
Troy Community Land Bank Corporation

433 River Street, Suite 5000

Troy, New York 12180

Board of Directors Regular Meeting

Wednesday, January 20 2016 at 8:30 a.m.

433 River Street, Suite 5000, Troy, New York 2180

2015 Meeting Minutes

- I. **Call to Order:** Heather King, Chairman, called this meeting of the Troy Community Land Bank (TCLB) Corporation Board of Directors meeting to order January 20th 2016 at 8:31 a.m.
- II. **Roll Call:** Heather King noted the Board members that were present – Heather King, David Martin, Dylan Turek, Suzanne Spellen, Brian Barker, Richard Herrick, John Carmello, Frank Sarratori. Absent: Cynthia DeDominick
 - a. **Agent and Support:** Also in attendance: Chris Brown, Catherine Hedgeman
- III. **Minutes:** Approval of the December 2015 Board of Directors Meeting. Motion to approve by Heather King and seconded by Frank Sarratori. The December minutes were unanimously approved.
- IV. **Treasurers Report:** Frank Sarratori informed the board that no Treasurers Report had been generated for the month of December; two reports will be generated and reviewed at the February meeting.
- V. **Resolution to Approve Wall Restoration Contract with Chazen Companies:** Heather King motioned to approve the contract upon amendment. David Martin seconded; resolution tabled pending amendment.
- VI. **Old Business**
 - a. **Audit Firm:** Frank Sarratori discussed the bid proposals received for an auditing firm, and stated that Marvin & Company was the Finance Committee nominee.
 - b. **Choice Neighborhood Grant:** Chris Brown discussed the initial draft of the grant application written by Thomas Houlihan, Executive Director of the Troy Housing Authority.
 - c. **Property Update:** Chris Brown reported that debris removal had been completed at 790 and 822 River Street, as well as 3320 and 3322 Sixth Avenue. Additionally, a roof repair was completed at 49 Adams Street, and a roof replacement had been completed at 822 River Street.
 - d. **Habitat for Humanity Codevelopment Agreement:** Catherine Hedgeman stated that the Codevelopment Agreement was in the contract phase.
- VII. **Executive Session:** Heather King moved the board to Executive Session at 8:50 am; board returned at 9:49 am
- VIII. **Old Business (continued)**
 - e. **Resolution to Approve Wall Restoration Contract with Chazen Companies:** Frank Sarratori motioned to approve; Brian Barker seconded. Motion carried by unanimous vote.
 - f. **Insurance Renewal:** Catherine Hedgeman stated that renewal of the Land Bank's insurance contract with Brown & Brown could be approved via electronic vote if the vote were unanimous.

g. **Board Member Appointments:** Heather King noted that there were two vacant board member positions, and that David Martin would need to be reappointed.

IX. **Committees**

a. **Executive Committee:** Met to establish January meeting agenda.

b. **Hiring Committee:** Did not meet.

c. **Acquisition/Disposition Committee:** Did not meet.

d. **Governance Committee:** Did not meet.

X. **Adjournment:** Motion to adjourn by Heather King; seconded by Brian Barker; unanimously adopted at 10 am.