

Dutchess County-Poughkeepsie Land Bank
Meeting of the Board of Directors
February 22, 2023
DRAFT Minutes

Present: Angela DeFelice (Vice-Chair), Brian Engles (Treasurer), Susan Fortunato (Chair), Brian Martinez, Kari Rieser, Jacob Reckess, Jordan Schinella, Heidi Seelbach, Eoin Wrafter (Secretary)

Excused /Absent: Susan Fortunato (Chair), Heidi Seelbach

Staff: n/a

Others: Paul Hesse, member of the public.

The meeting was called to order at 5:31 PM by Vice-Chair DeFelice, with a quorum of Directors present.

1. **Roll Call/Introductions:** Vice-Chair DeFelice opened the meeting and asked the secretary to do a roll call. Vice-Chair DeFelice welcomed Kari Reiser to the Board since this was her first meeting and asked the members to introduce themselves. Kari then introduced herself to the Board.
2. **Public Comment (Agenda Items Only):** None
3. **Approval of Minutes:** Minutes of the February 1, 2023, Board Meeting were approved as presented. The motion (Engles\Martinez) was passed with one abstention (Rieser).
4. **Financial Updates**
 - a. **Statements:** The monthly financial statements as of January 2023 were reviewed and presented to the Board. Our current balance in our bank account is \$209,501.89. We presently have \$122,085.93 in accounts receivables, for total current assets of \$331,614.41. The Financial Statements were accepted as presented.
 - b. **Bookkeeping Services:** Brian Engles will gather additional quotes for bookkeeping services and bring them to the board for review and discussion at the next meeting.
5. **Strategic and Administrative Services Agreement:** Paul Hesse provided an overview of the request and purpose for the proposed scope of work (attached). There was significant discussion on the proposed scope of work and its cost. The discussion focused on the type and amount of work that is necessary regarding hiring staff and the need for the development of the disposition policy. The board agreed that a review of the existing job description would be done by the Consultant followed by a discussion with Board members to ensure that the job description reflects the current needs and desires of the Board. Part time versus full time, temp position versus founding ED were discussed, and the pros and cons of each were discussed. These would be topics to discuss in greater detail with the consultant. In addition, it would be clarified in the agreement/contract that the board wants to approve proceeding to the next step in Goal #1 before any work is done by the consultant. The board was in full agreement on the need for Goal #2, assistance in a board retreat and outlining a disposition policy framework. The board agreed to include the full drafting of the policy as an add-alt in the contract. Eoin Wrafter read resolution 10 or 2023. Which was moved by Engles and seconded by Schinella. The resolution was passed unanimously by the board of directors.
6. **Updates/Member Comments/Announcements:** *Paul Hesse updated the group that the NYS*

*Land Bank Association is advocating for its members to be a part of the NYS pension system.
Jordan Schinella distributed information on the National Land Bank Network - Innovative
Approach Award grant application from the Center for Community Progress.*

7. **Public Comment:** one member commented that he felt the board was having really good conversations and thanked us for having them. Second, regarding the condition of properties, he felt that most people they know that are looking for houses, most of them are people in construction and it doesn't matter what condition they are in if it's a good investment, they could repair and rehab and make it into a home.
8. **Adjournment:** A motion to adjourn was made by Engles, seconded by Schinella. The board voted unanimously in favor. The meeting adjourned at 7:25 PM.