



**Kingston City Land Bank (KCLB)**  
**Board of Directors Meeting**

**Monday, August 23, 2021**  
**6:30 PM-8:00 PM**  
**\*Virtual Meeting\***

<p><u>Computer: Video:</u>  <a href="https://zoom.us/j/8453343953?pwd=RFhrSTdoVlpReVR1NWZqTXNvTUhSdz09">https://zoom.us/j/8453343953?pwd=RFhrSTdoVlpReVR1NWZqTXNvTUhSdz09</a></p> <p><u>Phone:</u>          312-626-6799</p> <p><u>Meeting ID:</u>        845          334 3953</p> <p><u>Password:</u>          878897</p>	<p><u>Board attendees:</u></p> <p>Daniel Kanter, Bartek Starodaj, Robert Dennison, Anezka Sebek, Karin Roux, Ilana Berger, Omari Washington</p> <p>Absent: Sarina Pepper, Steve Noble</p>	<p><u>Staff attendees:</u></p> <p>Mike Gilliard, Owen O'Connor, Erica Lane</p> <p>Absent: N/A</p>	<p><u>Public:</u></p> <p>Reagan Ward</p>
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- **Call to order, time: 6:33 PM**
- **Announcements**
- **Vote I to approve meeting minutes from prior Board meeting: July 26, 2021**

**VOTE I:** Noble raised a motion to approve the July 26 Board meeting minutes, seconded by Dennison. Motion passed unanimously.

- **Public comments (10 minutes: 2 minutes each speaker)**
- **Update from the Chair, Daniel Kanter**

Kanter provided the following updates:

- Construction continues on the three Pilot I properties and maintenance is ongoing for recently acquired properties. The final punch list walk through for 64 Van Buren is on August 24.

- Two acquisitions are likely in the next month: 29 Rogers and 108-110 Henry. The Henry Street home will be acquired from the City of Kingston for \$1. The current plan is to put the Henry Street property out to an RFP process.
- Kanter and Gilliard have continued to meet with the City's Director of Housing Initiatives, Kevin Cortee, to discuss the 36 properties the City of Kingston originally authorized the KCLB to acquire as well as additional acquisitions of properties the City has taken through foreclosure.
- Preliminary plans have been created by KDA Architects for 149 Greenkill and 124 Franklin. These plans will inform the release of the Contractor RFP for these two properties.
- **VOTE II:** Dennison raised a motion to adopt the Compensation Committee charter, seconded by Roux. Resolution passed unanimously.

- **Executive Director's Report**

Gilliard provided the following updates: due to time constraints, no updates were presented at this meeting.

- **Committee Reports**

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

- Roux provided the following update from the Committee's August meeting:

- Roux reviewed the July financial narrative, including the profit & loss and balance sheet.
    - Roux provided an overview of the proposed 2022 budget included in the Board package.
      - A discussion ensued on the acquisition and disposal of 108-110 Henry. Gilliard clarified that the KCLB is planning on releasing a RFP for this property to encourage qualified proposals to rehabilitate the property.
      - **VOTE III:** Washington introduced a resolution to approve the 2022 operating budget, seconded by Sebek. Motion passed unanimously.

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

- Starodaj provided the following update from the Committee's August meeting:

- No meeting this month.
    - The Committee will be working on a survey to send to all Pilot I applicants in September.

- **Governance Committee (10 minutes)**

- Sebek provided the following update from the Committee's August meeting:

- No meeting this month.
    - Katner reminded everyone that ABO training must be renewed every three years.

- **Fundraising Committee (10 minutes)**

■ Kanter provided the following update from the Committee's August meeting:

- Gift Gab subscription has been ordered.
- Next committee meeting will occur in September.

○ **Acquisition/Disposition Committee (10 minutes)**

- Dennison provided the following update:
  - Three bids have been received for the cleanout for 63 German. **VOTE IV:** Resolution introduced by Dennison to award the contract to Villafuerte Painting & Drywall for \$5,500, seconded by Roux. Motion passed unanimously.
  - Kanter made a motion to enter into Executive Session to review awarding contracts for 248 Main St, 64 Van Buren, and 174 Hasbrouck, seconded by Washington. The Board went into Executive Session.
  - Kanter made a motion to leave Executive Session, seconded by Washington. Motion passed unanimously.
  - **VOTE V:** Motion to vote to approve the recommendations from the Acquisition and Disposition Committee to award homeownership contracts to 174 Hasbrouck, 64 Van Buren, and 248 Main Street as submitted in the August 23 Board Package raised by Washington, seconded by Starodaj. Motion passed unanimously.

**New Business**

Berger asked what the process is to recruit new Board members. Kanter said that the KCLB will open the applicant period in October with new appointments made by Mayor Noble for terms beginning in 2022.

Motion to adjourn the meeting was raised by Berger, seconded by Sebek. Motion passed unanimously.

- **Adjournment, time: 7:42 PM**

**Resolution Votes, as tallied by Secretary**

*VOTE I - To accept July 26, 2021 KCLB Board Meeting minutes, as presented*

*VOTE II - To adopt the Compensation Committee charter*

*VOTE III - To adopt the 2022 operating budget*

*VOTE IV - To award the 63 German cleanout to to Villafuerte Painting & Drywall*

*VOTE V - To vote to approve the recommendations from the Acquisition and Disposition committee to award homeownership contracts to 174 Hasbrouck, 64 Van Buren, and 248 Main Street as submitted in the August 23 Board Package*

<u>Initials</u>	<u>VOTE I</u>	<u>VOTE III</u>	<u>VOTE IV</u>	<u>VOTE V</u>
MSN	n/a n/a	n/a	n/a	n/a
DK	x	x	x	x
IB	x	x	x	x
BS	x	x	x	x
OW	x x	x	x	x
AS	x	x	x	x
KR	x	x	x	x
RD	x	x	x	x
SP	n/a n/a	n/a	n/a	n/a

*I hereby certify that the above represents a true and accurate accounting of the meeting minutes and votes held on the date above.*

*Signed*



*Bartek Starodaj, Secretary, Kingston City Land Bank*

*Aug 23, 2021*