



January 2025 Special Board Meeting  
January 24, 2025

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

## MEETING MINUTES

**1. Call to Order:**

- a. The January 2025 meeting of the TCLB board of directors was called to order at 8:30am by Jamie Magur (JM).

**2. Roll Call:**

- a. Jamie Magur (JM) called the roll. Present: Suzanne Spellman (SS), Brian Barker (BB), Andrew Cooper (AC), Tamara DeMartino (TD), Brian Sano (BS), Bob Connelly (BC) Bradley Lewis (BL, TCLB ED), and Paul Donnelly (PD, TCLB PM)  
Absent: Seamus Donnelly (SD), Monica Kurzejeski (MK)

**3. Meeting Minutes:** N/A

**4. Insurance Brokerage Presentation:** Elisa Leibowitz with the Upstate Agency presented for TCLB's insurance brokerage services with Q&A and discussion following.

**5. Counsel Presentation:** Attorney Nicole Green with WOH reviewed the TCLB by-laws and policy book with recommendations for possible revisions ranked in 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> tier priorities.

**6. Insurance Brokerage Presentation:** Zach Flauster with the Ten Eyck Group presented for TCLB's insurance brokerage services with Q&A and discussion following.

**7. Resolution to Award RFP for Insurance Brokerage Services to Upstate Agency:** Motion by JM, seconded by TD. Motion passed unanimously.

**8. Adjournment**

- a. Meeting adjourned at 9:51am. Motion made to adjourn by JM. Seconded by TD. Motion passed unanimously.

**10. Next Meeting:** N/A

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  
January 24, 2025