



**Kingston City Land Bank**  
**Board of Directors Meeting**

**Monday, June 22, 2020**  
**6:30 PM-7:45 PM**  
**\*Virtual Meeting\***

<p><b>Computer:</b>  <a href="https://www.gotomeet.me/KingstonCityLandBank">https://www.gotomeet.me/KingstonCityLandBank</a>  <b>Phone: (877) 309-2073</b>  <b>Access Code: 886-114-349</b></p>	<p><b>Board attendees:</b></p> <p>Daniel Kanter, Bartek Starodaj, Steve Noble, Karin Roux, Robert Dennison, Ilana Berger, Sarina Pepper, Omari Washington, Anezka Sebek</p> <p>Absent: N/A</p>	<p><b>Staff attendees:</b></p> <p>Kaitlyn Armstrong, Michael Gilliard, Amanda Bruck</p>	<p><b>Public:</b></p> <p>Dan Carry (Kingston Resident), James (Kingston Resident), Arlene Puentes (Kingston Resident and City of Kingston Employee), Aliza Krevolin, (Community Foundations of the Hudson Valley)</p>
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- **Call to order, time: 6:32 PM**
- **Announcements**

No announcements

- **Public comments (10 minutes: 2 minutes each speaker)**

James (Kingston Resident) said that he is interested in the former Grand Slam business property on Grand St. Kanter clarified that this property is in the pipeline for acquisition but not in the short-term. James asked if he could do a walk-through of the property in the meantime. Gilliard clarified that walk-throughs are not possible given that the City currently owns this property and noted the Land Bank will be offering walk-throughs for available properties via a public announcement on it's website.

Daniel Carey (Kingston Resident) said that he is interested in a property salted for the KCLB but that is currently in bad shape. Carey asked if the KCLB would be willing to drop the property from the acquisition list and allow him to buy the property directly from the City. Kanter said that they intend for qualified owners to receive all properties and that eventually the property would be available to the public, but it is not currently salted for immediate acquisition because the KCLB has limited funding. Washington also added that it is not necessarily an issue with grant funding but that all properties must

go through the land bank's disposition process to ensure an equitable decision is made with regards to disposition.

- **Vote to approve meeting minutes from prior Board meeting: June 1, 2020**

Kanter raised a motion to approve the May meeting minutes, seconded by Noble. Motion passed unanimously.

- **Executive Director's Report (10 minutes)**

Update from Executive Director Gilliard:

- The first five homes for acquisition have been identified and the process has continued during the past month. Formal acquisition of at least some of the first five homes will be complete. This includes environmental work and clean-outs with qualified firms.
- Gilliard, Kanter, and Noble met with the funders and requested ongoing funding for the KCLB. No answer received yet from the funder.
- Gilliard has decided to not replace the former Rehab Housing Specialist with a full-time individual. Instead a consultant will be hired. With Kanter's help, the field has been narrowed down to two candidates.
- Gilliard continues to have biweekly meetings with the County on the possibility of a County Land Bank. No updates right now.
- Staff is now using 17 Hoffman as KCLB office space.

Berger asked to explain how the decision to eliminate the full-time Rehab Specialist position was made. Gilliard explained that he is confident that the work can be done part-time and that this will be more cost effective. Gilliard also explained that this decision can be reevaluated after the disposition of the first five properties is complete.

- **Committee Reports**

- **Finance/Audit Committee (10 minutes)**

- **ABO Reporting**

- Washington explained that there are a few reporting periods throughout the year. Gilliard and Armstrong have been working to outline these requirements with Bruck.

- **Communications & Community Engagement Committee (10 minutes)**

- Starodaj provided an update on this month's committee meeting:

- Gilliard reported that at the request of local elected officials he agreed to hold a meeting with neighbors of 248 Main st. The conversations centered mostly on sharing information about the Land Bank's current and future plans. We had a discussion around the need to notify board members about such meetings going forward and that these meetings should be organized directly by the KCLB.

- The committee continued the discussion around the yard signs and banners and whether we should make any further language edits. One particular concern from staff is that the KCLB doesn't have the capacity to properly intake any community input, whether via phone or email, and that these banners/signs should therefore not invite feedback explicitly.
  - The committee will send a news release as soon as the first five properties are acquired. The aim will be to describe the process from here as simply as possible while not referring to a specific timeline given uncertainty with construction timeline. Separately, Rebecca Rojer, a prior Land Bank vendor, can help to adapt some of the infographics already created to illustrate the process from acquisition to disposition to the public.
  - The committee began to discuss a potential plan for future input around the five initial properties--this could include an Informal community meeting around each property with a virtual and in-person option.
- **Governance Committee (10 minutes)**
    - **No meeting this month**
    - Washington asked who has the information on the terms of the board members. Armstrong shared this information with the board following the meeting.
  - **Acquisition/Disposition Committee (10 minutes)**
    - Kanter provided an update on this month's committee meeting:
      - The committee met with the new legal counsel to go through various affordability tools and discussed deed restrictions and enforcement mortgages. The legal counsel also went through our disposition policy and made various changes and suggestions that will be reviewed during the next committee meeting.
      - Title has been received for the first properties identified; two of the properties have significant title issues. The best solution might be to swap the two properties due to the possible time it would take to resolve.
- **New Business**
    - Brian is diving into our corporate governance structure and will have some suggestions over the course of the next few weeks.
    - Pepper asked if there was a maximum number of committees that board members could serve on as she would like to serve on the new design committee. Kanter said there were no limits to his knowledge.
- **Adjournment, time: 7:17**

**Votes, as tallied by Secretary**

*I hereby certify that the above represents a true and accurate accounting of the meeting minutes and votes held on the date above. These meeting minutes were adopted in full by the Board of the Kingston City Land Bank on \_\_\_\_\_.*

*Signed,*

*Bartek Starodaj, Secretary, Kingston City Land Bank*

*June 22, 2020*

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