

MINUTES
Board Meeting
October 24, 2017

BOARD MEMBERS:

IN ATTENDANCE: Nancy Buck, Freda Eisenberg, Jacquie Leventoff (8:43), Josh Potosek, Ron Stabak, David Sager, Terri Ward, Ira Steingart, Alan Sorensen (8:44)

ABSENT:

OTHERS PRESENT: Jill Weyer

I. Call to Order / Roll Call

The meeting was called to order by Freda Eisenberg, Chair, at approximately 8:34 a.m.

II. Approval of Bills to Pay

Bills Paid

10/17/17

River Reporter: Legal Notices \$19.63

SC Democrat: Legal notices \$28.77

To Be Paid

Email account – GoDaddy \$50 (/year)

NYSDOS Certificate of Good Standing \$25

IRS Exemption Filing \$850

NY Land Bank Association Dues \$150 (/year)

A motion was made by Buck, seconded by Steingart to approve the bills paid and to be paid listed above.

III. Review of Proposal Responses

R-17-1: Legal Services - A motion was made by Buck and seconded by Potosek, with a motion to amend by Eisenberg and seconded by Buck to clarify costs. It was suggested to and to try to negotiate down to \$175/hour with no travel costs and to discuss a flat fee for real estate closings, or an hourly with a cap.

R-17-2: Accounting & Audit Services - Three responses received. Insero & Company was the lowest. Award to Insero but hold off on the 2017 audit to see if it's required and award for the 2018 Audit. No responses received for Accounting Services. Awaiting more information from Bowers CPA firm who works with other Land Banks and information from Andy Pavloff for their firm to assist. Leventoff, Steingart and Sorensen will abstain

from a vote to consider Accounting Services if Pavloff is a vendor as they are clients of his.

R-17-3: Construction Estimates & Inspection – Two responses received. Costs too high, hold off and issue an RFQ for contractors and discuss with Delaware Engineering costs for doing several inspections.

IV. Other Business

a. Projects

Eisenberg recommended proceeding with controlled demo for the 4 properties plus the 2 additional in Liberty. A bid package will be completed and sent out once asbestos surveys are done for the 2 properties in Liberty. A timeline is requested for demoing properties.

b. Insurance

Eisenberg reported that we are still working on the Insurance requirements that LISC needs for the grant agreement. A request from Brown & Brown for a quote for General Liability excluding Labor Law was requested and should be forthcoming. Concerns over costs were expressed, and further information will be obtained from local references and adjacent Land Banks.

c. LISC Grant

The agreement has not been signed yet, the resolution from the County is required along with the insurance.

d. Eisenberg mentioned the need to discuss disposition of properties and a working group was created to review the application process and to develop a process. The working group will consist of Leventoff, Sager and Stabak.

V. Public Comment

There was no public comment.

VI. Adjournment

The meeting was adjourned at 9:27 upon a motion by Sorensen, seconded by Stabak, with all approving.