



**WATERBURY LAND BANK AUTHORITY  
BOARD OF DIRECTORS MEETING MINUTES**

**RE:** Draft Board of Directors Meeting Minutes

**Date:** February 6, 2023

**Location:** Zoom

**Call to Order:** 9:02 AM, Chairman, Fred Luedke

**Attendees:** Directors - Fred Luedke (Chairperson), Gawdys Grullon, Dan Lauer, Joel Becker, Mark Malaspina (Secretary), Bob Polito (Treasurer)

**Absentees:** Dr. James Gatling (Vice Chairperson)

**Executive Director** – Nancy MacMillan

**1) Approval of Meeting Minutes:**

**Minutes of the last meeting.**

Director Luedke invited a motion to have the Board accept and approve the Board Meeting minutes of the January 23, 2023, meeting as presented. Bob Polito made the motion; Dan Lauer seconded the motion. There was no further discussion. The motion passed unanimously. Board Meeting Minutes from January 23, 2023. (*See Attachment 1.*)

**2) Financials:**

**Discussion regarding accounting.**

There was no financial report per se for this meeting. Bob discussed the annual financial review for 2022/23 and audit for 2023/24. Request was made for a financial report with monthly column and a year-to-date column. Nancy gave a brief report on the current checking account balances.

**3) Executive Director's Report:**

Chairman Luedke asked the Board of Directors if everyone had read the Executive Director's report prepared by Nancy MacMillan and if anyone on the Board had any questions. There were no immediate specific questions from the Board, so Fred had asked Nancy to discuss the primary points of her report.

Nancy discussed her meeting with Kristen Jacoby, the E.D. with the Greater Waterbury United Way. The zoom meeting last week was all positive and there was a good exchange of ideas. The United Way focuses on education, health, and shelter. The homeless situation in Waterbury is very much on their radar. Kristen had invited Nancy to join the United Way outreach group on Friday morning to visit homeless encampments, the homeless shelter, and the mission kitchen. It was an opportunity to get to know the folks with the United Way and to see firsthand the current status of folks who are in need of assistance within the City of Waterbury.

The Board discussed the upcoming Leaders & Lenders Forum which is being planned for March 1, at 8 am at the Marriott Courtyard. The forum will include community leaders, lenders, and funders. Conversations with funders have been enthusiastic about our strategy and upcoming



## WATERBURY LAND BANK AUTHORITY BOARD OF DIRECTORS MEETING MINUTES

programs. These conversations have been encouraging enough for the WLB to hold its first public event, Leaders & Lenders Forum. We are honored to have Mayor O’Leary attend this event and to be part of our panel discussion. He has confirmed his availability. Carol O’Donnell and I are working on a general outline, an attendee’s invitation list, and a panel discussion outline.

There was a Board discussion regarding how the sales of our potential infill housing developments would be handled and the leveraging of financing for these transactions. Subsidy will be required for the developments in order to keep the sales prices affordable. Since there will be a variety of income groups for buyers, financing of each development will need to be considered on a case by case basis.

Nancy noted that her next meeting with Mike LeBlanc was Feb 9<sup>th</sup>, and Atty Kevin Daly will be attending to discuss the first set of properties which the Land Bank will acquire and to discuss the Land Bank accepting donated property. Guidelines for accepting donations will concur with our policies and procedures.

After general discussion about various items on the E.D. report, there were no further items to discuss.


Our 2023 Board of Directors Meetings are scheduled for future dates: Feb 20; March 6, 20; April 3, 17; May 1, 15; June 5, 19; July 10, 24; Aug 7, 21; Sept 11, 25; Oct 16, 30; Nov 13, 27; Dec 11.

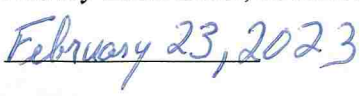
**Adjournment:** Chair Luedke introduced a motion to adjourn. The motion was seconded and approved unanimously. There being no further business, the meeting adjourned at 9:44 AM.

The next meeting of the Waterbury Land Bank will be February 20, 2023, at 9 AM via Zoom.  
Link:

Join Zoom Meeting  
<https://us06web.zoom.us/j/7515673317?pwd=RmN3T0ZycTMvUkprdE1MTkUzb2U4UT09>

This being a true and accurate record of the meeting of the Waterbury Land Bank, as attested by:

  
Secretary, Waterbury Land Bank Authority

  
Date