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**Pittsburgh Land Bank [PLB] Notes**

**October 12, 2018**

**Convene:** Chair called meeting to order.

**Roll Call:** Administrator called the Roll. Members Present: Reverend Burgess, Chair, Jamil Bey, Vice-Chair, Diamonte Walker (phone), Secretary, Senator Fontana, Councilwoman Kail-Smith.

The Board held a moment of silence for the recent passing of board member, George Thomas.

There was no quorum present and the members held an informational meeting. All agenda items were held until the next Board meeting.

**Public Comment:**

- Zeba Ahmed, Fineview Citizens Council / Perry Hilltop Citizens Council

**Chairman's Report:**

The Chair reviewed the list of initial transfer requests with the Board. The Administrator will present a pipeline of property acquisitions to the Board for informational purposes moving forward.

**Administrator's Report:**

The Board directed the Administrator to pursue a contract with the law firm processing land bank properties at Sheriff's Sale to be discussed at the next meeting.

The MWBE policy was held until the next meeting.

The Board directed legal counsel and the Administrator to release and request for quotes from insurance providers to make a recommendation to the Executive Committee for future board action.

The Administrator reviewed a draft acquisition process flow chart. The Board requested a version be created for the public and made available on the PLB website. The Chair noted the informal working group between representatives of the real estate divisions at the City, URA, and PLB is meeting regularly to work through this process design.

The Board discussed the role of City Council in the acquisition and disposition process. Legal Counsel, Irene Clark provided input on the PLB's interaction with Council, noting that City Council has its own legal counsel and legislative process.

**Finance & Fundraising Report:**

The Finance Report was held until the next Board meeting.

**Communications Committee:**

Committee Chair Dr. Bey announced to the board that the website RFP would be released shortly.

**Adjournment:**

There was no more business and the Chair adjourned the meeting.