



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

**RE: Board of Directors Meeting Minutes**

**Date: March 20, 2023**

**Location: Zoom**

**Call to Order: 9:01 AM, Chairman, Fred Luedke**

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

**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 February 20, 2023, meeting as presented. Dan Lauer made the motion; Bob Polito seconded the motion. There was no further discussion. The motion passed unanimously. Board Meeting Minutes from February 20, 2023. *(See Attachment 1.)*

**2) Financials:**

**Discussion regarding accounting.**

Our accountant typically prepares our monthly financial report the first week of each month.

**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 had briefly discussed the meeting with Mike LeBlanc and Attorney Kevin Daly which was productive. We started the approval process with the Board of Alderman to approve our request for properties. Mike LeBlanc told us that the acquisitions should take place in the spring 2023. The second set of properties will include properties that are being donated to the Land Bank. Mike LeBlanc recommended that part of our due diligence for accepting donated properties should include a review by City Planners, (Bob and Cliff), to provide their opinion on the property under consideration for donation, prior to our title search. I reached out to the City Planners but have not heard back from them yet.

The meeting with DOH was noted as being a positive meeting. Nancy asked Fred to expand upon that meeting which included Jim Smith, Kathy Luria, and Brian White. We are awaiting feedback from DOH regarding the 2 areas of interest that DOH wants the Land Bank to evaluate.



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The Board had discussed the upcoming Leaders & Lenders Forum, which is being planned for March 1, at 8 am at the Marriott Courtyard. There were approx. 60 invitations sent for this event. The presentation was drafted and revised and sent to Mayor’s office for approval.

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

Our future 2023 Board of Directors Meetings are March 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 9:50 AM.

The next meeting of the Waterbury Land Bank will be March 6, 2023, at 9 AM via Zoom. Link:

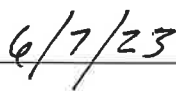
Join Zoom Meeting

<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:

  
\_\_\_\_\_

Chairman, Waterbury Land Bank Authority

  
\_\_\_\_\_

Date