

Pittsburgh Land Bank [PLB] Minutes
September 9, 2016

Convene: Vice Chair called meeting to order.

Welcome: Chair welcomed new member Diamonte Walker – resident of District 6 and Mayoral appointee, replacing seat vacated by Karen Abrams, with a background in Planning.

Roll Call:

Members Present: Dr. Jamil Bey, Vice Chair, Director Leger, Treasurer, Senator Fontana, Councilwoman Kail-Smith, Steve Mazza, Tara Sherry-Torres, Councilman Daniel Lavelle, Diamonte Walker

Public Comment:

- Ted Zellers, Resident, City of Pittsburgh

Approval of July Minutes:

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

Chairman's report:

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

The Board discussed the Secretary position vacancy in the Executive Committee as well as the expiring terms of board member Councilwoman Kail-Smith and Tara Sherry-Torres. Councilwoman Smith will prepare her appointment for the October meeting. The suggestion was made to allow the seated/expiring community representative to renew if they wish to continue to serve. All three positions will be addressed at the October board meeting.

The Chair formally changed the name of the Procurement Committee to the Finance Committee and added an Executive Committee. DWalker joined the Communications Committee.

The Board provided reflections on the recent Land Bank Board Retreat facilitated by the Center for Community Progress. IMcLaughlin provided the next steps regarding drafting of Policies and Procedures.

Administrator's Report:

Bethany Davidson, representative of the Urban Redevelopment Authority, the PLB Administrator, provided the Board with the written testimony as submitted by Kyra Straussman at the August 4th Joint Democratic Policy Committee Blight Hearing. Senator Fontana participated as a Senate Committee members. Councilman Lavelle provided testimony on behalf of the Pittsburgh Land Bank.

Irene McLaughlin, Special Legal Advisor, reviewed an outline of an ethics and conflict of interest policy and distributed reference materials. The Board will review the reference materials and then a draft policy for consideration at the October Board meeting.

Reclaiming Vacant Properties Conference

Ten representatives from Pittsburgh will attend the upcoming conference in Baltimore. The board considered a travel policy to have in place in advance of the PLB-funded trip.

◇ Motion to approve the Pittsburgh Land Bank travel policy [**Fontana/Lavelle**]. Passed unanimously.

Report from Treasurer:

Board Treasurer, Paul Leger, presented the 2016 year-to-date financials, including budget vs. actual, 3-month projection, AP/AR, and

◇ Motion to accept the September Finance Report [**Leger/Sherry-Torres**]. Passed unanimously.

BDavidson provided an update on the procurement activities as requested at the June board meeting, as well

Report from Communications Committee:

Communications Chair Sherry-Torres provided a report on the activities of the Communications Committee. The Committee acknowledged receipt of notice from the Pittsburgh Community Reinvestment Group that they would not be pursuing the near-term contract for community engagement, ending the exclusive negotiations. The committee will produce a revised scope and plan by the next meeting.

They requested the Administrator increase the use of social media to share information and advertise meetings per the social media policy passed in July.

◇ Motion to accept the Communications Committee report [**Lavelle/Walker**]. 7 Yay/1 Nay (Kail-Smith) Motion passed.

Land Recycling Handbook Recommendations

BDavidson and KStraussman provided the Board with an overview of the soon-to-be completed Land Recycling Handbook and the sections which directly relate to the Pittsburgh Land Bank, as well as the recently initiated Cost of Blight analysis.

Adjournment:

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