



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

**Executive Committee Meeting**

Tuesday March 23<sup>rd</sup>, 2021

4:30 PM

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This meeting was conducted electronically via Zoom and Telephone  
Meeting Recording Link: <https://youtu.be/KmejxawTRw4>

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**I. Call to Order**

Ms. King called the meeting to order at 4:34PM.

**II. Roll Call**

Chair King called for roll call.

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. Review February 09, 2021 meeting minutes**

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

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

Not needed

**V. Annual Board Agenda – March 31, 2021, 6:00 PM:**

- a. Adopt Annual Report

Finance committee recommends the Executive committee adopt the annual report.

- b. Accept 2020 Audited Financial Statements
- c. Appoint Treasurer – Elbert Watson
- d. Other agenda items- none

**VI. Monthly Board Agenda – March 31, 2021, 6:30 PM:**

- a. Award contract – 54 Fifth Avenue heating & plumbing

Derek Jeter’s bid was the lowest received, the board recommends awarding him the contract. This work is for radiator, heating, and domestic hot water.

- b. Award contract – Property maintenance services

The board recommends the contract be awarded to Tripp. Ilium will be contracted for outside work, below RFP requirements.

- c. Authorize gap loan approval – 11 Winnie Avenue

Funding is provided for upcoming expenses, but currently the enterprise loan will only cover immediate expenses, causing an issue in TCLB’s cash flow. This loan will cover enough expenses to finish and sell 11 Winnie Ave.

Ms. Hedgeman and Mr. Tozzi will have a call with Ameristar to clarify terms.

- d. Executive Director–Compensation


**VII. Other agenda items**

May 22<sup>nd</sup> is the TCLB retreat.

**VIII. Adjourn Meeting**

Ms. King made a motion to adjourn the meeting, Ms. Spellen seconded, passing 3-0. The meeting adjourned at 5:01PM.

Respectively Submitted,



Tony Tozzi,  
Executive Director