



BUFFALO ERIE NIAGARA LAND IMPROVEMENT CORPORATION
BOARD OF DIRECTORS MEETING MINUTES
August 17, 2017 – 11:00 AM
Brisbane Building Conference Room 521
403 Main St. Suite 602
Buffalo, New York 14203

Call to Order by Brendan Mehaffy

ATTENDANCE:

Board Members Present: Brendan Mehaffy, Joseph L. Maciejewski, Timothy Ball, Donna J. Estrich, Joseph Hogenkamp, James Comerford, Jr., OJ McFoy,

Board Members *Excused*: Christopher J. Schoepflin, Thomas Hersey, Frank E. Krakowski, Michael Siragusa,

Fiscal Agent *Absent*: Robert Keating

BENLIC Counsel Present: Martin Polowy

Executive Director: Jocelyn Gordon

Program Coordinator: Alex Carducci

Guests: Ben Brown – BENLIC AmeriCorps

HAND OUTS:

Agenda; Minutes of July 2017 Board Meeting; August 2017 Treasurer's Report; **Resolution #2017-38** Approve Accounting Firm for BENLIC Accounting Services; Revised-Proposed Corporation Rules and Procedures; Minutes of the Aug. 9 2017 Real Estate Subcommittee; Letter from Roycroft Campus Corporation.

NEW BUSINESS:

1. Roll Call
2. Approval of Minutes: The minutes of the July 20, 2017 Board of Directors Meeting were presented and reviewed. A motion was made by OJ McFoy to approve, seconded by Joseph Hogenkamp, and unanimously carried as approved.
3. Treasurer's Report: Treasurer Joseph Maciejewski presented a Treasurer's Report as of July 31, 2017 with a balance of \$ 2,167,491.32 (M&T Bank). A motion was made by OJ McFoy. to approve, seconded by Jim Comerford and unanimously carried as approved.

4. Resolution #2017-38 – Approve Accounting Firm For BENLIC Accounting Services

Donna Estrich, Chair of Audit and Finance Committee presented the item. She explained that an RFP had been sent out by BENLIC Staff to more than 15 firms; BENLIC received three proposals. She explained that a communication had been sent out by BENLIC Staff to all three respondents for a request for clarification if necessary and to invite firms for interview. Only two firms responded to the request. As such, on August 14, 2017, the firms were interviewed by the Committee with BENLIC Staff. Considering together the firm's interviews and proposals, the Audit and Finance Committee unanimously recommended Lumsden McCormick.

Jocelyn Gordon commented that BENLIC possessed eligible funds from the most recent LISC grant of \$16,739 for accounting services which will cover a considerable portion of the proposed fee of \$18,500.

Donna Estrich discussed that the resolution considered extension for two additional years at the sole option of BENLIC Audit and Finance Committee.

Resolution #2017-38 ATTACHED.

5. Personnel Subcommittee Report:

Chairman Mehaffy remarked that the Committee was unable to formally convene because Frank Krakowski was unable to attend the morning's scheduled meeting. Chairman Mehaffy remarked that the meeting did not occur but would occur in the near future.

6. Corporation Rules and Procedures – Revisions Proposed

BENLIC Counsel Martin Polowy summarized proposed changes to the Corporation's Rules and Procedures. At the prior Board meeting, some changes to the Request for Foreclosure process were presented – changes to Acquisition Forms and Samples Resolution provided to municipality. The changes proposed at the present meeting were summarized as enabling BENLIC to identify and acquire properties from in rem sales provided local municipality supplies BENLIC with Acquisition materials and a resolution.

Chairman Mehaffy discussed that the acquisition process of City of Buffalo in rem auction properties requires waivers of the current Rules and Procedures to approve any action, but that the procedure should be at a future time memorialized in Rules and Procedures.

Motion to approve the revised Rules and Procedures made by Michael Siragusa and seconded by Tim Ball, and unanimously carried as approved.

7. Real Estate Subcommittee

Alex Carducci reviewed the Real Estate Subcommittee meeting minutes with board members. Board members reviewed two properties BENLIC staff had listed for sale within the Village of Angola through the NYS MLS subscription service. Board Vice Chair Hogenkamp discussed the recent property survey BENLIC staff members conducted within the City of Tonawanda in anticipation of the cities upcoming foreclosure auction. Additionally, BENLIC staff shared photographs of another pre-foreclosure survey conducted in the City of Lackawanna. Staff also discussed the presentation given to the Real Estate Subcommittee by Bailey Green Initiative representative John Somers.

8. Executive Director's Report

Jocelyn Gordon provided her report including an update on current BENLIC communications with Roycroft Campus Corporation Executive Director, Curt Maranto, regarding potential acquisitions in the Village of East Aurora. Board members directed BENLIC staff to request the Village of East Aurora submit a formal resolution inviting acquisition of the properties and to develop a pre-acquisition agreement with the Roycroft Campus Corporation.

BENLIC Counsel, Martin Polowy, reviewed changes to the corporations' insurance and title requirements with board members. Jocelyn discussed the difficulty in finding qualified contractors who meet the new higher liability insurance requirements.

Jocelyn asked for any comments on the new draft business plan. Board Chair Mehaffy felt that the plan should include a more detailed description of the corporations' core values. Finally, Jocelyn reported on her recent meeting with state-wide land bank executive directors in Albany earlier in the month.

Adjournment:

A motion to adjourn was made by Joseph Maciejewski and seconded by Donna Estrich and unanimously carried as adjourned.

NEXT MEETING: Board of Directors – 11 a.m. September 21, 2017
Location: Brisbane Building Conference Room 521 (403 Main St)

Recorded by: Frank E Krakowski
Submitted for Approval: Frank E Krakowski
Adopted by BENLIC Board Members on _____