



Executive Committee Meeting
December 1, 2025

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

MEETING MINUTES

1. **Call to Order:**
 - a. The TCLB Executive Committee meeting of the TCLB was called to order at 8:42 am by Jamie Magur (JM).
2. **Roll Call:**
 - a. JM called the roll. Jamie Magur (JM), Brian Barker (BB), Suzanne Spellen (SS) and Bradley Lewis (BL, TCLB ED), Paul Donnelly (PD, TCLB PM). Absent: Monica Kurzejeski (MK)
3. **Meeting Minutes:** November 12, 2025 meeting minutes were approved 3-0, 1st by SS, 2nd by BB
4. **Discussion Items**
 - a. Sheetrock Bid – JM motioned to award to the Finishers for \$21,600 and BB 2nd, motion passed 3-0
5. **Old Business**
 - a. Executive Committee meeting items
 - i. Employee Compensation – No discussion made
 - ii. Time and Attendance policy – No discussion made
 - b. Lease for rentals – No discussion made
6. **New Business**
 - a. **Giving Tuesday to move forward**
7. **Other Business** – Next Executive Committee Meeting will be Friday, January 16, 2026.
8. **Motion to Adjourn**
 - a. **Motion made to adjourn at 8:52 am by SS. Seconded by JM. Motion passed unanimously.**

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
December 1, 2025