

**Kalamazoo County Land Bank Fast Track Authority  
Board of Directors Meeting Minutes—December 13<sup>th</sup>, 2018**

Members Present: Mary Balkema, Carl Roberts, Becky Fulgoni, Brian Hudson, Terry Dorgan (Arrived 8:52) and Jerome Kisscorni (Arrived 8:53).

Members Absent: Heather Isch

County Liaison Present: None

Staff Present: Kelly Clarke, Michelle Tombro Tracy, Anna Roeder

Community Members Present: None

The December meeting of the Kalamazoo County Land Bank Authority Board of Directors was called to order by Balkema at 8:35 a.m. at 1523 Riverview Drive, Kalamazoo, MI 49004.

Approval of Minutes- October 2018

Balkema presented a motion to approve the October 2018 board meeting minutes.

Roberts made the motion, Fulgoni seconded, all were in favor and the October 2018 minutes were approved.

Chairs Remarks: Balkema thanked Scott McGraw for his service as county board liaison and welcomed Brian Hudson as a new Land Bank board member.

Citizens' Time: N/A

Commission Liason Comments: N/A

Executive Director Report:

- Annual & Bimonthly Report- Clarke presented updates on current ongoing Land Bank projects and efforts through an annual & bi-monthly report. Discussion ensued.
- Staff Survey Results- Clarke summarized input provided by Land Bank staff on yearly staff survey.
- Board Exercise- Using post-it notes, the board reflected on a series of questions regarding the agency over the past year, and in relation to formerly articulated goals and measures. Discussion ensued. Answers will be summarized and shared during next board meeting.

Regular Agenda:

- Adoption of 2019 Agency Goals- Clarke & Balkema gave an overview. Discussion ensued. Board members suggested three additional goals; Financial Capacity/ Sustainability, Consideration of community defined plans with our agency plans and projects, Integrate Impact Data into agency review. Balkema put forth a motion to adopt 2019 agency goals with the additional three goals. Hudson made the motion, Fulgoni seconded, all were in favor and the 2019 goals were adopted with three additions.
- 2018 Final Budget Amendment- Balkema gave an overview of final budget amendment. Kisscorni made a motion to approve, Dorgan seconded, all were in favor and the motion was carried.

- Endorsement of Aspirational Behaviors (Positive Organizational Culture) Clarke provided an overview. Fulgoni made the motion, Carl seconded, all were in favor and the aspirational behaviors were endorsed by the board of directors.

Consent Agenda: Balkema recused herself from consent agenda items. Vice Chair Fulgoni presented the associated motions.

1. Approval of funds-

- a. LISC \$100,000 recoverable grant
- b. LISC \$5,000 discretionary grant to support landscaping at Eastside Gateway project.

Dorgan made the motion, Hudson seconded, all were in favor and the motion was carried.

2. Re-Appointment of Mary Balkema to Vibrant Board- Hudson made the motion, Dorgan seconded, all were in favor and Balkema was re-appointed to the Vibrant Board.

Balkema requested a motion to go into closed session for discussion of a personnel matter. Fulgoni made the motion, Roberts seconded, all were in favor and the board went into closed session.

Board Member Comments: Kisscorni will be leaving the board in the March upon retirement from city.

The meeting was adjourned at 10:16 a.m.

Next Meeting- Thursday, February 14<sup>th</sup>, 2019 at 8:30 a.m. at 1523 Riverview Dr.