

**Kalamazoo County Land Bank Fast Track Authority
Board of Directors Meeting Minutes—August 9, 2013**

Members Present: Mary Balkema, Terry Dorgan, Christopher Haenicke, Jerome Kisscorni, Addis Moore, Michael Seelye, Chuck Vliek

Staff Present: Kelly Clarke, Kenn Hartmann, Natalie Youakim

Others Present: Jeff Hawkins, Tom Doherty

The regular meeting of the Kalamazoo County Land Bank Authority Board of Directors was called to order by Chair Balkema at 8:35 AM in room 311 of the Kalamazoo County Administration Building, 201 W. Kalamazoo Ave., Kalamazoo, Michigan 49007.

A motion to approve the June 13, 2013 meeting minutes was made by Board Member Seelye, seconded by Treasurer Dorgan, and carried.

Chair Balkema added an item to the agenda—the renewal of the terms of two Board members—Vliek and Kisscorni.

No comments were made during Citizens' Time, but Chair Balkema acknowledged the presence of Envirollogic staff members and recognized their work on Land Bank projects.

Chair's Remarks

Chair Balkema showed the Board a map of the County's 2011 tax forfeitures and updated them on the status of postings. The Board discussed some of the key sites on the map.

Chair Balkema also informed the Board that Vibrant Kalamazoo, the Land Bank's supporting organization, has received confirmation from the IRS of its 501(c)(3) status. Executive Director Clarke described the purpose of this organization and its fundraising function on the Land Bank's behalf. Chair Balkema recognized the funders that have made contributions to support this work and asked that the Board participate and support the Land Bank's operations by contributing to Vibrant Kalamazoo.

Consent Agenda

1. Approval of May/June Financials
Executive Director Clarke described the financials. Vice Chair Kisscorni moved to approve. The motion was seconded by Seelye and it carried unanimously.

Regular Agenda

1. Audit update
Chair Balkema discussed the audit issue which was referred to Finance Committee after the last Board meeting. She summarized that the issue has been resolved and explained the reasons for the Land Bank's accounting practices. Vice Chair Kisscorni commented on the good process by which this was addressed, and moved to approve the acceptance of the audit update. The motion was seconded by Treasurer Dorgan, and it passed unanimously.
2. Acceptance of grant from the Gilmore Foundation for Riverview Launch

Executive Director Clarke informed the Board that the Land Bank was awarded the entirety of the funds it requested from the Irving S. Gilmore Foundation for the Riverview Launch project. Board Member Seelye moved to approve the acceptance of these funds. Board Member Moore seconded the motion, and it passed unanimously.

3. Approval of budget amendment

Executive Director Clarke described the reason for the budget amendment and explained that it is a balanced budget amendment. The Board engaged in a discussion about property maintenance costs and strategic disposition of Land Bank properties. Board Member Vliek moved to approve the budget amendment. Treasurer Dorgan seconded the motion, and it passed unanimously.

Real Estate Matter

1. Partnership with LISC

Chair Balkema described the Land Bank's partnership with LISC over time and the parcels along the Portage Street corridor, which LISC is providing funding to acquire. Executive Director Clarke explained the Sustainable Communities Initiative partnership, and the Land Bank's role as a lead agency. She described how these parcels fit into this roles and the strategy associated with acquiring the parcels.

Chair Balkema disclosed that she is the Board Chair of LISC. Board Member Vliek disclosed that he is the Program Vice President at LISC. Treasurer Dorgan moved to approve the acquisition of the properties on the Portage Street corridor with funding provided by LISC, and Vice Chair Kisscorni seconded the motion. With a roll call vote this motion passed.

AYES: Dorgan, Haenicke, Kisscorni, Moore, Seelye

NAYS: None

ABSTAINED: Balkema, Vliek

Executive Director Report

Executive Director Clarke updated the Board on the following items:

1. Update conflict of interest forms
2. Vibrant Kalamazoo

Chair Balkema advised that due to the length of the meeting, the planned tour of the Land Bank's Riverview Launch site would be rescheduled.

Chair Balkema explained to the Board that the terms of members Vliek and Kisscorni would soon expire. Board Member Moore moved to approve these two members for another term. Board Member Haenicke seconded this motion, and it carried.

Treasurer Dorgan moved to adjourn the meeting, and the motion was seconded by Board Member Haenicke. The meeting adjourned at 10:07 AM.

Respectfully submitted,

Terry Dorgan, Treasurer and Secretary