

Glynn-Brunswick Land Bank Authority

GBLBA Board Agenda

June 20, 2023 Meeting

Via Zoom and City Hall Conference Room

Present: Commissioner Felicia Harris, Commissioner Allen Booker, Commissioner Julie Martin, Jill Wright **Absent:** Audrey Gibbons, Commissioner Walter Rafolski
Staff: John Hunter, Regina McDuffie, Brian Corry

Call to Order: Commissioner Felicia Harris called the meeting to order at 4:05PM.

Approval of the Agenda: The agenda was reviewed. Commissioner Martin made a motion to approve the agenda and Ms. Wright seconded. The motion was approved 4-0.

Citizen Comments: No comments. Citizens in attendance included William Kitts, Don Myers, Charles McMillan, and Tim Murfree

Financial Report: Mr. Hunter introduced the financial report. The report was accepted as presented.

Items of Business:

- Approval of March 14, 2023 Minutes: Two typos were noted and Commissioner Martin made a motion to approve the minutes with corrections and Commissioner Booker seconded. The motion was approved 4-0.
- 1315 Union Street Tax Extinguishment Resolution: Mr. Corry introduced the resolution and the letter to the Tax Commissioner. The Board of Education has responded to our request to extinguish their taxes and denied the request. The letter to the tax commissioner reflects county and city taxes only. Commissioner Martin made a motion to approve the resolution and letter and forward to the Tax Commissioner. Commissioner Booker seconded. A vote was taken and the motion was approved 4-0.
- Job Description: A draft job description had been circulated. Mr. Hunter reviewed the description as a simple introductory item that was a starting point. He suggested that it may be appropriate to form a committee. Consensus of the board was to review and discuss at the next meeting and determine if a committee was needed.
- Policies and Procedures Committee: Mr. Corry had drafted an updated Policy and Procedures document which was circulated prior to the meeting. Consensus was that additional information about conflicts of interest and ethics were needed. An additional draft will be brought forward at a future meeting.
- Next meeting was set for July 11th at 4:00 PM. Intent is to set the 3rd Tuesday of the month at 4:00 as a regular meeting beginning in August.

Adjournment: Meeting was adjourned at 5:45PM.



Glynn County
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