



**TROY COMMUNITY LAND BANK CORPORATION**  
200 Broadway, Suite 701  
Troy, New York 12180

**Executive Committee Meeting**  
Wednesday, January 20<sup>th</sup>, 2021  
9:30 am

This meeting was conducted electronically via Zoom and Telephone  
Meeting Recording Link: <https://youtu.be/6MNVsLg9na8>

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**I. Call to Order**

Ms. Hedgeman called the meeting to order at 9:35.

**II. Roll Call**

Chair King called for role.

Present:

Heather King, Committee Chair

Brain Barker, Committee Member

Suzanne Spellen, Committee Member

Also Present:

Kate Hedgeman, Counsel

Tony Tozzi, Staff

A quorum was declared.

**III. Novembler 03, 2020 meeting minutes**

Ms. Spellen made a motion to approve the meeting minutes, seconded by Mr. Barker.  
The minutes passed 3-0.

**IV. Payroll Protection Program – Resolution to accept forgivable loan**

An account may need to be created with the North Country credit union in order to receive the loan. A resolution will be called during the board meeting to approve this.

**V. December Board Meeting Agenda:**

**a. Real Estate Services – Resolution to award a contract**

**b. SEAT-TCLB Agreement – Resolution to amend agreement**

**c. Legal Services – Engagement and Retainer Arrangement**

Retainer is renewed each year, typically at \$215 but the new adjustment will be at \$275.

**d. Executive Director – Salary adjustment memo**

Current salary is \$75,000, the proposed range is between \$10,00-\$20,000 increase. The Board of Directors will be deciding on this. A formal evaluation may be scheduled to discuss the increase. The executive committee expressed their approval of the raise.

**VI. Executive Session – Attorney-Client privileged meeting**

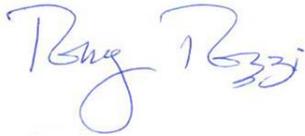
Mr. Barker made a motion to move to executive session, seconded by Ms. Spellen, passing unanimously 3-0.

**VII. Adjourn Meeting**

A motion to adjourn was made by Ms. King, seconded by Ms. Spellen, passing unanimously 3-0. The meeting adjourned at 9:56.

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Respectively Submitted,

A handwritten signature in blue ink that reads "Tony Tozzi". The signature is stylized and cursive.

Tony Tozzi,  
Executive Director