



February 2025 Board Meeting  
February 19, 2025

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

## MEETING MINUTES

### 1. Call to Order:

- a. The February 2025 meeting of the TCLB board of directors was called to order at 8:32am by Jamie Magur (JM).

### 2. Roll Call:

- a. Jamie Magur (JM) called the roll. Present: Suzanne Spellen (SS), Brian Barker (BB), Andrew Cooper (AC), Monica Kurzejeski (MK), Tamara DeMartino (TD), Seamus Donnelly (SD), Brian Sano (BS), Bradley Lewis (BL, TCLB ED), and Paul Donnelly (PD, TCLB PM)  
Absent: Bob Connelly (BC)
- b. Guests: Rev. Burkes, TCLB Realtor
- c. Counsel: Michele Marinello (MM)

### 3. Meeting Minutes: Motion made by MK to approve the January 17 board meeting minutes. Second by BS. Motion passed unanimously.

### 4. Financial Report: BL reviewed the P&L and end of year reports highlighting \$50k in LBI receivables, payroll accounting and 3215 6<sup>th</sup> Avenue closing.

### 5. Executive Director's Report: BL reviewed the ED report highlighting the LBI Phase 2 update, status of 791 River Street and 3215 6<sup>th</sup> Avenue closings. The 791 River closing is moving forward as a non-owner occupied deal. PD reported that there will be 9 capital improvement projects completed by the end of the month.

### 6. Resolutions for Consideration:

#### a. A&D Committee Resolutions:

- **TCLB Development Process Flow Chart: Resolution to adopt flow chart.** BL presented. Motion by BB, Second by MK. Motion passed unanimously.
- **17 Park Avenue: Resolution to enter into sale contract and/or listing agreement.** Motion by JM, second by SD. Motion passed unanimously.
- **332 9<sup>th</sup> Street: Resolution to accept property gift from TRIP.** Motion by JM, second by AC. Motion passed unanimously.
- **90.63-1-28 3244 6<sup>th</sup> Avenue & 90.63-1-29 3246 6<sup>th</sup> Avenue: Resolution to pursue properties.** Motion by JM, second by AC. Motion passed unanimously.
- **84 Ida Street: Resolution to pursue property.** Motion by JM, second by SD. Motion passed unanimously.
- **112.37-4-1 Robbins Avenue, 111.44-8-8 Lincoln Avenue: Resolution NOT to pursue.** Motion by JM, second by AC. Motion passed unanimously after discussion of the foreclosure list process and conflict of interest policy for Board Members and Employees.

**7. Old Business:**

- a. None

**8. New Business**

- a. WOH Discussion of By-Law Change Summary Recommendations: MM noted minor revisions to bring by-laws more into compliance with PAL. MM noted the committee structure of Corporation Committees as advisory and Board Committees as binding. Attendees also discussed reaching out to the school boards to fill their TCLB board seats.
- b. Other Business:
- Audit Committee to meet before March 19, 2025 Regular Meeting to address audit as presented by Bonadio.
  - Governance Committee to meet before March 26, Annual Meeting to address By-law revisions as presented by WHO.

**9. Adjournment**

- a. Board adjourned to Executive Session at 10:03am. Motion by JM, second by SS. Regular Board Meeting adjourned at 10:14am. Motion by BB, seconded by SD. Motion passed unanimously.

**10. Next Meeting**

- a. Next meeting will take place on Wednesday, March 19, 2025 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  
**February 19, 2025**