



Pittsburgh Land Bank [PLB] Minutes

January 11, 2019

Convene: Chair called meeting to order.

Roll Call: Administrator called the Roll. Members Present: Jamil Bey, Vice-Chair, Diamonte Walker, Secretary, Senator Fontana, Councilwoman Kail-Smith, Councilman Lavelle.

Public Comment:

There was no public comment and the Chair proceeded to the next item on the agenda.

Approval of December 2018 Minutes:

◇ Motion to approve the December 2018 Board meeting minutes [**Fontana/Kail-Smith**] Passed Unanimously.

Chairman's Report:

The Chair raised the topic of the PLB monthly meeting time and asked staff to identify other times for the Board meeting to begin, keeping with the same day of the month.

The Board reviewed the memo on 2019 priorities as prepared by staff and began a discussion on additional actions for 2019. The Board agreed to continue the discussion at February's meeting.

The Chair provided an update on the 2019 staffing plan and distributed draft job descriptions. The Chair will work with the staff and the URA to finalize and post the second full time position by the end of the month.

Legal Counsel reminded the board to complete and submit their annual conflict of interest and ethics forms. They were distributed.

Administrator's Report:

The Board discussed the next set of parcels identified by staff for the PLB's inventory pipeline.

Staff introduced the next steps with regards to the Pittsburgh Property Reserve reform and a one-page overview of the general plan. The board asked for additional detail and to re-think the committee make-up to ensure there is a variety of perspectives, stakeholders and ideas represented.

Finance & Fundraising Report:

Staff introduced the Finance Report and December payables. Staff reviewed the year-end financials for 2018 and notified the board that February's financial reports will only reflect 2019 activity.

The Board held the 2018 audit contract until the February meeting so the Treasurer could be present.

◇ Motion to accept the financial report and approve the expenditures [**Walker/Lavelle**] Passed Unanimously.

Communications Committee:

Committee Chair Dr. Bey reminded the Board the website RFW had been released in November and requested they share with their networks.

Nominations Committee:

The Nominations Committee reminded the public and board that the PLB was seeking a new board member – a resident of either City Council District 5, 7, or 8, and to submit nominations to the PLB Administrator for consideration. Councilwoman Kail-Smith expressed she may have an additional nominee.

New Business:

The Chair introduced the idea of convening meetings with the new state elected officials as an introduction to the Pittsburgh Land Bank. The Board agreed with the idea. Senator Fontana offered the support of his office to help convene a meeting in the month of February.

Adjournment:

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

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