



December 2024 Board Meeting
December 18, 2024

TROY COMMUNITY
LAND BANK CORPORATION
415 River Street, Suite 1
Troy, New York 12180

MEETING MINUTES

1. Call to Order:

- a. The December 2024 meeting of the TCLB board of directors was called to order at 8:33am by Jamie Magur (JM).

2. Roll Call:

- a. Jamie Magur called the roll. Present: Suzanne Spellen (SS), Brian Barker (BB), Andrew Cooper (AC), , Monica Kurzejeski (MK), Tamara DeMartino (TD), Bradley Lewis (BL, TCLB ED), and Paul Donnelly (PD, TCLB PM)
Absent: Brian Sano (BS), Bob Connelly (BC), Seamus Donnelly (SD), Matt Chauvin (MC, TCLB Interim Counsel)
- b. Guests: None.

3. Meeting Minutes:

Motion made by MK to approve the November 12th and 20th, 2024 board meeting minutes with minor edits. SS seconded. Motion passed unanimously.

4. Financial Report:

BL reviewed the P&L and end of year reports. TCLB's balance sheet shows ~\$130K for the end of year. BL noted that the P&L is more an indication of cashflow from month to month. The 2023 Paris Report has been drafted. Once portal access is granted to BL, a submission will be made after the January Board Meeting.

5. Executive Director's Report:

BL reviewed the ED report. 791 River Street ready for sale. LBI Phase 2 update includes completed roofing projects and six projects to move forward.

6. Resolutions:

a. Resolutions to enter into contract for the following properties:

- **785 River Street** – Debris Removal RFP awarded to Silver Crest. Motion by SS, Second by BB. Motion passed unanimously.
- **3229 6th Avenue** – Back Deck RFP awarded to M. A. Schafer. Motion by AC, Second by BB. Motion passed unanimously.
- **3230 6th Avenue** – Back Deck RFP awarded to M. A. Schafer. Motion by MK, Second by SS. Motion passed unanimously.
- **32 Glen Avenue** – Foundation RFP awarded to Connelly. Motion by SS, Second by BB. Motion passed unanimously.
- **3209 7th Avenue** – Joists RFP awarded to Pelco. Motion by BB, Second by AC. Motion passed unanimously.
- **3211 7th Avenue** – Joists RFP awarded to Pelco. Motion by MK, Second by SS. Motion passed unanimously.
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b. Resolution to sell the following properties:

- **17 Park Avenue – List for Sale for \$65K.** Motion by TM, Second by JM. Motion passed unanimously.
- **3215 6th Avenue – Contract for Sale for \$40K.** Motion by JM, Second by AC. Motion passed unanimously.

7. Old Business:

- a. New TCLB website will go live on January 1st.
- b. RFP for Auditing Services: Audit Committee to review at next committee meeting.
- c. RFP for Insurance Broker and Legal Services: Executive Committee to review at next committee meeting.
- d. ARPA Contract: The façade program, initially conceived as being funded through ARPA, cannot be funded with ARPA or LBI funds according to Land Bank Law. The TCLB will explore alternative funding through community partners.

8. New Business

- a. None.

9. Adjournment

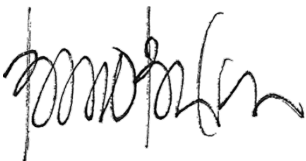
- a. Meeting adjourned at 9:24am. Motion made to adjourn by MK. Seconded by SS. Motion passed unanimously.

10. Next Meeting

- a. Next meeting will take place on Friday, January 17, 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, TCLB Secretary
December 18, 2024