

# Rochester Land Bank Corporation

## Board Meeting Agenda

August 29, 2013

2:00pm – 4:30pm

- 2:00: Call to Order
- 2:00 – 2:05: Welcome & Introductions
- 2:05 – 2:15: Adopt By-laws
- 2:15 – 2:35: Nominate & Elect Officers  
*Mandatory (as delineated in By-laws)*
- Chair
  - Vice-Chair
  - Secretary
- Non-Mandatory (but necessary)*
- Treasurer
- 2:35 – 2:40: Designate two representatives for Authorities Budget Office
- 2:40 – 2:45: Adopt a schedule of regular meetings for FY 2013-2014 and establishment of Annual Meeting
- 2:45 – 3:05: Establish Committees and Working Groups to accomplish the following:
- Acquisition & Disposition
  - Mission Statement & Measurables
  - Code of Ethics and Conflict of Interest Policy
  - Website
  - Compliance & Annual Reporting Requirements
  - Funding & Grant Applications
  - Liaison to Community Advisory Group
- 3:05 – 3:15: Other Business
- NYS Attorney General Request for Application for Community Revitalization Initiative (Funding)
    - Adopt resolution for Privacy Policy
  - Amendment to Land Bank Legislation (“Trump Bids”)
  - Land Bank Advisory Committee
- 3:15 – 4:00: Jean Lowe – HOME Rochester Overview
- 4:00 – 4:30: Real Estate Negotiations



**Rochester Land Bank Corporation**

**Board Meeting Agenda**

**City Hall – Rm. #223-B**

**September 17, 2013**

**4:00pm – 5:00pm**

- |            |                                                                                                        |
|------------|--------------------------------------------------------------------------------------------------------|
| 4:00:      | Call to Order                                                                                          |
| 4:05-4:15: | Approval of 8/29/13 Minutes                                                                            |
| 4:15-4:25: | Discussion of Resolution regarding necessary Corporation Policies                                      |
| 4:25-5:00: | Discussion about the Land Bank's application for the OAG's Community Revitalization Initiative (Grant) |



**Rochester Land Bank Corporation**

**Board Meeting Agenda**

**City Hall – Rm. #223-B**

**October 17, 2013**

**3:00pm – 4:00pm**

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|------------|------------------------------------------------------------------------|
| 3:00:      | Call to Order                                                          |
| 3:05-3:15: | Approval of 9/17/13 Minutes                                            |
| 3:15-3:20: | Discussion about Letterhead design                                     |
| 3:20-3:30: | Creation of Acquisition & Disposition Committee                        |
| 3:30-4:00: | Discussion about the Rochester Land Bank Corporation Mission Statement |



**Rochester Land Bank Corporation**

**Board Meeting Agenda**

**City Hall – Rm. #223-B**

**November 21, 2013**

**3:00pm – 4:00pm**

- 3:00: Call to Order
- 3:00-3:05: Approval of 10/17/13 Minutes
- 3:05-3:15: Discussion of Composition of Board of Directors
- 3:15-3:25: Discussion of Acquisition & Disposition Policies
- 3:25-3:35: Discussion of Shared Services Agreement with the City
- 3:35-3:45: Discussion of Tentative Timeline of Land Bank Activities
- 3:45-4:00: Update on Grant
- Discussion of Full-time Position



**Rochester Land Bank Corporation**

**Board Meeting Agenda**

**City Hall – Rm. #223-B**

**December 19, 2013**

**3:00pm – 4:00pm**

- |            |                                                                           |
|------------|---------------------------------------------------------------------------|
| 3:00:      | Call to Order                                                             |
| 3:00-3:05: | Approval of 11/21/13 Minutes                                              |
| 3:05-3:20: | Discussion of Contract for OAG Grant                                      |
| 3:20-3:35: | Board Vote on Acquisition & Disposition Policies                          |
| 3:35-3:45: | Discussion of Banking Resolution                                          |
| 3:45-4:00: | Review of Task List developed from Timeline discussed at November meeting |