

Agenda

Quad Cities Land Bank Authority – Board Meeting



Monday, March 13, 2023, 10:30 a.m.
Moline City Hall
Committee of the Whole
619 16 Street
Moline, Illinois 61265
<https://moline.il.us/Archive.aspx?AMID=101>

1. **CALL TO ORDER**
2. **ROLL CALL**
3. **PUBLIC COMMENT**
4. **LAND BANK BOARD MINUTES**
 - 4.1 Approval of February 27, 2023, Minutes
5. **FINANCIAL REPORT**
 - 5.1 Funding Status
 - 5.2 Checks and Approvals
6. **LAND BANK PROGRAM MANAGER REPORT**
 - 6.1 Marketing Items
7. **OLD BUSINESS**
 - 7.1 Travel and Business Expense Policy
 - 7.2 Strategic Planning Session
 - 7.3 Budget Review
8. **NEW BUSINESS**
9. **EXECUTIVE SESSION (IF NECESSARY)**
10. **ADJOURN**

***PUBLIC COMMENT** - Members of the Public are permitted to speak after standing and stating their names. Anyone wishing to make public comment will need to sign in on the public comment sign-in sheet. Public comment will be limited to 3 minutes per person, per subject. Land Bank Board response to public comment is not required.

Comments may also be emailed until the day of the meeting, no later than 10:00 a.m., to mchappell@moline.il.us. Please type Public Comment in the subject line and these comments will be read at the Land Bank Board meeting.

Any person with disabilities who wishes to attend the meeting who requires a special accommodation in attending the meeting should notify Mary Chappell, 309-524-2043 mchappell@moline.il.us at least 24 hours prior to the scheduled meeting.

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		