



April 2024 Board Meeting
April 17, 2024

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

MEETING MINUTES

1. Call to Order

- a. The April 2024 meeting of the board of directors was called to order at 8:31am by Ms. Spellen.

2. Roll Call

- a. Ms. Spellen called the roll. Suzanne Spellen (SS), Brian Barker (EW), Elbert Watson (EW), Andrew Cooper (AC), Catherine Hedgeman (CH, TCLB Counsel), Jamie Magur (JM), and Reverend Burkes (public)

3. Meeting Minutes: AC motion to approve minutes, JM second. Board approved.

4. Old Business

- a. SS noted that TCLB has conducted interviews for a new ED for the TCLB.
- b. Finances were discussed. EW continues with paying TCLB bills. TCLB is current with paying invoices. EW noted that TCLB is receiving trash removal bills from the City. CM noted that the TCLB should be exempt from these bills by statute and will send a letter to the City to explain.

There is ~\$68K in the Pioneer account and Mr. Watson is paying TCLB bills. There is ~\$37K in the ARPA fund account. It was discussed that the LBI has funds available to TCLB for reimbursing administrative expenses.

Our bookkeeper has been contacted for updating financial records from 2023. Entering the backlog of financial transactions with the correct expense allocations is needed. Pronexus (who work for the City of Troy) was recommended by the City to the TCLB for bookkeeping and for PARIS report filing. CM is sending contact info to TCLB.

- c. The City called TCLB to report that 3360 6th Avenue had squatters. TCLB is addressing.
- d. SS has reported that SEAT has almost completed what they are contracted to complete on 791 River. SS, BB & JM will be making a site visit on Friday to review status of work. *(Post Meeting Note: Plumbing is delayed and punchlist work is ongoing, an additional gypsum board layer is required on the first floor ceiling for fire separation and to secure a Certificate of Occupancy from the City.)*
- e. TCLB will need to move from its location on Broadway. EW noted that there is space available in the TRIP offices on River Street and that he will confirm the space's availability to the TCLB.
- f. CM mentioned that an inspection of 103 Ferry is required prior to sale. JM is available for a walkthrough. CM to arrange the walkthrough time.

- g. SS noted that a \$300/year service is available to monitor website and work with our website designer to maintain and improve the website. Attendees agreed that this is desirable.

5. New Business

- a. **Resolution Appointing Suzanne Spellen as Acting Chair of the TCLB:** BB motioned, AC seconded, Motion passed.
- b. **Resolution to Approve Amendments to the Land Bank Initiative Agreement:** AC motioned, JM seconded, Motion passed.

6. Adjournment

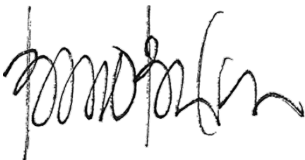
- a. Meeting adjourned at 9:35am. Motion to adjourn by AC. Seconded by Mr. EW. Motion passed. Board entered into executive session after adjournment.

5. Next Meeting

- a. Next meeting will take place on Wednesday, May 15, 2024 at 8:30 AM at the Troy City Hall, 433 River Street in the Planning Department's conference room.

These minutes reflect our understanding of the business transacted and the decisions made at this meeting. Please provide corrections or additions to our office within (14) days of the date indicated below. **Note: Items italicized happened after the meeting and are included for clarification purposes.**

Recorded by,



Brian L. Barker, Secretary
May 14, 2024