



**PITTSBURGH COMMUNITY BENEFIT FUND
BOARD OF DIRECTORS' MEETING**

MINUTES

**Monday, December 6, 2021
Virtual Zoom Meeting Due to Covid 19**

After AGM - 7:30 p.m.

Present: Amanda Milliken
Rodger Compton
Colleen Emmerson
Emma Fitzgerald
George Sutherland
Darrell Townsend
Steve van Wynsberghe
Alana Way
Maureen Mangan (recorder)

Regrets: Gary Oosterhof, Rhonda Evans Doyle

Also in attendance: Eric Bennett, Cunningham Swan Legal

1. CALL TO ORDER AND WELCOME

Chair Amanda Milliken called the general meeting of the board to order at 7:30 pm, just after the AGM.

2. PROOF OF NOTICE

Notice provided.

3. PECUNIARY INTEREST / CONFLICT OF INTEREST

No conflict of interest was declared.

4. APPROVAL OF AGENDA

Moved (Emma Fitzgerald) /Seconded (Colleen Emmerson) /CARRIED That the agenda be approved as provided.

Resolution 2021/31

5. PREVIOUS MINUTES

Moved (Rodger Compton) /Seconded (Ryan Boehme) /CARRIED That the minutes of the PCBF Board meeting of November 22, 2021, be approved as written.

Resolution 2021/32

6. BUSINESS ARISING FROM MINUTES

APPOINTMENT OF OFFICERS Due to ongoing Covid-19 restrictions and the meeting restrictions due to the state of emergency declaration, all Directors will continue to remain on the Board in their current positions to allow the Board to continue their work during the pandemic as approved at last year's AGM. The board members will have their term remain as it was prior to the lockdown. The committee and officer positions will remain the same as last year.

Moved (George Sutherland) /Seconded (Rodger Compton) /CARRIED That Director and committee positions remain as they are.

Resolution 2021/33

7. COMMITTEE REPORTS

7.1 **Chair** – Update from Eric Bennett regarding his retirement and announcement of the new lawyer, Mike Brown who will be his replacement.

7.2 **Secretary** – no report

7.3 **Treasurer, including approval of payments**

Moved (Emma Fitzgerald)/Seconded (Colleen Emmerson) CARRIED

That the following invoices be paid:

McDougall Insurance Invoice for 2022	\$8,278.92
Zoom Meeting Coordination and Meeting Services	\$200.00

Resolution 2021/34

7.4 **Investment Committee** – no report

7.5 **Projects – 2021 Project Updates and 2022 process**

Project committee Chair Rodger Compton provided a brief review and update of the projects that received funding from PCBF this year. The 2022 project applications will be garnered with a similar process and timeline as this year, with an early February submission deadline, and prior review by the committee in late February. Recommendations will be presented to the board at a March General Board meeting.

7.6 **Scholarship – 2021 recap and 2022 process**

The Board awarded 19 scholarships of \$1,500 to secondary school graduates in 2021. Upon commencement of the scholarship process in the spring of 2022, the scholarship committee will recommend and seek approval for a number of scholarships for 2022.

8. NEW BUSINESS/OTHER BOARD BUSINESS

There was no new business.

9. NEXT MEETING

The next general meeting of the Board was set for Monday, January 24, 2022 at 7:00pm via zoom.

10. MEETING CONCLUSION

The meeting concluded at 7:45pm.

Amanda Milliken, Chair

Maureen Mangan, Recorder