



## Governance Committee Meeting Minutes

Erie County Land Bank

May 8, 2024 at 9:00 AM EDT to May 8, 2024 at 10:30 AM EDT

On Site in Union City - 18 Market Street

### Meeting Details:

<https://us02web.zoom.us/j/82651573207?pwd=V3RTMkJVRDc4ZDQ5WFNXYmF3QVZvUT09>, +1 646 558 8656

Meeting ID: 826 5157 3207

Passcode: ECLB2024

## Agenda

**Meeting will start with a tour of 18 Market Street in Union City (Union City Chair Office Building) with Cindy Wells and Rick Scaletta**

The meeting will then move to the Union City Borough Building

### I. Call to Order & Attendance at 9:50AM

Committee: James Cardman, Brian McGrath, Jack Lee

Also: Christie Mahany, Krista Arnold

Absent: Jennifer Hirneisen, Christine Rush

### II. Previous Meeting Minutes

Motion: Approve previous meeting minutes by J. Lee with a second from J. Cardman. All approved.

### III. Invoices Paid/To Be Paid

**A. Techworx Hardware Quote** – motion to approve with discussed changes by J. Cardman. Seconded by J. Lee and all approved.

### IV. Committee Reports

**A. Nominating Committee** Motion to endorse the nominating committee's recommendation by J. Cardman with a second from J. Lee. All approved.

2024 Election Nominations Motion by C. Rush with a second from J. Cardman (all approved) to recommend the following board members to the Governance Committee for these positions:

- Chair – Brian McGrath
- Vice Chair – Christine Rush
- Treasurer – Jack Lee
- Secretary – Jim Cardman

**B. Personnel Committee** Motion to endorse the recommendations of the Personnel committee by J. Cardman with a second from J. Lee. All approved.

Join the Manufacturers and Business Association \$319

Provide the attached insurance for employees.

**V. Unfinished & New Business**

**A. 18 Market Street (Union City Chair Building)** – quotes for acquiring architectural engineer (or similar) reports will be sought out before the next board meeting for approval. Suggested companies – BSI, Considine Biebel, E.E. Austin.

**B. Audit Update** – should be ready for review on 05.15.2024

**VI. Adjournment**

Motion: Adjourn by J. Lee with a second from J. Cardman.

**Upcoming meetings: May 15 (Board) & June 5 (Governance) at Summit Township Municipal Building**