

BUFFALO ERIE NIAGARA LAND IMPROVEMENT CORPORATION
BOARD OF DIRECTORS MEETING MINUTES
November 16, 2012 - 9:00 AM
Edward A. Rath County Office Building, Room 1004

Call to Order by Chairwoman Maria Whyte.

ATTENDANCE:

Board Members: Chairwoman Maria Whyte, Brendan Mehaffy, Frank E. Krakowski, David Comerford, James Comerford, Jr., Joseph Hogenkamp, Christina Orsi, Janet Penksa, Michael Siragusa.
Excused: Joseph L. Maciejewski, Timothy Ball.

GUESTS:

There were many guests in attendance: Joseph Kelemen, WNY Law Center; Vicki Kessinger U.B., Bianca Acevedo, COB/OSP; Hub Frawley, Mayor Angola, Seth Piccirillo Director DCD Niagara Falls, Alan Oberst, Artvoice; Michael Clarke, Land Bank Working Group. Martin Polowy, EC Law Department; Jason Knight, EC DEP; Christopher Szczygiel, EC Intern for R. Tobe, Eric Gillert Planning Director Amherst.

HAND OUTS:

Agenda, Minutes of October 19, 2012 Board Meeting, Standardized Inspector Report (SIR) Maintenance Disposition & Reuse Plan (MDR Plan), Memorandum from Eric Gilbert AICP, Planning Director Town of Amherst, regarding changes to SIR & MDR Plan forms, Land Bank Parking Lot Issues.

NEW BUSINESS:

1. Approval of Minutes: The minutes of the October 19, 2012 Buffalo Erie Niagara Land Improvement Corporation (BENLIC) were presented and reviewed. Motion to approve by James Comerford, seconded by Joseph Hogenkamp and unanimously carried as approved.
2. Group Discussion of the Template Resolution , Disposition Policies and Procedures and Sample SIR MDR Forms:
3. Maria Whyte as for adoption of the Disposition Policies and Procedures Policy Documents. A motion to approve by David Comerford, seconded by Michael Siragusa and unanimously carried as approved.
4. Template Resolution and the Sample Inspectors Report MDR Plan Documents were tabled by Maria Whyte for additional comment period and to be reintroduced at the January meeting, unanimously carried.
5. Maria Whyte introduced the following Mission Statement for BENLIC:
 - The Buffalo Erie Niagara Land Improvement Corporation (BENLIC) seeks to confront and alleviate the problems distressed properties cause to communities by supporting municipal and regional revitalization efforts and strategically acquiring, improving, assembling, and selling vacant, abandoned, and tax-delinquent properties.
 - Maria Whyte asked the Board members to submit any additional or correction to her before the January meeting so that the Mission Statement may be adopted.
6. Nominees for Audit Committee are as follows:

Mike Siragusa, Joe Hogenkamp, and Janet Penksa

A motion by Christina Orsi to approve Audit Committee as submitted, seconded by Brendan Mehaffy, unanimously carried as approved.
 - Naming of Fiscal Agent: Maria Whyte recommended that we wait until after the upcoming election to name a fiscal agent, which the Board will address at the January meeting.

- Selecting an Audit Committee: After a short discussion a Committee was nominated by Maria Whyte as follows:

Joseph Hogenkamp, Michael Siragusa, and Janet Penksa.

A Motion to approve the committee will be taken up at the January meeting.

7. Adoption of 2013 Meeting Schedule:

All meetings at 9:00 a.m. in Room 1004, Edward A. Rath County Office Building

January 18	June 21
February 15	July 19
March 15	September 20
April 19	October 18
May 17	November 15

Motion by James Comerford Jr. to accept schedule as submitted, seconded by Janet Penksa, unanimously carried as approved.

8. Miscellaneous Issues to be addressed at the January 18th Meeting:

- a) Fiscal Agent
- b) Fundraising
- c) Adoption of 2013 Budget
- d) Target Properties by FGUs for 2013
- e) Website/Domain name
- f) Local government updates/presentations
- g) Re-election of Officers
- h) ABO Policy/Training
- i) Bidder protest/vendor exemption

Next Meeting: January 18, 2013 Board of Directors is at 9:00 a.m.
Location: Edward A. Rath County Office Building, Room 1004

Motion to adjourn made by James Comerford Jr., seconded by Brendan Mehaffy, unanimously carried as approved.

Recorded by: Frank Krakowski

Submitted for Approval: Frank Krakowski, Secretary