

OAK RIDGE LAND BANK CORPORATION (ORLBC)
Regular Meeting
MINUTES

DATE: November 15, 2016
LOCATION: Municipal Building Training Room (104)
PRESIDING: Chairman, Charlie Jernigan
PRESENT: Melinda Hillman, Colin Anderson, Councilman Hensley, James Palmer, Anne Dunthorn
PRESENT: City of Oak Ridge: Matt Widner, Kathryn Baldwin, Ken Krushenski and Sherith Colverson
ABSENT: Hugh Ward

I. Call to Order - 8:30 a.m.

II. Roll Call

III. Approval of the Agenda

a. Approved by consensus.

IV. Approval of Minutes of Previous Meeting (October 18, 2016)

a. Anne Dunthorn made motion to approve the minutes as written; Seconded by Colin Anderson; No discussion; Motion approved unanimously

V. Treasurer's Report

Charlie Jernigan recognized the financial data as indicated on the agenda. Melinda Hillman made a motion to purchase QuickBooks as discussed during the previous Work Session to aid in financial reporting; Seconded by Councilman Hensley; No discussion; Motion passed unanimously.

VI. Actions to be Taken and Voted on by Resolution of the Board

VII. Old Business

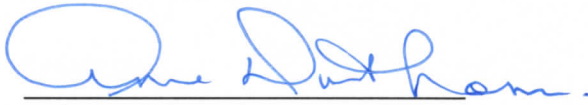
- a. 223 Hillside Rd – Matt Widner distributed the draft construction/purchase contract and provided a brief background. Mrs. Laurel Patrick (Contractor) clarified details and design expectations for future placement of a single family dwelling structure on the Land Bank vacant lot. Ken Krushenski addressed the insurance requirements. Mr. Widner confirmed clear title. Kathryn Baldwin clarified lot lines in relation to the drainage easement and advised the contractor to ensure future mortgage insurability. Colin Anderson made motion to accept the construction and purchase agreement with Camp Island Key, LLC. (Laurel Patrick); Seconded by Councilman Hensley; No discussion; Motion passed unanimously.
- b. BEP update – Matt Widner provided a verbal status update on the state historic review process of 678 W. Outer Dr. and 394 Robertsville Rd.

VIII. New Business

- a. Chairman's Report – Charlie Jernigan informed the Board the City Council passed 1st reading of Land Bank Director terms amendment that will align membership terms to expire two positions per year. General discussion followed with no action.
- b. BAM – Technical Assistance – Matt Widner provided an update of the Memphis Land Bank (BAM) effort to obtain Technical Assistance from the Centers for Community Progress. BAM requested the Oak Ridge Land Bank to provide a recommendation letter supporting their application. Half of BAM's application actually included language to make state legislative changes benefitting all Tennessee Land Banks. Colin Anderson made a motion to provide the requested recommendation letter; Seconded by Anne Dunthorn; No discussion; Motion passed unanimously.

IX. Adjournment

Being no further business, meeting adjourned at 9:01 a.m.



~~Melinda Hillman~~
Secretary/Treasurer

Vice Cha