

Rochester Land Bank Corporation
Meeting Minutes
February 21, 2024
City Hall, Room 223B
30 Church St, Rochester, NY 14614

Board Members Present: Carol Wheeler, John Fornof, Kurt Martin, James Smith and Eric Van Dusen

Board Members Absent: Erik Frisch and LaShay Harris

Non-Board Members Present: Paul Scuderi, Andrew Creary, Rianne Mitchell and Cindy Castillo

The meeting was called to order at 2:04 pm by Carol Wheeler.

John Fornof made a motion to elect Kurt Martin as Secretary Pro-Tem; James Smith seconded. The motion was approved by the Board.

Eric Van Dusen moved that the minutes from the last meeting held January 18, 2024 be approved; John Fornof seconded. The motion was approved by the board at 2:06 pm.

John Fornof then presented the **Treasurer's Report and the Cash Disbursement Report for the month of February 2024**. The Treasurer's Report for the month of February classified the disbursements for the month and reported the revenue received for the month of February.

All reports were distributed to all members for review.

The first item on the agenda was **Resolution No. 2 of 2024 to Authorize the Sale of Certain Properties**. Rianne Mitchell presented the Resolution and provided the detailed information of the sale of two properties.

John Fornof made a motion to approve Resolution No. 2 of 2024 Authorizing the Sale of Certain Properties; Kurt Martin seconded. The motion was approved by the Board at 2:11pm.

The board discussed the items noted on the meeting agenda. None required board action.

The first item of Discussion on the agenda was the **Draft Annual Report to City Council**. Rianne Mitchell presented and reviewed the annual report with the Board. The Board provided for the final version which will be presented to City Council.

The next item of Discussion on the agenda was the **Committee Updates**. Rianne Mitchell reported on the Strategic Planning Committee and provided a summary of the past work session and discussed the plans for the next meeting. Carol Wheeler and Cindy Castillo reported on the Communications Committee and provided a summary of the past two meetings held and discussed the plans for the next meeting.

The last item of Discussion on the agenda was the **Property Manager RFP**. Rianne Mitchell reported on the explained the details of the Property Manager request for proposal and noted the deadline for submission.

James Smith made a motion to enter into Executive Session pursuant to Open Meetings Law Section 105. 1.d., for discussions regarding proposed, pending and current litigation; John Fornof seconded. The motion was approved by the Board at 2:46 pm and the Board entered into Executive Session.

The Board returned to open session at 3:07 pm.

Carol Wheeler brought the discussion to a close. James Smith made a motion to adjourn the meeting, John Fornof seconded, all were in favor.

The meeting was adjourned at 3:08 pm.

ATTEST:


Kurt Martin, Secretary Pro-Tem