



BOARD MEETING SUMMARY

DATE: June 14, 2017

LOCATION: Conference Room A, Jamestown Airport, Jamestown NY

Attendees: Jim Caflisch, Nicole May, Diane Hannum, Hugh Butler, John Hemmer, Paul Whitford, Aaron Resnick, Bill Carlson

Excused: Scott Butler, Nicole May, Hugh Butler

Staff: Gina Paradis, Steve Abdella (Legal Counsel)

Guests: Nicole Gugino, Valerie Pawlok, Michael Decker

HIGHLIGHTS

1	Jim C. opened the meeting at 8:30, and reviewed the agenda; Guests were introduced and given privilege of the floor.
2.	Priv. of the Floor – Valerie P. spoke about her involvement in the community and needs for improvements on Main St.
3	Minutes - minutes from May were approved with a motion by Paul W., seconded by Bill C. Carried Unanimously.
4	Property Disposition –Properties below were approved for negotiated sale: 617 Eagle – no action; several post demo lots were approved for transfer: 111 Hazzard St. Jamestown; 942-944 E. Second St., Jamestown; Lord St. Dunkirk 7326 N. Main, Stockton. The dispositions were approved unanimously.
5	Tax Foreclosure Targets – Gina P reviewed the preliminary foreclosure acquisition targets and the Board discussed again, at length, the issue of tenancy in many of the foreclosure properties and how that might impact the Land Bank’s acquisitions. Due to the number of redemptions this year, the Land Bank may be forced to accept several occupied properties to meet the target acquisition of 18-20 homes.
6	N4N (Rental Rehab) Grant – Gina P. provided an overview of the legal documents required for the program and how restricted covenants would be handled, using Syracuse’s legal documents as a template. The group discussed the potential properties identified for the program, potential landlord partners and criteria, and program marketing considerations.
7	Governance Discussions - Gina P. provided quick reminder regarding

	evaluations and compliance regarding the Code of Ethics, Financial Disclosures, Fiduciary Responsibility forms and Board training requirements. While all board members are in compliance with their financial disclosures, it was requested that everyone complete a Fiduciary Responsibility Acknowledgement and complete the mandated online training with in the next 45 days if possible. Copies of all of these forms would be included in the Board Orientation Binders and summarized in the Board Candidate Overview of Responsibilities.
7	Meetings –July – Mayville; August – Jamestown; Sept. – Dunkirk
8	Adjournment – Motion by Paul W., seconded by Bill C., Carried unanimously

Resolutions:

**Resolution for Regular Meeting of
Chautauqua County Land Bank Corporation Board of Directors
May 10, 2017**

Resolution # 6-14-17-01 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>
942-944 E. Second St. Jamestown (Lot)	370.20-6-24	Butera
111 Hazzard St. Jamestown (Lot)	387.15-8-33	Lundmark
7326 N Main Stockton (Lot)	214.08-1-26	Steinberg