

DETROIT LAND BANK AUTHORITY

BOARD OF DIRECTORS MEETING
GUARDIAN BUILDING
500 Griswold St, Suite 1200 • Detroit, Michigan
(Belle Isle Conference Room)
Tuesday, November 14, 2017
1:00 PM
MINUTES

Present: Erica Ward Gerson
Patricia Pernell-Shelton
Rasul Raheem
Richard Hosey

Absent: Carol Walters (Excused)

Others Present: Public, DLBA Staff;

CALL TO ORDER

Chairperson Ward Gerson called the November 14, 2017 meeting to order at **1:06 p.m.**

ROLL CALL

Member Raheem called roll. 4 out of 5 Members were present and a quorum was met.

ADOPTION OF THE AGENDA

Chairperson Ward Gerson called for the adoption of the agenda. **Motion by Member Raheem to adopt the agenda. Supported by Member Pernell-Shelton. MOTION APPROVED.**

REVIEW AND APPROVAL OF MINUTES

Chairperson Ward Gerson called for the approval of the minutes. **Motion by Member Raheem for approval of the October 17, 2017 Board of Directors meeting minutes. Supported by Member Pernell-Shelton. MOTION APPROVED.**

PUBLIC COMMENT

Chairperson Ward Gerson opened the floor to public comment, there was none provided.

STAFF REPORTS

Each department provided a brief staff report.

MOVE UPDATE

Saskia Thompson, Executive Director reported that the move is in process and expected to be complete by this Friday. Kudos to the Operations and IT departments for making the move easy. Board members were encouraged to visit the 15th floor. Chairperson Ward Gerson inquired about the possibility of a security door for the 12th floor. Irene Tucker, CFO will look into and provide a quote.

2018 BOARD MEETING SCHEDULE

Chairperson Ward Gerson polled members for the 2018 Board meeting dates and discussion ensued. Rhonda Anderson will reach out to Member Walters, confirm new time and send out an email to all members finalizing the schedule.

STANDING COMMITTEE REPORTS

Finance and Audit

Member Hosey stated that the committee met last week and provided an update to the group. Member Hosey reported that the audit has been finalized and they are working on rolling out a disclosure form at the December Board meeting for the Executive team to sign off on next year. Member Hosey also reported that they received updates from the Legal and Demo departments and would like to continue to receive demo updates.

Project Review

Member Pernell-Shelton had no additional report other than what was given in department updates.

Community Engagement

Member Pernell-Shelton thanked the teams for all their hard work and major changes that have been made to continue to create transparency. Special thanks to Tammy Daniels, Interim Demolition Director for all of her hard work.

TREASURER'S REPORT

Irene Tucker, CFO, distributed and reviewed the October 2017 metrics highlighted the increase in cash and discussion ensued. Irene reported that she has been working with the Executive Team to finalize the budget and will present final to Board at the December meeting for approval and to the City as well.

NEW BUSINESS

Resolutions.

11-01-2017 RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO ENTER INTO AN AGREEMENT WITH ENVIRONMENTAL MAINTENANCE SERVICES, INC. Reginald Scott, Disposition Director provided background and discussion ensued. **Motion by Member Hosey to approve resolution. Supported by Member Pernell-Shelton. MOTION UNANIMOUSLY APPROVED.**

11-02-2017 RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE A TITLE INSURANCE ESCROW AGREEMENT. Erica Ward Gerson provided background. **Motion by Member Hosey to approve resolution. Supported by Member Raheem. MOTION UNANIMOUSLY APPROVED.**

11-03-2017 RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO ENTER INTO AN AMENDMENT TO AN EXISTING SERVICES AGREEMENT WITH VISIONSOFT INTERNATIONAL, INC. Irene Tucker, CFO provided background and discussion ensued. **Motion by Member Hosey to approve resolution. Supported by Member Pernell-Shelton. MOTION UNANIMOUSLY APPROVED.**

11-04-2017 RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO ENTER INTO A SERVICES AGREEMENT WITH EVANTAGE SERVICES, INC. Michael Brady, General Counsel provided background to the group and discussion ensued. **Motion by Member Hosey to approve resolution. Supported by Member Pernell-Shelton. MOTION UNANIMOUSLY APPROVED.**

11-05-2017 RESOLUTION AUTHORIZING EXECUTIVE DIRECTOR TO EXECUTE A SETTLEMENT AGREEMENT. Chairperson Ward Gerson provided background to the group and discussion ensued. **Motion by Member Hosey to approve resolution. Supported by Member Pernell-Shelton. MOTION UNANIMOUSLY APPROVED.**

Chairperson Ward Gerson called for a **Motion to enter Closed Session. Motion by Member Hosey. Supported by Member Pernell-Shelton. MOTION UNANIMOUSLY APPROVED.**

Member Raheem called roll for each Board Member to go into Closed Session. All 4 members voted yes to move into closed session. **MOTION UNANIMOUSLY APPROVED.** Chairperson Ward Gerson moved to Closed Session at **2:36 p.m.**

CLOSED SESSION

In accordance with the State of Michigan's Open Meetings Act, Section 8, Closed Sessions are permitted. The conditions of such a Closed Session includes the following: 1) The Session must be for a "limited purpose," 2) the Session must be conducted during the course of an open meeting and 3) per Section 9(1) of the OMA, the minutes of the open meeting must include the purpose for which a closed session is held.

Permitted purpose of closed session was "to consult with its attorney regarding trial or settlement strategy in connection with specific pending litigation" as permitted in MCL 15.268(e) and "to consider material exempt from discussion or disclosure by state or federal statute," specifically Section 13(1)(g) of Michigan's Freedom of Information Act, which protects the attorney-client privilege, as permitted in MCL 15.268(h).

After returning to open session at **3:09 p.m.**, the Board discussed Buy Back program, and organizational statistics.

ADJOURNMENT

There being no further business, Chairperson Ward Gerson called for a **Motion to adjourn. Motion by Member Raheem to adjourn the meeting. Supported by Member Hosey. MOTION UNANIMOUSLY APPROVED.** The meeting was adjourned at **3:29 p.m.**