



BUFFALO ERIE NIAGARA LAND IMPROVEMENT CORPORATION
BOARD OF DIRECTORS MEETING MINUTES
March 18th, 2021 – 11:00 AM –
Via Teleconference Buffalo, New York 14203

Call to Order by Brendan Mehaffy

ATTENDANCE:

Board Members Present: Brendan Mehaffy, Scott Bylewski, Timothy Ball,
Thomas Hersey, William Reece, Donna Estrich,
Amanda Mays, OJ McFoy

Board Members *Excused*: Michael Grifa, Michael Siragusa, James Comerford, Jr.

Board Members *Absent*:

Fiscal Agent Present: Bob Keating, Carl Widmer, Christine Marino,
Seth Hennard

BENLIC Counsel Present: Benjamin Macaluso

BENLIC Staff: Jocelyn Gordon, Ben Brown, Angelina White,
Marjorie McAllister

HAND OUTS:

Agenda; Minutes of February 2021 Board Meeting; February 2021 Treasurer's Report; Real Estate Committee Report, Vacant to Value Activity

NEW BUSINESS:

1. Roll Call

2. Approval of February 2021 Minutes with Real Estate Committee Minutes:

The minutes of the February 18th, 2021 Board of Directors Meeting were presented and reviewed.

A motion to approve was made by Timothy Ball seconded by Amanda Mays, and unanimously carried as approved.

3. Treasurer's Report: Executive Director Jocelyn Gordon presented the February 2021 Treasurer's Report, as of February 28th, 2021, the balance was \$3,093,796.65. The balance includes \$1,500,000.00 in Treasury Bills the Corporation purchased for in late December of 2019.

A motion to approve was made by Timothy Ball, seconded by William Reece, and unanimously carried as approved.

4. Approval of 2020 Reports

The following reports were presented and reviewed:

- 2020 Independent Audit-Financial Statements, Management Letter, Internal Controls
- Procurement
- Investment
- Property
- Performance Measurement
- Completion of Board of Directors Evaluations
- Annual Report

A motion to approve all reports was made by Donna Estrich seconded by OJ McFoy, and unanimously carried as approved.

5. Election of Officers for 2021: Chair, Vice Chair, Treasurer, Secretary

Brendan Mehaffy was reelected to Board Chair, Michael Siragusa was reelected as Vice Chair, William Reece was reelected as Treasurer, and the secretary position remains open.

A motion to approve the 2020 Elected Officers was made by Timothy Ball, seconded by Donna Estrich, and unanimously carried as approved.

6. Elections of Committee Members, Including Chairs of Committees:

Governance Committee - Elected Chair is Timothy Ball, members include Brendan Mehaffy and Michael Siragusa.

Audit and Finance Committee - Elected Chair is Donna Estrich, members include Michael Siragusa, William Reece and Bob Keating.

Real Estate Committee - Elected Chair is William Reece, members include James Comerford Jr., Thomas Hersey, Scott Bylewski, and Michael Grifa.

A motion to approve the 2021 Elected Chairs and Committee Members was made by Timothy Ball, seconded by Scott Bylewski, and unanimously carried as approved.

7. Annual Review and Approval of Corporation Policies

The following corporation policies were presented and reviewed:

- Investment and Deposit Policy
- Code of Ethics Policies
- Property Disposition

A motion to approve all reports was made by OJ McFoy seconded by Timothy Ball, and unanimously carried as approved.

8. Bid Approvals

Resolution #2021-15 102 Humason, Buffalo-Complete Rehab Project

BENLIC acquired 102 Humason Avenue, Buffalo NY via its 2020 BENLIC City of Buffalo Property Acquisition Agreement. The property was a good candidate for BENLIC rehabilitation as a single-family home within a low-moderate income-neighborhood in the City of Buffalo, providing an opportunity for first-time homebuyer. The property has been cleaned out and stabilized. Funds for rehabilitation will be provided by Enterprise Community Partners. Four (4) bids were presented to the board. BENLIC recommended that the board accept Berkley Building Inc's bid of \$147,575.00.

A motion to approve Berkley Building Inc's bid was made by OJ McFoy, seconded by William Reece, and unanimously carried as approved.

9. Confidential Evaluation of Board Performance

10. Executive Session

Salary increases for BENLIC staff were presented to the board for Executive Director, Program Manager, Property Inspector, and Real Estate and Sales Coordinator. A 3.5%

increase was presented for Executive Director, Program Manager, and Building Inspector, and a 10% increase was presented for the Real Estate and Sales Coordinator.

A motion to approve salary increases was made by Thomas Hersey, seconded by William Reece, and unanimously carried as approved.

A motion to adjourn the meeting was made by OJ McFoy, seconded by Thomas Hersey, and unanimously adjourned.

NEXT MEETING: Board of Directors – 11 a.m. April 22nd, 2021

Location: Virtually via Zoom

Recorded by: Angelina White, BENLIC Staff

Submitted for Approval: Jocelyn Gordon, Executive Director

Adopted by BENLIC Board Members on _____