

# Minutes



**Quad Cities Land Bank Authority Board Meeting**  
**Monday, February 27, 2023, 10:30 a.m.**  
**Moline City Hall**  
**Committee of the Whole Room**  
**619 16 Street**  
**Moline, Illinois 61265**

## 1. CALL TO ORDER

K. Whitley called the meeting to order at 10:31 am

## 2. ROLL CALL

Board Members: KJ Whitley, Annaka Whiting

Others present: Mary Chappell

BOARD MEMBER	Present	Absent
Brainard, Miles		X
Whitley, KJ	X	
Whiting, Annaka	X	
Chappell, Mary	X	

## 3. PUBLIC COMMENT

N/A

## 4. LAND BANK BOARD MINUTES

Motion was made by A. Whiting and seconded by K. Whitley to approve the minutes of the February 13, 2023, meeting. Motion passed 2-0.

BOARD MEMBER	Aye	Nay	Abstain
Brainard, Miles			
Whitley, KJ	X		
Whiting, Annaka	X		

## 5. FINANCIAL REPORT

### 5.1 Funding Status

A. Whiting noted that the financial update is presented once a month. A full overview will be provided at the next meeting. K. Whitley confirmed the City of Moline's program contribution of \$42,364.00 was deposited on February 22, 2023.

### 5.2 Checks and Approvals

There were no checks presented for approval.

## 6. LAND BANK PROGRAM MANAGER REPORT

### 6.1 Status of Insurance Services

M. Chappell reported the RFQ for Insurances Services did not receive a response. It was re-issued today, February 27, and is scheduled for return on March 20, 2023. A. Whiting will post the RFQ on the City of East Moline's site. M. Chappell will forward to M. Brainard to post on the City of Rock Island's website. M. Chappell confirmed she reached out to providers suggested by Moline staff.

### 6.2 Travel and Business Expense Policy

M. Chappell referenced the document. Decision was made to discuss the policy at the next meeting.

**7. OLD BUSINESS**

7.1 Legal Services Agreement

M. Chappell referenced the Legal Services agreement sent with meeting packet and asked for any comments. Following discussion, a motion was made by K. Whitley and seconded by A. Whiting to sign and return the agreement for Legal Services. The motion passed.

7.2 Augustana Web Guild Agreement

M. Chappell referenced the document and asked for comments. She also referenced the discussion at the January 30, meeting where board members agreed to establish a program website with the Augustana College Web Guild. A motion was made by A. Whiting and seconded by K. Whitley to sign and return the agreement with the required \$200.00 deposit. The motion passed.

7.3 Strategic Planning Session

Due to the absence of M. Brainard, the discussion of the program work plan was moved to the next meeting.

7.4 Budget Review

Due to the absence of M. Brainard, the discussion of the program budget was moved to the next meeting.

**8. NEW BUSINESS**

N/A

**9. EXECUTIVE SESSION (IF NECESSARY)**

N/A

**10. ADJOURN**

Motion was made by A. Whiting and seconded by K. Whitley to adjourn at 10:46 a.m. Motion Passed 3-0

BOARD MEMBER	Aye	Nay	Abstain
Brainard, Miles			
Whitley, KJ	X		
Whiting, Annaka	X		