

## KALAMAZOO COUNTY LAND BANK

### BOARD OF DIRECTORS MEETING MINUTES—November 8, 2012

**Members Present:** Mary Balkema, Chris Haenicke, Terry Dorgan, Mike Seelye, Chuck Vliek

**Members Absent:** Jerome Kisscorni, Dr. Addis Moore

**Staff Present:** Kelly Clarke, Catie Boring, Amanda Woodin

**Others Present:** Lee Adams, Kalamazoo County Planning; Peggy Brenahan, Billie Longnecker, Kalamazoo County Treasurers Office

The regular meeting of the Kalamazoo County Land Bank Board of Directors was called to order by Chair Balkema at 8:32 a.m. in room 207B of the County Administration Building, 201 W. Kalamazoo Avenue, Kalamazoo, Michigan 49007.

Board Member Dorgan made a motion to approve the September 13, 2012 meeting minutes. The motion was seconded by Seelye.

Board members agreed to move items 4 and 5 of the consent agenda to the regular agenda as items 3 and 4.

No comments were made during Citizens' Time.

#### CHAIR'S REMARKS

1. Welcome and Introduction

Chair Balkema introduced two new members of the board, Mike Seelye and Chris Haenicke and thanked them for offering their time and expertise to assist the Land Bank.

2. Regular bi-monthly meetings in 2013

Chair Balkema announced that in 2013 board meetings will be held bi-monthly and will begin in February.

#### CONSENT AGENDA

1. Approval of August and September Financials
2. Appointment of board treasurer Dorgan as Secretary
3. Expansion of Finance Committee to Finance/Executive
4. Acceptance of additional \$171,930 in NSP2 grant funds from MSHDA for the rehabilitation of 805 S. Rose to assist the consortium in meeting expenditure goals

Board Member Vliek made a motion to approve the consent agenda, and Haenicke seconded the motion. The consent agenda passed unanimously.

#### REGULAR AGENDA

1. Approval of LISC loan conditional upon final terms, conditions and collateral requirements  
Chair Balkema and board member Vliek both abstained from the vote due to their affiliation with LISC. Voting board members passed unanimously.

2. Approval of 2013 Budget and use of Fund Balance

Staff member Woodin explained the budget documents and Executive Director Clarke described the planned use of the fund balance. Board member Seelye motioned to approve the 2013 Budget and use of Fund Balance. Treasurer Dorgan seconded. The vote passed unanimously.

3. Approval of Land Bank Rental and Land Contract Policies

Board member Vlieg suggested some flexibility be added to the policies to allow the Executive Director authority to respond to unique cases. This resolution will be represented in December with greater flexibility.

4. Approval of revised Disposition and Acquisitions Resolution

Board members asked that the acquisition of properties also be presented in board packets in order to monitor property inventory. Board member Haenicke motioned to approve the revised Disposition and Acquisition Resolution. Member Seelye seconded. The vote passed unanimously.

Executive Director Report

1. Land Bank Conference Update

2. NSP2 Grant Update

3. Project Updates

- The Creamery – Site Restoration complete, SCI partnership funding application in for phase one
- Marketplace and New Builds parade of homes and other marketing efforts
- Prairie Gardens
- Rehabs – 805 S. Rose, HOME funding application
- Demolitions – funding application
- Community Greenhouse update – funding applications in Spirit of the Community and CDBG

4. Property Sales Update

Board member Vlieg motioned to adjourn the meeting. The motion was seconded by member Haenicke. The meeting adjourned at 10:00 a.m.

Respectfully submitted,

Terry Dorgan, Treasurer & Secretary