

**ANNUAL HOUSEKEEPING RESOLUTION APPROVING
APPOINTMENTS AND ADMINISTRATIVE MATTERS OF
THE LAND BANK**

A regular meeting of the Troy Community Land Bank Corporation (the “TCLB”) was convened pursuant to and was in all respects duly held pursuant to Governor’s Executive Order Chapter 1, Laws of 2022 permits the board to consider the use of telephone conferencing, “to the extent necessary to permit any public body to meet and take such actions authorized by the law without permitting in public in-person access to meetings and authorizing such meetings to be held remotely by conference call or similar service, provided that the public has the ability to view or listen to such proceeding and that such meetings are recorded and later transcribed; and due notice of the time and place of said meeting was duly given in accordance with the Governor’s Executive Order 202.1 (2020) on February 2, 2022 at 8:30 am o’clock local time, local time.

The meeting was called to order by the Chair of TCLB and, upon roll being called, the following members of the Agency were:

PRESENT:

Heather King	Chair	YES
Suzanne Spellen	Vice-Chair	YES
Elbert Watson	Treasurer	YES
Brian Barker	Secretary	YES
Andrew Cooper	Member	YES
Jeanette Nicholson	Member	YES
John Cubit	Member	NO
John Carmello	Member	YES
Krystina Marable	Member	YES
Patricia Reilly	Member	YES

WHEREAS, Troy Community Land Bank (the “Land Bank”) is authorized and empowered by the provisions of Article 16 of the New York State Not-For-Profit Law (the “Enabling Act”);

WHEREAS, under Section 1607 of the Act, the Land Bank has the power to make certain appointments and approve certain administrative matters; and

WHEREAS, the members of the Land Bank desire to make certain appointments and approve certain administrative matters;

NOW, THEREFORE, BE IT RESOLVED BY THE MEMBERS OF THE TROY COMMUNITY LAND BANK, AS FOLLOWS:

Section 1. The Land Bank hereby takes the following actions:

(A) Approves the appointments and the administrative matters described in Schedule A attached hereto.

(B) Approves, ratifies and confirms the policies described in Schedule B and contained in the Land Bank's Policy Manual.

NOW, THEREFORE, BE IT RESOLVED by the Troy Community Land Bank Corporation that:

1. The Land Bank hereby authorizes the Chairman, General Counsel and the Chief Executive Officer to take all steps necessary to implement the matters described in Schedule A attached; and
2. This Resolution shall take effect immediately.

The question of the adoption of the foregoing Resolution was duly put to a vote on roll call, which resulted as follows:

Heather King	VOTING	YES
Suzanne Spellen	VOTING	YES
Elbert Watson	VOTING	YES
Brian Barker	VOTING	YES
Andrew Cooper	VOTING	YES
Jeanette Nicholson	VOTING	YES
Krystina Marable	VOTING	YES
Patricia Reilly	VOTING	YES

The foregoing Resolution was thereupon declared duly adopted unanimously meeting the requirements of the TCLB bylaws requiring a majority of the Board approving this resolution.

SCHEDULE A

Confirmation of Regular Land Bank Meeting Schedule

Third Wednesday of the month at 8:30am

Board of Directors

Heather King	Chair
Suzanne Spellen	Vice-Chair
Elbert Watson	Treasurer
Brian Barker	Secretary
Andrew Cooper	Member
Jeanette Nicholson	Member
John Cubit	Member
John Carmello	Member
Krystina Marable	Member
Patricia Riley	Member

Appointment of Chief Executive Officer to the Land Bank

Anthony Tozzi, Executive Director

Appointment of Accounting Firm of the Land Bank

Bonadaio Group

Appointment of Land Bank Counsel

**Catherine M. Hedgeman, Esq.
Hedgeman Law Firm**

Appointments to the Executive Committee

Heather King, Chair
Suzanne Spellen, Vice Chair
Brian Barker, Secretary
Elbert Watson, Treasurer

Appointments to Governance Committee

Heather King
John Carmello
Andrew Cooper

Appointments to Audit Committee

John Cubit
John Carmello
Catherine M. Hedgeman, Esq.

Appointments to Finance Committee

Elbert Watson, Chair
John Cubit
John Carmello

Appointments to Marketing Committee

Suzanne Spellens, Chair
Andrew Cooper
Jeanette Nicholson

Appointments to Acquisition and Disposition Committee

Brian Barker, Chair
Heather King
Jeanette Nicholson
Elbert Watson

Approval and Confirmation of Land Bank Policies

See Schedule A Attached Listing Land Bank Policies

Appointment of Contract/Procurement Officer

Anthony Tozzi, Executive Director

Appointment of Investment and FOIL Officer

Anthony Tozzi, Executive Director

SCHEDULE A

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