:07pm, 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 (Colleen Emmerson)/CARRIED That the agenda be approved as presented. **Resolution 2021/19**
5. **Review and Approval of Previous Minutes**
Moved (Colleen Emmerson) /Seconded (Rodger Compton) /CARRIED That the minutes of the PCBF Board meeting of May 31, 2021 be approved as written. **Resolution 2021/20**
6. **No Business Arising from the Minutes**
7. **COMMITTEE REPORTS**
 - 8.1 **Chair**
Nothing New to Report
 - 8.2 **Secretary**
No report.
 - 8.3 **Treasurer, including approval of payments**
An invoice for administrative services was presented for approval and payment
Moved (Alana Way) /Seconded (Ryan Boehme) /CARRIED,
That the invoice be paid. **Resolution 2021/21**

8.4 Investment Committee

George will follow up on the investment reports and plan a committee meeting.

8.5 Projects

Rodger provided an update for the track project at Holy Name School. Apparently, the service contractor advised the school that they could not honour their quoted fee for the paving of the track due to increased fees and pricing with Covid-19. The school has requested that they use their 2nd funding option from their proposal for a gravel track.

**Moved (Ryan Boehme) /Seconded (Colleen Emmerson) /CARRIED,
That the amendment to the track project be approved. Resolution 2021/22**

8.6 Scholarship – 2021 process

Alana provided a review of the scholarship applications received including 3 skilled trades applicants. She presented the recommendations from the scholarship committee.

**Moved (Darrell Townsend) /Seconded (Emma Fitzgerald) /CARRIED That the
recommendations from the scholarship committee be approved with up to 20
scholarships awarded this year, 2021.**

Resolution 2021/23

9. Annual General Meeting

Amanda will consult with Eric Bennett and he will advise on the status of an Annual General Meeting.

10. New Business – There was a general discussion about using a variety of social media platforms such as twitter, Instagram and facebook to promote board activities/events. Emma agreed to investigate this as needed.

11. Next Meeting – the next General Board Meeting is tentatively scheduled for the fall with date and format to be decided then.

12. Meeting Conclusion

The meeting concluded at 8:00 pm

Amanda Milliken, Chair

Maureen Mangan, Recorder