

Convene: Chair called meeting to order.

Roll Call:

Members Present: Councilman Burgess, Chair, Director Leger, Treasurer, Diamonte Walker, Secretary, Councilwoman Kail-Smith, Steve Mazza, Councilman Lavelle, Tara Sherry-Torres

Public Comment:

- Sarah Slater, Pittsburgh Community Reinvestment Group
- Zeba Ahmed, Fineview Citizens Council/Brightwood Civic Group
- Joanna Deming, Fineview Citizens Council/Brightwood Civic Group

Approval of October Minutes:

◇ Motion to approve October Board meeting minutes as submitted [**Lavelle /Mazza**]. Passed unanimously.

Chairman's report:

Rev. Burgess provided an overview of the progress and activities of the last month.

The Board discussed the renewal of members with terms expiring. The Board acknowledged to formally renew the Council and Mayoral appointments, an additional council action is required. Councilwoman Kail-Smith's appointment was renewed through City Council action at the end on October.

◇ Motion to renew Members Sherry-Torres, Kail-Smith, and Leger for a three-year term beginning in 2015 and expiring in 2018 and to renew Members Mazza, Lavelle, and Fontana for a three-year term beginning in November 2019 and expiring in 2019. [**Lavelle/Mazza**]. Passed Unanimously.

The Chair discussed the letter received from the Pittsburgh Community Reinvestment Group [PCRG] regarding the PLB Policies and Procedures. There will be a meeting with PCRG membership to discuss citywide development and land recycling. Several board members volunteered to attend.

Administrator's Report:

IMcLaughlin provided the Board with an overview of the Policies and Procedures, including the priorities set by the Board to-date as well as the general structure of the draft document. The plan is to have the draft distributed for internal board review prior to the December board meeting for release to the general public shortly thereafter.

Report from Treasurer:

Board Treasurer, Paul Leger, presented the 2016 year-to-date financials. Ms. Davidson provided a report on the balance sheet, budget vs. actual, 3-month projection, and AP/AR.

◇ Motion to accept the October Finance Report [**Walker/Lavelle**]. Passed unanimously.

Administrator Davidson requested authorization to work with the Treasurer to draft and release an RFP for a 2016 financial audit. The intention is to seek pro-bono services and/or piggyback off of an existing URA contract per the October authorization to do so. Should that not be possible, an RFP will be necessary.

◇ Motion to authorize the Treasurer and Administrator to draft and release an RFP for 2016 financial audit professional services. **[Sherry-Torres/Mazza]**. Passed Unanimously.

Report from Communications Committee:

Communications Chair Sherry-Torres provided a report on the activities of the Communications Committee. The RFP for Community Engagement and meeting facilitation was released and closes on 12/2/16. The Communications Committee will serve as the selection committee, review responses, and provide a ranking recommendation to the full board for consideration at the December meeting. The timing is planned so that the consultant will be on-board prior to the public release so they may help inform the release, disseminate the draft widely, and capture all input from the beginning of the process.

◇ Motion to accept the Communications Committee report **[Mazza/Leger]**. Passed Unanimously.

Discussion:

Chairman Burgess once again noted the increased pace of activities and decisions, and thanked the Board and the public for their patience and continued support and diligence.

Adjournment:

◇ Motion to adjourn **[Leger/ Kail-Smith]**. Passed unanimously.