

# Glynn-Brunswick Land Bank Authority

**GBLBA Board**  
**August 15, 2023 Meeting**  
**City Hall Conference Room**  
**MINUTES**

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

**Call to Order:** Chairwoman Felicia Harris called the meeting to order at 4:03 PM.

**Approval of the Agenda:** The agenda was reviewed. Mr. Myers made a motion to approve and Ms. Gibbons seconded. A vote was taken and the motion was approved 5-0.

**Financial Report:** Report was introduced by Mr. Hunter. The report was accepted.

## Items of Business:

- Approval of July 11, 2023 Minutes: Minutes were reviewed. Mr. Myers made a motion to approve and Ms. Gibbons seconded. A vote was taken and the motion was approved 5-0.

(Commissioner Martin arrives).

## Updates

- Hiring Process and Procedure Development: Mr. Corry updated revisions to the IGA between the LBA and the City. Mr. Corry would revise regarding information about pension/retirement.
- Policies and Procedures: Mr. Corry reviewed the document with changes discussed in July. This began a discussion of next steps.
  - Next Steps
    - Plan for acquiring income
    - Develop property maintenance policies and plan
    - Develop outline for deed restrictions
    - Develop definition of “Affordability” as it applies to the work of the LBA as outlined in the P&P document. Consensus was to attempt to schedule a meeting on this topic only the week after Labor if possible. Invite people working within this area to provide feedback and guidance.
- 1315 Union Street: Staff working with purchaser on establishing a closing date.
- Land Bank Meetings with Partner Organizations: Commissioner Harris working on scheduling meetings with BOE and Glynn County Commission.

**Adjournment:** Meeting was adjourned at 5:30 PM.



*Glynn County*  
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