



## BOARD MEETING SUMMARY

**DATE:**

01/14/15, 9:00 a.m. – 10:45 a.m.

**LOCATION:**

200 Harrison Street, Jamestown

**Attendees:** Peter Lombardi (Chair), Mark Geise (Executive Director), Vince DeJoy (Member), Jim Caflisch (Treasurer), Gina Paradis (Administrative Director), Jeff Gossett (Secretary), John Hemmer (Leg. Rep.), Steve Abdella (Attorney), Bill Carlson (Member)

**Guests:** Pat Gooch; Planner, Chautauqua County  
Paul Whitford; Leg. Rep, to be confirmed for board

### HIGHLIGHTS

<b>1</b>	<b>Welcome:</b> Pete introduced Pat Gooch, who has recently been hired for the Junior Planner position for the County Planning & Economic Development office, and Paul Whitford, who will be our new Legislative Rep upon confirmation at the next meeting of the Legislature
<b>2</b>	<b>Approval of Minutes</b> - Minutes of 11/14/2014 meeting approved by motion from Bill C.; Seconded by Vince D.
<b>3</b>	<b>Financial</b> – Mark reviewed the year-end financials, with no questions from the board. The CCLBC annual financial audit will be completed in January by BWB, as required by the Public Authorities Act. The cost is a little higher this year, although kept low by piggy-backing the IDA audit RFP. The bylaws will require us to change firms after a designated # of years. Resolution to hire BWB was approved by motion from Jim C., seconded by John H.
<b>4</b>	<b>Board Membership</b> – Mark reviewed the pending appointments to our Board - Hugh and Scott Butler; Hugh has his Masters in Urban Planning, a background in Organizational Development and owns his own consulting firm, and Scott has his MBA with a Communications Major, and is currently working for TLC. CVs were included in packet. Both gentlemen bring valuable experience and perspectives to the board. They will likely attend next month and will be replacing Mike Bradshaw and Brian Lydic. Paul Whitford, introduced earlier, will replace Beth Kresge as a Legislative rep. <b>Standing Committees</b> - Peter reviewed the Committees that we are required to

	<p>have under the Public Authorities Act, and asked again for volunteers to serve. Currently the committees are populated as follows:  Governance – Steve Neratko, 2 openings (perhaps Hugh will fill one?)  Audit – Bill, Jeff, John (will need to meet prior to annual meeting in March to review Audit findings)  Finance - Peter, Jim, Vince  Peter suggested that the Governance Committee could also act as the nominating committee – officer slate needs to be presented at March meeting. The Vice-Chair position is currently vacant.</p>
<b>5</b>	<p><b>NYS Land Bank Association</b> – Mark and Gina reviewed the purpose of the Resolution to support the formalization of the NYS LBA as a 501c(3) and the request for an annual dues expense to support their efforts. This group has been invaluable to networking, benchmarking, trouble-shooting and advocacy efforts. The resolution authorizing the annual expense for dues was unanimously approved with a motion from Jeff G., seconded by Jim C.</p>
<b>6</b>	<p><b>OAG Grant</b> – Gina reviewed the 2015-2016 Grant award, which was funded at \$1.3M, and 100% of our request. The grant will overlap our current grant period by a year, and provide funding for additional residential demolitions, REO acquisitions, marketing, and another year of compensation for the staff and consultants. Additionally, 10 Mixed-Use properties will be demolished with this funding, which will provide an invaluable benefit to our rural communities with blight on their Main Street gateways. The Resolution accepting the award and authorizing the execution of contracts was approved with a motion by Jim C., seconded by Bill C.</p>
<b>7</b>	<p><b>Property Donation</b> – Mark reviewed two Wells Fargo donations; one for a lot, post-demolition in Kennedy, and the other for a small home in Gerry which was offered with a cash donation of \$15,000 to repair code issues. The donations were accepted by resolution with a motion by Jeff G., seconded by John H.</p>
<b>8</b>	<p><b>Property Status</b> – Gina reviewed status of inventory and discussed challenges and realtor feedback regarding the sale of properties. The group discussed the feasibility of collapsing the timeframe that properties are held and expediting the various processes that feed into the marketing and sale of the parcels. The Acquisition and Disposition Committee will review in more detail.</p>
<b>9</b>	<p><b>Director’s Report</b> - Gina reviewed the activities of the past quarter, no immediate discussion ensued.</p>
	<p><b>Other</b> –The meeting was adjourned with a motion by Jim C., seconded by John H. The Board adjourned with plan for several members to attend the site visit/tour of the completed renovation at 1309 Newland Ave. directly following the meeting.</p>

**Next Meeting: February 11, 2015; 9a.m.**