



**Pittsburgh Land Bank [PLB] Minutes
October 13, 2017**

Convene: Chair called meeting to order.

Roll Call: Administrator called the Roll. Members Present: Reverend Burgess, Chair, Jamil Bey, Vice-Chair, Diamonte Walker, Secretary, Senator Fontana, Councilman Lavelle, Tara Sherry-Torres

Public Comment:

Sarah Slater – Pittsburgh Community Reinvestment Group

Approval of July Minutes:

◇ Motion to approve September Board meeting minutes [**Lavelle/Fontana**] Passed Unanimously.

Chairman's report:

The Chair provided an update on the status of the Inaugural Policies and Procedures. The Chair will work with City Council to introduce an amendment to the Tri-Party Co-Op authorizing legislation, providing City Council the opportunity to consider the PLB's Policies and Procedures, as adopted by the PLB Board. Council will then consider a resolution introducing the Policies and Procedures, with a request from the Chair to hold the resolution and call a Public Hearing, before formal consideration.

Chair provided an overview of the need for legal services in 2018. Current Counsel, Irene Clark, if elected to the Commonwealth Court, will no longer be able to provide legal services to the PLB in January. The Chair asked the board, to authorize the executive committee to make a recommendation at the November board meeting regarding how to proceed, should Ms. Clark's contract need to be terminated in January 2018.

Administrator's Report:

BDavidson, representing the URA, acting PLB Administrator, provided an update on the final work products of the PLB's part-time summer intern and the Center for Community Progress. All projects were discussed in more detail in the Finance Committee and Communications Committee Reports later in the meeting.

Finance Committee Report:

In Dir. Leger's absence, Administrative Representative, B. Davidson provided the 2017 year-to-date and financials since last month's meeting, including a report on the balance sheet, budget vs. actual, 3-month projection, AP/AR, and monthly expenditures.

The Board discussed the fundraising strategy for 2018, and agreed to a 3-step approach: Work with City Council around three possible local sources, the City Operating Budget, Capital Budget, and Housing Opportunity Fund; Approach several local foundations for larger multi-year commitments, including those who have expressed interest in supporting the PLB; fill out programmatic and other budgetary gaps with smaller \$25-\$50,000 grant requests, as may be available.

Reverend Burgess will submit amendments to the City Operating Budget and Housing Opportunity Fund. Administrator will begin solicitation of funding sources and submission of letters of inquiry on behalf of the PLB. A summary of fundraising activities will be included in the Finance Report moving forward.

◇ Motion to accept the October Finance Report and the monthly expenditures **[Sherry-Torres/Fontana]**. Passed unanimously.

Communications Committee Report:

Communications Chair Sherry-Torres informed the Board that the website is up and running with the most pertinent information. A longer-term strategy will need to be developed regarding a full website buildout and communications strategy.

◇ Motion to accept the Communications Committee report. **[Fontana/Bey]** Passed Unanimously.

Legislative Update:

Special Counsel, Irene McLaughlin Clark informed the board of the upcoming State House Urban Affairs Committee Hearing on the 5-year progress report of the Land Bank Act. Sen. Fontana provided an update on SB 667, and committed to keeping the Board informed of any movement through the legislative process.

New Business:

Rev. Burgess noted that the Board will consider the three board seats whose terms are expiring at the November board meeting.

The Chair reminded the Board that the November board meeting date was moved back from November 10th to the 17th in observance of Veteran's Day.

The Board wished Irene Clark luck on the upcoming election.

Adjournment:

There was no more business and the Chair called for adjournment.

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