



Governance Committee Meeting Minutes

Erie County Land Bank

Jun 7, 2023 at 9:00 AM EDT to Jun 7, 2023 at 10:00 AM EDT

<https://us02web.zoom.us/j/87021920410?pwd=OVpjRDFSZXQwemJyMVFLSm1BZU56dz09>

Meeting Details:

<https://us02web.zoom.us/j/87021920410?pwd=OVpjRDFSZXQwemJyMVFLSm1BZU56dz09>, +1 646 558 8656

Meeting ID: 870 2192 0410

Passcode: ECLB2023

Agenda

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I. Call to Order & Attendance

Committee: James Cardman, Brian McGrath, Jack Lee, Christine Rush

Also: J.W. Alberstadt, Jennifer Hirneisen, Christie Mahany

Absent:

II. Previous Meeting Minutes

Motion: Approve previous meeting minutes – no quorum

III. Solicitor Update – 53 Elk Street transferred to Albion Borough

IV. Unfinished & New Business

A. Property Updates

1. Emergency tree demolition - 7228 Rupert, Fairview

B. New Hire Update - Krista Arnold

1. Start date: Monday, June 12

2. Key focus areas

Basic set up

- ePropertyPlus
- OnBoard
- GIS
- documents
- key
- computer
- phone number
- payroll/retirement

- calendar - important dates & conferences
ECATO Fall Conference October 26 (Nick's Place) – Spring Schools

Initial key focus areas

- Property inventory review & clean up
- Introduction to each municipality/ property planning
- Demolitions
- Applications and pending transfers
- Marketing properties (signs, MLS, door hangars)

C. Banking changes update & check in Jack done, Christie will check with Jen

D. OnBoard Issues & Suggestions – email step by step on how to update apps and include phone number.

E. June board meeting location at MIJB – send separate email about a change in location.

V. Adjournment

Motion: Adjourn

Upcoming meetings: June 21 (BOARD) & July 12 (GOVERNANCE)