

**Pittsburgh Land Bank [PLB]****June 10th, 2016****Convene:** Vice-Chair called meeting to order.**Public Comment:**

- Zeba Ahmed, Northside Leadership Conference
- Sarah Slater, Vacant Property Working Group

**Roll Call:**

Members Present: Dr. Jamil Bey, Vice Chair, Director Leger, Treasurer, Karen Abrams, Secretary, Senator Fontana, Councilwoman Kail-Smith, Tara Sherry-Torres

Absent: Reverend Burgess, Councilman Lavelle, Steve Mazza

**Approval of May Minutes:**

◇ Motion to approve May Board meeting minutes as submitted: **[Fontana/Leger]** Passed unanimously.

**Chairman's report:**

Dr. Bey provided an overview of the progress and activities of the last month.

Irene McLaughlin, legal consultant, presented an overview of the to-be created Policies and Procedures, as well as the framework for a strategic plan and other important governing documents the PLB will need to create and consider as it begins.

There will be a series of Board trainings over the summer months to provide more information and prepare for this work.

**Administrator's Report:**

Bethany Davidson, representative of the Urban Redevelopment Authority, the PLB Administrator, provided an overview of the due diligence regarding insurance procurement.

Ms. Davidson provided a draft timeline of activities for the next 18 months. The Board requested further detail, specific to which activities may require financial resources. There was an acknowledgement that the budget is highly speculative and as the strategic plan is crafted, more solid budgeting can occur.

Dr. Bey requested that the PLB consider how and when to make more of its documents available to the public, including use of the website. There was a brief discussion.

**Report from Communications Committee:**

Committee chair KAbrams provided a report on the work of the committee, including next steps to prioritize the scope received from the Pittsburgh Community Reinvestment Group for community outreach and communications work.

◇ Motion to transition the Chairperson of the Communications Committee to Boardmember Sherry-Torres as of the August 2016 Board Meeting **[Abrams/Fontana]**. Passed Unanimously.

**Report from Treasurer:**

Board Treasurer, Paul Leger, provided an overview of the 2016 year-end budget as well as draft a budget for 2017.

Dir. Leger anticipates the PLB should be able to vote on a 2016 budget at the July meeting.

Abrams requested the development of a corresponding fundraising framework, with potential sources and deadlines for requests, including both philanthropic as well as government sources.

**Discussion:**

Sen. Fontana recommended the PLB track Pennsylvania state legislation that is pertinent to the work of PLB. He volunteered to be the conduit for this information.

Ms. Sherry-Torres commented that community engagement will be important throughout the creation of the governing documents, including both the policies and procedures, as well as the strategic plan

**Adjournment:**

◇ Motion to adjourn. **[Fontana/Leger]** Passed unanimously.