



**BOARD MEETING SUMMARY**

**DATE:** August 9, 2017

**LOCATION:** Main Conference Room,  
Jamestown Airport

**Attendees:** Jim Caflisch, Diane Hannum, John Hemmer, Hugh Butler; Bill Carlson; Nicole May

**Excused:** Aaron Resnick

**Absent:** Paul Whitford

**Staff:** Gina Paradis, Steve Abdella (Legal Counsel)

**Guests:** Glenn Hurl (Dunkirk/Forestville), Mike Decker (Dunkirk)

**HIGHLIGHTS**

<b>1</b>	<b>Jim C. opened the meeting</b> at 9:00, and reviewed the agenda; Guests were introduced Glenn Hurl and Michael Decker of Dunkirk, and given privilege of the floor.
<b>2.</b>	<b>Priv. of the Floor</b> – no requests for comments were received.
<b>3</b>	<b>Minutes</b> - minutes from July were approved with a motion by Hugh., seconded by Diane H. Carried Unanimously.
<b>4</b>	<b>Property Disposition</b> –Two properties were approved unanimously by the board for sale: 67 Allendale Jamestown, which will be sold to CHRIC for their first-time homebuyers program, and 96 W. Main St. Westfield, to a local architect for a gut-rehab and sale to a family member.
<b>5</b>	<b>Tax Foreclosure Acquisitions</b> – Gina P reviewed the status of the foreclosure acquisitions and the status of the Hideaway Bay solicitation for Expressions of Interest (EOI).
<b>6</b>	<b>Approval/Appointment of Part-Time Project Manager</b> – with funding made available from the Neighbors for Neighborhoods (N4N) Rental Rehab Program, a part-time position will be added for an initial 2 year period for a field project manager to assist with property assessments, renovation scopes of work and renovation oversight. This position will have primary responsibility for the N4N Rehab work and assist in monitoring the Sales 4 Rehab projects.
<b>7</b>	<b>Financial Update</b> – Jennifer C. reviewed the current year-to-date financials and answered board questions regarding the figures and our grant spend-downs.

<b>8</b>	<b>Meetings</b> –Sept. – Dunkirk; Oct.- Mayville; Nov.- Jamestown
<b>9</b>	<b>Adjournment</b> – Motion by Nicole M., seconded by Hugh B., Carried unanimously

Resolutions:

**Resolution for Regular Meeting of  
Chautauqua County Land Bank Corporation Board of Directors  
Aug 9, 2017**

**Resolution # 8-9-17-01 Authorizing Transfer of Property**

RESOLVED, that the Chairman, Vice-Chairman, and Executive Director are each separately authorized to transfer the property to the prospective purchaser listed below and to their spouse, family members, and business partners, if applicable, or to their designated business entity, upon such terms and conditions negotiated and approved by legal counsel based on the proposals received and reviewed by the Board:

<u>Property Address</u>	<u>Property Tax ID #</u>	<u>Purchaser</u>
67 Allendale Dr., Jamestown	387.20-4-30	CHRIC
96 W. Main St., Westfield	209.08-1-28	Edward & Maria Mallia

**Resolution # 8-09-17-02 Authorizing Appointment of Part-Time Project Manager**

RESOLVED, that the Executive Director is authorized to appoint Michael DiGirolamo, 89 Lovall Ave., Jamestown, New York, to the position of Project Manager of the Chautauqua County Land Bank Corporation effective August 14, 2017, at a salary of \$1917/month, based on approximately 20 hours per week, and upon such other terms and conditions determined by the Executive Director, and to serve at his pleasure in an “at will” capacity.