

Kalamazoo County Land Bank Authority

Board of Directors Meeting Minutes—December 13, 2012

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

Staff Present: Kelly Clarke, Amanda Woodin, Natalie Youakim

Others Present: Lee Adams, Kalamazoo County Planning; Greg Vlietstra, Peggy Bresnahan, Karen Pittman, Kalamazoo County Treasurer's office

The regular meeting of the Kalamazoo County Land Bank Board of Directors was called to order by Chair Balkema at 8:30 AM in room 105 of the Kalamazoo County Administration Building, 201 W. Kalamazoo Ave., Kalamazoo, Michigan 49007.

A motion to approve the November 8, 2012 meeting minutes was made by Treasurer Dorgan and was seconded by Board Member Haenicke.

No additions were made to the agenda.

No comments were made during Citizens' Time.

CHAIR'S REMARKS

Chair Balkema updated the Board on the status of the demolition grant application that the Land Bank has submitted to the state.

Board Member Moore entered the meeting at 8:33 AM.

CONSENT AGENDA

1. Approval of October Financials
2. Approval of 2012 Budget Amendment
3. Acceptance of \$201,833 to fund the rehabilitation of 801 N. Church
4. Acceptance of \$3,000 from the Kalamazoo Community Foundation/Initial funds for the small East Michigan greenhouse
5. Formal resolution regarding LISC loan

Board Member Seelye motioned to approve the consent agenda items. The motion was seconded by Vice Chair Kisscorni and passed unanimously.

REGULAR AGENDA

1. Approval of BDO letter of engagement

Chair Balkema asked that, in addition to approving this letter of engagement, the Board also give her the authority to sign documents necessary to execute this agreement.

Treasurer Dorgan motioned to approve the BDO letter of engagement and to give Chair Balkema the authority to sign documents related to the agreement. Board Member Haenicke seconded the motion, and it passed unanimously.

2. Approval of technical amendments to disposition policies

Executive Director Clarke explained the proposed changes to the Board. The Board discussed these changes. Board Member Vlieg requested that the Board revisit this policy in one year's time.

A motion to approve the technical amendments to the Land Bank's disposition policies was made by Vice Chair Kisscorni and seconded by Board Member Seelye. The motion passed unanimously.

Executive Director Report

Executive Director Clarke provided the Board with updates on the following topics:

1. NSP2 Consortium grant report – local progress
2. Construction Project Updates
3. Homeownership Sales Update
4. Property Sales Update
5. 2013 Annual Meeting

Vice Chair Kisscorni motioned to adjourn the meeting. Board Member Moore seconded the motion. The meeting adjourned at 9:33 AM.

Respectfully submitted,

Terry Dorgan, Treasurer and Secretary