**GBLBA Board
March 19, 2024 Meeting
Old City Hall
MINUTES**

**Present:** Jill Wright, Allen Booker, John Dow Jr., Kendra Rolle

Absent: Audrey Gibbons, Walter Rafolski, Felicia Harris

**Staff:** Taylor Ritz, Russ Marane, Jeremiah Bergquist, Brian Corry

**Call to Order:** ViceChair Allen Booker called the meeting to order at 4:10 PM.

**Approval of the Agenda:** Agenda was reviewed. Mr. Dow made a motion to approve the agenda with the addition of a discussion to move the board’s meeting place. Ms. Wright seconded. A vote was taken, and the motion was approved 4-0.

**Citizen Comments: None**

**Items of Business:**

* February 20, 2024 minutes were reviewed. Mr. Dow made a motion to approve the minutes and Ms. Wright seconded. A vote was taken, and the motion was approved 4-0.
* Signatories on the bank account were discussed.
	+ Ms. Rolle made a motion to remove former City Finance Director, Kathy Mills, from the account, as she has retired. Mr. Dow seconded. The motion was approved 4-0.
	+ The board discussed adding the city Finance Director as a signatory once a replacement for Ms. Mills is hired.
* Mr. Corry presented proposed by-law amendments.
	+ Remove but keep reserved a section for an Executive Director
	+ Add verbiage regarding the Administrative Director
	+ Change the requirement for an annual audit to a biannual audit.
	+ Vote was tabled for next meeting.
	+ Mr. Dow Jr. motioned to approve Mr. Allen Booker for Vice Chair and Ms. Taylor Ritz for Treasurer. Ms. Wright seconded the motion. A vote was taken, and the motion was approved 4-0.
* Ms. Ritz presented a design and invoice for 200 business cards from Paramount Printing for $50.
	+ Ms. Wright requested inquiring with local artists to design a logo for the Land Bank.
	+ Ms. Rolle motioned to approve the printing of the business cards and payment of the invoice, Ms. Wright seconds. A vote was taken, and the motion was approved 4-0.
* Mr. Dow motioned to enter executive session to discuss real estate and personnel. Ms. Wright seconded. A vote was taken, and the motion was approved 4-0.
* After exiting executive session, Ms. Wright made a motion to pursue real estate as discussed in executive session, Mr. Dow seconded. A vote was taken, and the motion was approved 4-0.

**Discussion:**

* The Board discussed holding a strategic planning session.
	+ Ideally the session will be for an entire day.
	+ Ms. Ritz will inquire with Frank Alexander as to his availability.
* The Board discussed a permanent meeting place.
	+ The city audit committee meets at 5 on the third Tuesday of each month.
	+ Ritz will inquire about the use of the courtroom at Old City Hall or the conference room at 503 Mansfield.

**Adjournment: Meeting adjourned at 5:35 PM.**