



Governance Committee Meeting Minutes

Erie County Land Bank

May 8, 2024 at 9:00 AM EDT to May 8, 2024 at 10:30 AM EDT

On Site in Union City - 18 Market Street

Meeting Details:

<https://us02web.zoom.us/j/82651573207?pwd=V3RTMkJVRDc4ZDQ5WFNXYmF3QVZvUT09>, +1 646 558 8656

Meeting ID: 826 5157 3207

Passcode: ECLB2024

Agenda

Meeting will start with a tour of 18 Market Street in Union City (Union City Chair Office Building) with Cindy Wells and Rick Scaletta

The meeting will then move to the Union City Borough Building

I. Call to Order & Attendance at 9:50AM

Committee: James Cardman, Brian McGrath, Jack Lee

Also: Christie Mahany, Krista Arnold

Absent: Jennifer Hirneisen, Christine Rush

II. Previous Meeting Minutes

Motion: Approve previous meeting minutes by J. Lee with a second from J. Cardman. All approved.

III. Invoices Paid/To Be Paid

A. Techworx Hardware Quote – motion to approve with discussed changes by J. Cardman. Seconded by J. Lee and all approved.

IV. Committee Reports

A. Nominating Committee Motion to endorse the nominating committee's recommendation by J. Cardman with a second from J. Lee. All approved.

2024 Election Nominations Motion by C. Rush with a second from J. Cardman (all approved) to recommend the following board members to the Governance Committee for these positions:

- Chair – Brian McGrath
- Vice Chair – Christine Rush
- Treasurer – Jack Lee
- Secretary – Jim Cardman

B. Personnel Committee Motion to endorse the recommendations of the Personnel committee by J. Cardman with a second from J. Lee. All approved.

Join the Manufacturers and Business Association \$319

Provide the attached insurance for employees.

V. Unfinished & New Business

A. 18 Market Street (Union City Chair Building) – quotes for acquiring architectural engineer (or similar) reports will be sought out before the next board meeting for approval. Suggested companies – BSI, Considine Biebel, E.E. Austin.

B. Audit Update – should be ready for review on 05.15.2024

VI. Adjournment

Motion: Adjourn by J. Lee with a second from J. Cardman.

Upcoming meetings: May 15 (Board) & June 5 (Governance) at Summit Township Municipal Building