



December 2025 Board Meeting  
December 17, 2025

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

## MEETING MINUTES

1. **Call to Order:**
  - a. The December 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:** Brian Barker (BB), Suzanne Spellen (SS), Andrew Cooper (AC), Bob Connelly (BC), Tamara DeMartino (TD), Monica Kurzejeski (MK), Kim Ashe-McPherson (KA), Brian Sano (BS), Bradley Lewis (BL, TCLB ED), and Paul Donnelly (PD, TCLB PM)  
**Absent:** Seamus Donnelly (SD), **Guests:** Rev. Burke
  - b. Counsel: Michelle Marinello (MM)
3. **Meeting Minutes:** Motion made by BS to approve the October 22nd, 2025, board meeting minutes. Second by MK. Motion passed unanimously.
4. **Other Business:** JM made a motion to go into executive session to discuss employee pay and policies, 2<sup>nd</sup> by MK, passed unanimously. No action was taken in executive session. Following executive session, MK made a motion to approve salary increases outlined in the budget for 2026, SS 2<sup>nd</sup> and it was approved unanimously.
5. **Financial Report:** BL presented the Financial Report.
6. **Executive Director's Report:** BL reviewed the ED report with the following highlights:  
**LBI Phase II Update:**
  - Our grant was extended to June 1<sup>st</sup> 2026.
  - Façade Program: PD updated the status of the properties for façade program. 8 of 13 jobs complete. 1 needs 2 windows (they are ordered), 1 needs minor grading, the other 3 are underway.
  - 834 River Street – Jan 15, 2026 projected finish date.
  - 871 River Street – Drywall and taping completed by year end. Interior fixtures and finishes remain. Feb mov in anticipated.
  - 3340 6<sup>th</sup> Avenue – 40% complete, April 2026 completion.
7. **Resolutions and A&D Committee Recommendations: no report**
8. **Old Business:**
9. **New Business:**
  - RESOLUTION 25.52 to declare certain property as surplus and dispose of it, 1<sup>st</sup> TD, 2<sup>ND</sup> SS, Pass 9-0
  - Motion to approve Northeast Urban Construction 1<sup>st</sup> Jm, 2<sup>nd</sup> TD, passes 9-0. \$14,900 for finish carpentry at 871 River St.
10. **Other Business:**
11. **Adjournment**

- a. Regular Board Meeting adjourned at 9:32 AM. Motion by BS, seconded by TD. Motion passed unanimously.

**11. Next Meeting**

- a. Next meeting will take place on Wednesday, January 21, 2025, at 8:30 AM at the Troy City Hall, 433 River Street in the Planning Department's conference room. November meeting is cancelled

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,

A handwritten signature in black ink, appearing to read "Brian L. Barker".

Brian L. Barker, TCLB Secretary  
**December 17, 2025**