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Allegany County Land Bank
Board of Directors Meeting
ANNUAL MEETING
January 22, 2024

Attending: _ Brian Loucks _ Kier Dirlam _ Dave Evans
_ Darwin Fanton _ Jenna Kelley _ Ed Zalar
Excused: _____
Absent: _____
Contractors: Jason Isaman

1. **CALL TO ORDER:**
   a. The meeting was called to order at _:__ AM by Chairman Loucks.

2. **MINUTES:**
   a. Regular Board Meeting: The minutes from the December 18, 2023 are reviewed.

A motion by _____ and seconded by _____ to approve the December 18th, 2023 regular board of directors meeting minutes is __ Approved __ Not Approved

3. **FINANCIAL:**
   a. **Treasurer's Report**
      i. January 2023

On a motion by _____ and seconded by _____, the January, 2023 Treasurers report is __ Approved __ Not Approved.

   b. **Administrative Invoices**

i.	Fourth Sector	$5,083.33
ii.	Cunningham	$ 300.00
iii.	NYLBA Dues	$1,500.00

A motion by _____ and seconded by _____ to pay two administrative invoices in the total amount of $6,883.33 is Approved.

4. **FUNDING:**
   a. HCR Land Bank Initiative:
      i. Phases
         1. Received Q1 2024 admin funds.
         2. Requested funds for 172 E. State and Stannards demos.

5. INFRASTRUCTURE:

a. Current Inventory:

172 E. State St. Wellsville
2361 Rt 19 Wellsville
62 O'Connor St. Wellsville
26 Main St. Almond
211 Main St. Bolivar
31 Grover St. Wellsville
10 Spring St. Cuba
15 Second St. Andover
7283 Route 20, Friendship
32 Chestnut St. Wellsville
73 Olive St. Bolivar

Disposition Updates:

a. Properties for Sale:
   i. 211 Main St. Bolivar- Contract approval.
b. Demolition Properties:
   i. 172 E. State St. Wellsville – Abatement and Demo complete
   ii. 2361 Rt 19 Wellsville – Abatement and Demo Complete
   iii. 10 Spring St. Cuba – RFPs Received. Meters removed.
   iv. 7283 Route 20, Friendship – RFPs Received. Meters removed.
   v. LBI phase 2 budget $46k for Cuba and Friendship.

c. Stabilization Properties: Five Properties slated (6 units)
   i. 62 O'Connor St. Wellsville – testing and SoW complete.
   ii. 26 Main St. Almond (duplex) – testing and SoW complete
   iii. 31 Grover St. Wellsville – Abatement delayed (SHPO)
   iv. 15 Second St. Andover – testing and SoW complete

d. Occupied Properties:
   i. 32 Chestnut St. Wellsville – occupied.
   ii. 73 Olive St. Bolivar – occupied.

6. HOUSING STUDY

a. Updates: Approx. 1,300 surveys completed. Ready for evaluation and report.

7. EXECUTIVE DIRECTOR REPORT:

a. **Major Achievements**

i. Received and opened bids for abatement/demo of Cuba and Friendship.
ii. Received HCR approval to proceed with E. State and Stannards demos.
iii. Worked with Air Monitor and Contractor on E. State and Stannards abatement and demo.
iv. Worked with 211 Mian St. Bolivar buyer and attorney to get an agreeable contract drafted.
v. Attended NCCC applicant webinar.
vi. Began NCCC application. 75% complete.

b. **Goals For Next Month**

i. Oversee abatement and demo of Cuba and Friendship properties.
ii. Prepare PARIS info for submittal.
iii. Complete and Submit NCCC application.
iv. Evaluate Windshield Survey data.
v. Figure out what to do about occupied properties.

c. **Barriers To Meeting Goals**

i. Need to get historic tax sale data from AC Treasurer's office and home sales data from RP.
ii. HCR approval for capital project expenditures.
iii. PARIS season along with having several projects started and multiple grant applications started will undoubtedly create time/schedule challenges.

d. **Upcoming Events**

i. 1/25 NY Land Bank Assoc. monthly meeting 12:30 pm
ii. AmeriCorps NCCC application due Feb 1, 2024:
iii. PARIS due March 31, 2024

8. OLD BUSINESS:

a. Login credentials for bookkeeper.
b. Legal representation.

9. NEW BUSINESS:

a. Board Elections and Committee Appointments.
b. Cyrco Demo and Abatement Invoices.
c. New Laptop and Printer.

10. CORRESPONDENCES:

11. GOOD OF THE ORDER:

a. Vacant Board Seat

12. NEXT MEETING:

a. Next meetings will be scheduled for Feb 26, 2024 at 9AM

13. ADJOURNMENT:

On a motion by _____and seconded by _____the meeting was adjourned at __:__ AM.