



**Kalamazoo County Land Bank Fast Track Authority  
Board of Directors Meeting Minutes—December 16th, 2021  
Electronic Meeting**

Members Present: Thomas Whitener, Brian Hudson, Carl Roberts, Qianna Decker, Elizabeth Schlott

Members Absent: Holly Crump, Rebekah Kik

County Liaisons Present: Tami Rey, Veronica McKissack

Staff Present: Theresa Coty O'Neil, Reality Rojas

Community Members Present:

The December 16th, 2021 Meeting of the Kalamazoo County Land Bank Authority Board of Directors was called to order by Whitener at 2:06 Via Zoom. Link:

<https://us02web.zoom.us/j/83470751752?pwd=MmZ6aEg4ek1MSkRKTEpma0g0c2xBUT09>

Approval of October Minutes:

Hudson made the motion.

Decker seconded the motion.

Approval of October Minutes was unanimous

Additions: N/A

Citizen's Time: N/A

Commission Liaison Comments: N/A

Chair's Remarks: Whitener informed the board of the search process for the Executive Director position at the Land Bank. Whitener, Hudson, Roberts and KENA E.D. Pat Taylor make up the Search Committee. The Search Committee will interview the candidates. Candidates will then meet with staff and board members. From there a decision will be made for the new Executive Director. Whitener also informed the board of the COVID Emergency Order expiring, Board Members will need to meet in person for all board meetings. Meetings will be hybrid for community members. The Kalamazoo Land Bank will be applying for Millage funds for Eastside Square and hoping for funding to move forward.

Executive Director Report: O'Neil shared highlights from the Executive Director report. O'Neil informed the board of the decorative fencing up at the Eastside Square Plaza and upcoming address sign. The Land Bank met with the Construction Manager and the architects about process on the condos. For next year we have a goal of moving to digital checks for

payments. The third episode of the podcast, On The Spot with I'yanna, will be dropping next week featuring Gerald King. Senior Operations is working on Year End reports for all municipalities. O'Neil is beginning to work on the annual report for the Land Bank.

#### Regular Agenda

- Approve Personnel Policy Amendment addition of Intern Policy

Hudson made the motion

Decker seconded the motion

Approval of Personnel Policy Amendment addition of Intern Policy was unanimous

- Approve Personnel Policy Amendment addition of Equal Employment Opportunities Policy

Roberts made the motion.

Schlott seconded the motion.

Approval of Personnel Policy Amendment addition of Equal Employment Opportunities Policy was unanimous

- Approve Accounting and Finance Policy Amendment addition of Roles

Hudson made the motion.

Decker seconded the motion.

Approval of Accounting and Finance Policy Amendment addition of Roles was unanimous

- Adopt-a-Lot Policy – Continued Suspension Indefinitely

Approval of Continued Suspension of the Adopt-A-Lot Programs was unanimous

Affirmative/Vibrant: Decker updated the board that in February 2022 the Affirmative Marketing Committee will be hosting 30-minute seminars on Public Media Network. There will be different themes for each month. February and March will be about saving money. April will be a seminar about homebuilders. May will be with Community Homeworks and home purchasing. El Concilio will also be partnering with the Affirmative Marketing Committee.

Real Estate Update: Hudson informed the Land Bank is waiting to hear back from insurance about the fire at 20 Mills. The demolition and asbestos cleanup is scheduled to begin shortly. There are multiple active Option Agreements for redevelopment for Land Bank properties. KNHS purchased a property from the Land Bank to build affordable housing.

DEI Committee Update: Roberts informed the board of the current Land Bank DEI plan that is in place. Roberts updated the board on the progress of the DEI Committee. The DEI committee will be looking at classes and seminars to take in 2022. Wilson, the Kalamazoo Land Bank Intern, is involved with creating a survey for the Eastside Square Condos. Eastside Square informational flier has been translated into Spanish by committee member, Adrian Vaquez. For Impact, the organizational metrics were updated to better reflect the current staff demographics.

Board Member Comments: N/A

Move to adjourn:

Meeting adjourned at 2:57