

**PITTSBURGH COMMUNITY BENEFIT FUND**

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

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

**Regrets:** Alana Way, Gary Oosterhof, Darrell Townsend  
**Recorder:** Maureen Mangan

1. **Call to Order**  
The meeting was called to order at 7:10pm, 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 (Rhonda Doyle) /Seconded (Colleen Emmerson)/CARRIED** That the agenda be approved as presented. **Resolution 2021/24**
5. **Review and Approval of Previous Minutes**  
**Moved (Emma Fitzgerald) /Seconded (Rodger Compton) /CARRIED** That the minutes of the PCBF Board meeting of May 31, 2021, be approved as written. **Resolution 2021/25**
6. **No Business Arising from the Minutes**
7. **COMMITTEE REPORTS**
  - 7.1 **Chair**  
**Amanda** reported that the sheep dog trials were permitted to utilize Grass Creek Park for the sheep dog trials with the provision that no spectators were allowed. She noted that the washrooms at the park have been completed and they are wonderful.
  - 7.2 **Secretary**  
No report.
  - 7.3 **Treasurer, including approval of payments**  
The following invoices were presented for review and payment:
    - a) Kingston Online Services – annual website and email domain hosting
    - b) Admin Services – June 1 – Oct 17, 2021
    - c) Barriefield Post office Box annual renewal

- d) Office Supplies and Office 365 renewal
- e) McDougall Insurance - Board Insurance Renewal – Colleen will contact them to inquire about rate increase prior to payment.

**Moved (Ryan Boehme) /Seconded (Steve VanWynesburgh) /CARRIED,  
That all the invoices be paid. Resolution 2021/26**

**7.4 Investment Committee**

George reported that the Board's investments showed a 14.2% increase over the year to date.

**7.5 Project Committee**

Nothing new to report.

**7.6 Scholarship Committee**

Nothing new to report.

**8. Annual General Meeting**

The Annual General Meeting is scheduled for Monday, December 6, 2021, at 7:00 pm. The meeting will be held virtually again this year due to Covid-19 increase concerns. The virtual meeting will be announced on the Board website with directions to email for joining the meeting. Meeting proxy forms will be posted on the website and emailed to directors.

**9. Next Meeting – the next General Board Meeting planned for November 22, 2021, at Amanda's house with a focus of AGM planning.**

**10. Meeting Conclusion**

The meeting concluded at 8:00 pm

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Amanda Milliken, Chair

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Maureen Mangan, Recorder