



DUTCHESS COUNTY-
POUGHKEEPSIE

LAND BANK

Meeting of the Board of Directors

April 24, 2024

DRAFT - Minutes

Present: Angela DeFelice (Vice-Chair), Kari Rieser (Treasurer), Jacob Reckess, Heidi Seelbach, Eoin Wrafter (Secretary)

Excused /Absent: Susan Fortunato (Chair), Brian Martinez

Staff: Amy Gigliuto

Others: None

The meeting was called to order at 5:46 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.
2. **Public Comment (Agenda Items Only):** None
3. **Approval of Minutes:** [Minutes of the March 20, 2024 Board Meeting](#) were approved as presented. The motion was passed unanimously. (Seelbach\Rieser)
4. **Financial Updates**
 - a. **Financial Statements:** The [monthly financial statements as of March 31, 2024](#) were reviewed and presented to the Board.
 - i. Adjustments: none this month
 - ii. Cash: \$424,644.87 (\$20,979.07 in checking & \$403,665.80 in money market)
 - iii. Revenue: none this month
 - iv. Expenditures: \$9,679.11
 - v. Accounts Receivable: \$0
 - vi. Accounts Payable: \$3,798.09
 - vii. The DCPOK Land Bank is operating with a profit of \$83,639.25 a year to date.
 - viii. Our account balance as of March 31, 2024 was \$424,951.06.The Financial Statements were approved as presented.
 - b. **Health Insurance Contract:** Executive Director Gigliuto gave an [overview of Health insurance options](#) that were similar to her existing coverage and detailed the costs that were associated with each option. The board discussed the options and voted to approve the purchase of the MVP Gold plan EPO1, Dental, and EyeMed Vision for the Executive Director at a total annual cost of \$10,810.38 to the Association. All in attendance voted in favor.
5. **Conflict of Interest** Executive Director Gigliuto reminded all board members that they need to complete the annual disclosure statement and return it to her as soon as possible.

She also explained that she has done a complete review of required policies and will be bringing a draft of required policies to the Governance Committee for their review prior to adoption by the Board.

6. **Property Acquisition:** The board discussed upcoming changes to the In-Rem Tax Foreclosure process and how it impacts the transfer of properties to the Association. The board authorized the Executive Director to hire a civil engineering firm to complete due diligence work for the properties on Maloney Road and Quaker Lane that the County has offered to transfer to the association. The ED was also asked to reach out to the City of Poughkeepsie regarding their list of properties for sale to inquire about the process for potentially acquiring some of them. Member Seelbach was going to investigate whether the LandBank could gain access to the Zombie property list for the identification of potential parcels for acquisition. The ED was also asked to reach out to Homes and Community Renewal to understand what acquisition and due diligence costs could be reimbursable under our grant funds.
7. **Community Outreach Update:** Executive Director Gigliuto gave an overview of the Public Input session that was held on April 15th which had 5 people in attendance, two completed one of our surveys.
8. **Executive Director Report:** [see report](#)
9. **Member Comments/Announcements:** None
10. **Public Comment:** None
11. **Adjournment:** A motion to adjourn was made by Seelbach, seconded by Rieser. The board voted unanimously in favor. Meeting adjourned at 7:53 PM.