



COLUMBIA COUNTY LAND BANK CORPORATION

BOARD OF DIRECTORS MEETING

401 State Street, Hudson, NY 12534
Meeting Minutes
May 30, 2024

I. Call to Order

Matt B. Murell called the meeting to order at 10:07 am.

II. Roll Call

Directors Present: Matt B. Murell; Brenda Adams; Ron Knott; Suzette Booy; PJ Keeler; Patrice Perry; Chris Watz

Directors Absent: n/a

Also Present: Mike Tucker, President & CEO, Columbia Economic Development Corporation ('CEDC'); Chris Brown, Housing Development Coordinator, CEDC

III. Approval of By-Laws

C. Brown mentioned a necessary edit to the draft by-laws regarding the appointment of committee chairs. C. Watz called attention to a minor grammatical error regarding Annual Meetings.

The amended by-laws, including these corrections, are attached to these minutes (Attachment A).

C. Watz made a motion to approve the by-laws as amended, seconded by S. Booy. The motion passed 7-0

M. Murell	Yes
B. Adams	Yes
R. Knott	Yes
S. Booy	Yes
P. Keeler	Yes
P. Perry	Yes
C. Watz	Yes



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IV. Appointment of Officers

M. Murell nominated the following slate of officers:

Chair: Matt B. Murell
Vice-Chair: Ron Knott
Treasurer: PJ Keeler
Secretary: B. Adams

C. Watz made a motion to approve the officer appointments, seconded by P. Keeler.
The motion passed 7-0

M. Murell	Yes
B. Adams	Yes
R. Knott	Yes
S. Booy	Yes
P. Keeler	Yes
P. Perry	Yes
C. Watz	Yes

V. Establish Standing Committees

- a. Acquisition & Disposition Committee
- b. Audit Committee
- c. Finance Committee
- d. Governance Committee

B. Adams made a motion to establish the above committees of the corporation, seconded by R. Knott.

The motion passed 7-0.

M. Murell	Yes
B. Adams	Yes
R. Knott	Yes
S. Booy	Yes
P. Keeler	Yes
P. Perry	Yes
C. Watz	Yes



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VI. Corporate Organization

a. Adopt foundational policies

1. Conflict of Interest Policy
2. Defense and Indemnification
3. Document Retention Policy
4. Internal Control Policy
5. Public Access to Meetings

Conflict of Interest, Document Retention, Internal Control required amendments replacing the term(s) 'Board Chair' and 'Executive Director' with 'Administrative Agent'. C. Watz made a motion to approve the Conflict of Interest, Defense and Indemnification, Document Retention, Internal Control and Public Access to Meetings policies with the suggested amendments. S. Booy seconded the motion. The motion passed 7-0.

M. Murell	Yes
B. Adams	Yes
R. Knott	Yes
S. Booy	Yes
P. Keeler	Yes
P. Perry	Yes
C. Watz	Yes

VII. Next Steps

a. Establish bank account

S. Booy made a motion to open two bank accounts at the Bank of Greene County in the land bank's name, seconded by C. Watz.

The motion passed 7-0.

M. Murell	Yes
B. Adams	Yes
R. Knott	Yes
S. Booy	Yes
P. Keeler	Yes
P. Perry	Yes
C. Watz	Yes



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VIII. Adjournment

P. Keeler made a motion to adjourn, seconded by R. Knott.

The motion passed 7-0.

M. Murell	Yes
B. Adams	Yes
R. Knott	Yes
S. Booy	Yes
P. Keeler	Yes
P. Perry	Yes
C. Watz	Yes

The meeting was adjourned at 10:36 am.

DRAFT