

# Kingston City Land Bank, Inc.

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Daniel Kanter, Chair  
Callie Jayne, Vice Chair  
Bartek Starodaj, Secretary  
Omari Washington, Treasurer

Brenna L. Robinson, Executive Director

## MEETING MINUTES February 26, 2019 City Hall, Conference Room #1, 6:30 PM

Board Members Present: Ilana Berger, Callie Jayne, Daniel Kanter, Steven Noble, Anezka Sebek, Bartek Starodaj, Matthew Gillis, Stephan Knox, Omari Washington

Board Members Absent:

Staff Members Present: Brenna Robinson

Others Present: Susan Gillespie (Citizens for Local Power), George Heisenbuttel

**Call to Order** – The meeting was called to order by Daniel Kantar at 6:39 PM.

**Reading & Approval of Minutes of Previous Meeting(s)** – The minutes of the January meeting were approved unanimously by the board.

### **Unfinished Business & General Orders** –

The board discussed and voted on the final Mission & Vision statement.

The board discussed Anezka's suggestion to incorporate language around the right to have a safe, affordable, and quality place to live and around the importance of the city's built environment. The board amended the first sentence of the mission statement to reflect the former.

A motion to vote on the following statement was made by Ilana Berger, seconded by Omari Washington. The motion was passed unanimously.

*We believe everyone has the right to a safe, affordable, and high quality place to live. Therefore, the mission of the City of Kingston Land Bank is to foster an equitable community where vacant or distressed properties are transformed into community assets that improve the quality of life for Kingston residents, stabilize and enhance neighborhoods, and create new pathways for social and economic development.*

### **New Business** –

Committee Report-Outs

Finance

- Committee went over example procurement policies and chose the Newburgh model to present to the board for a vote. The board discussed the procurement policy and, per Daniel Kanter's recommendation, decided to table a vote on the policy until next month's meeting to allow for detailed review of the policy by the board.

Communications

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- Callie Jayne provided an overview of the comprehensive communications plan that the committee developed to gather feedback and information for the disposition policy. This includes use of social media and website, branding the properties, and hosting community “pop-up” days on the properties to invite input on the survey.
- Discussion was focused also on the survey and the best way to frame & formulate the questions. The committee will finalize the survey in the March committee meeting and continue to work on the overall communications strategy.

## Governance

- The committee reviewed its core functions , e.g, finding candidates to fill any vacant seats.
- The committee discussed creation of a protocol for bringing in experts into committees for certain periods of time and what methods of enforcement it has at its disposal.
- The committee will skip its March meeting. The next meeting will be in April.

## Acquisition/Disposition

- The committee discussed an amendment in the acquisition policy to “get a better deal” from the city, i.e., in relation to back taxes.
- The committee discussed the process for crafting a disposition policy. Highlights: Public forum in May, a vote on the disposition policy in June.

Brenna Robinson will get out the RFP for the marketing & website this week for committee input by March 1.

In general, the board discussed the need to send through agendas and documents for review prior to the board meetings so that there is an adequate review period.

## **Announcements –**

Susan Gillespie from Citizens for Local Power spoke to the board about the organization’s activities and goals for clean energy. The organization is willing to lend any expertise to the Land Bank, especially around energy efficiency & community energy options. Specific expertise might be in taking advantage of the right subsidies and tax credits for the homeowners, finding tax credits, etc.

George Heisenbittel is working on a job training program focused on participants in drug recovery programs: 6-week non-compensated training period followed by a 6-month compensation period. Looking for properties for training sites.

The board decided to delay making any decisions on property requests until the disposition policy is fully developed and voted on in June.

Steve Noble encouraged board members to support a Land Bank for Ulster County.

Brenna Robinson reminded board members about the upcoming housing forums.

**Adjournment** – A motion to adjourn was made by Daniel Kanter, seconded by Omari Washington. The board voted unanimously in favor. Meeting adjourned at 8:19 PM.

Respectfully submitted,

Bartek Starodaj