



**METRO ATLANTA
LAND BANK** | Affordable Housing
Vibrant Communities
Economic Opportunities

General Monthly Meeting MALB Board of Directors Tuesday, June 28, 2022

NOTE: THIS MEETING WILL BE IN PERSON

Marquis II Conference Room
(Located via doors on north side of hotel entrance roundabout/drop off)
(Marriott Marquis Complex)
285 Peachtree Center Ave. NE
Atlanta, GA 30303

A ZOOM BROADCAST IS AVAILABLE TO THE PUBLIC

<https://us02web.zoom.us/j/82507387534?pwd=NWdsdkt5WXZ3MDBQOUUpKVDB1VHdoUT09>

Meeting ID: 825 0738 7534

Passcode: 856787

One tap mobile

+16468769923,,82507387534#,,,,*856787# US (New York)

Start Time: 12:30 p.m. Target End Time: 2:30pm

AGENDA

Mission: The mission of the Metro Atlanta Land Bank is to facilitate the transformation of the City and County into a vibrant community by:

- Returning non-revenue generating, non-tax producing, or blighted property to an effective utilization status in order to provide market and affordable housing, public space, new industry and jobs for the citizens of the City and County.
- Extinguishing past due tax liens from property foreclosed upon by Fulton County and the City of Atlanta in their tax collection capacities.

Time	Item Description
12:30pm	1. Welcome & Introductions
12:32pm	2. Adopt Agenda
12:36pm	3. Ratify Minutes – May 24, 2022

Action Items	
Time	Item Description
12:38pm	4. Approve Amendment of MALB Bylaws to Delegate Signature Authority to Executive Director
12:45pm	5. Approve Engagement for HRKS for Compensation Study and Analysis
12:55pm	6. Approve Extension of Engagement of YourCrescendo for Consulting and Branding Execution

Information Items	
Time	Item Description
1:05pm	7. Permanent Affordability Pilot Program Update
1:15pm	8. GALBA Land Bank Summit – June 9-10, 2022
1:20pm	9. Make It Home Cohort Update
1:25pm	10. Meeting with Fulton County Executive Team, June 14, 2022
1:35pm	11. Financial Matters Update
1:45pm	12. Public Comments (Two-minute limit per speaker)
1:50pm	13. New Business

Executive Session	
1:55pm	14. Real Estate Transactions

Action Item	
2:20pm	15. Adjourn



MINUTES
GENERAL MONTHLY MEETING
MALB BOARD OF DIRECTORS
Tuesday, June 28, 2022

Type of Meeting: Regular Monthly Meeting

Location: Marquis II Conference Room, Marriott Marquis Complex. 285 Peachtree Center Ave. NE, Atlanta, GA 30303. Zoom Conference Call access was also provided.

Board of Directors			
Name:	Title:	Attendance:	
		Present	Not Present
Janis Ware	MALB Board Chairperson		N/P
Kate Little	MALB Board Vice-Chairperson	P	
Atty. Jane Bradshaw-Burnette	MALB Board Secretary	P (Virtual)	
Michelle Nelson	MALB Board Treasurer	P	
Petrina Howard	MALB Board Member		N/P
Kyle Lamont	MALB Board Member	P	
Calvin Brock	MALB Board Member	P	

Staff and Counsel			
Name:	Title:	Attendance:	
		Present	Not Present
Christopher Norman	Executive Director	P	

Elizabeth Roberts	Internal General Counsel/Sr. Program Director		N/P
Terica B. Bashir	Program Director		N/P
Kimberly White	Vacant Property Manager		N/P
Rhonda Corporal	Office Manager	P	
Atty. Rodney Strong	MALB External General Counsel		N/P
Atty. David Maher	MALB External General Counsel	P	
Atty. Tres Dye	MALB Real Estate Counsel		N/P
Atty. Jonathan Futrell	City of Atlanta Law Department		N/P
Atty. Michael Ward	City of Atlanta Law		NP
Atty. Patrick O'Conner	Office of Fulton County Attorney		N/P

1. Call to Order: Vice-Chairperson Kate Little - Called the meeting to order at 12:39 P.M.

2. Adopt Agenda:

Treasure Michelle Nelson made a motion to:

Adopt Agenda with no changes.

Calvin Brock seconded the motion.

MOTION APPROVED UNANIMOUSLY.

3. Ratify Minutes:

May 24, 2022, minutes were not submitted. Will be submitted at next meeting.

Action Items:

4. Approve Amendment of MALB Bylaws to Delegate Signature Authority to Executive Director.

Mr. Norman explained that at the last Board meeting Attorney David Maher walked through the proposed changes to the Bylaws. The changes were put on the MALB's website for 30 days so the public could review and provide input.

Treasurer Michelle Nelson made a motion to:

Approve Amendment of MALB Bylaws to Delegate Signature Authority to Executive Director.

Secretary Jane Burnette-Bradshaw

MOTION APPROVED UNANIMOUSLY.

5. Approve Engagement for HRKS for Compensation Study and Analysis.

Mr. Norman informed the Board that with the recent changes in the employee marketplace and after consultation with the Board Chairperson, the MALB Executive Director is recommending the additional expansion of the scope of engagement with the human resources consultant, Human Resources Knowledge Source (HRKS), to include the completion of a compensation study for all positions. The study will provide current information regarding MALB staff compensation and market metrics. The cost of the study will range from \$3,125 to \$4,375 and will be determined by the total number of hours.

Ms. Ardie Harrison, Vice President of (“HRKS”), stated they would review all current job descriptions to ensure accurate comparisons with other government and private organizations. Ms. Harrison stated that the study should only take 30 – 60 days to complete.

Mr. Norman requested that the study and recommendations be complete by the September MALB Board meeting.

Treasurer Michelle Nelson questioned if additional duties could be added to the job description if they are found on similar jobs. She also asked if the study would provide the appropriate pay raises.

Ms. Harrison replied that the possibility of raises might present itself depending on the duties and responsibilities.

Board Member Kyle Lamont made a motion to:

Approve Engagement of HRKS for Compensation Study and Analysis.

Board Member Calvin Brock seconded the motion.

MOTION APPROVED UNANIMOUSLY.

6. Approve Extension of Engagement of Your Crescendo for Consulting and Branding Execution.

Executive Director Christopher Norman reminded the Board that Your Crescendo has worked with the MALB since 2018 on several different projects, including the rebranding and Strategic Articulation Map. An internal review revealed the last amendment to their contract

expired. He stated that MALB is requesting the approval of an additional engagement extension through the end of the year. Mr. Norman asked Mr. Reggie Hammond of Your Crescendo to give an update to the Board.

Mr. Reggie Hammond from Your Crescendo stated they have been working on MALB's branding, social media, and website maintenance. The extension will allow Your Crescendo to continue to build the brand.

Board Member Calvin Brock asked if the MALB received any feedback or results from our social media presence. He suggested that the Your Crescendo provide a monthly report to the Board on their activity.

Vice Chairperson Kate Little asked if there could be any op-ed pieces around what the MALB is doing. She also suggested that MALB reach out to the NPUs to inform them of MALB activity.

Mr. Hammond stated that they track the number of views the website receives.

Secretary Jane Burnette-Bradshaw stated that she has always been pleased with the work that Your Crescendo has done with the MALB.

Board Member Kyle Lamont made a motion to:

Approve Extension of Engagement of Your Crescendo for Consulting and Branding Execution not to exceed \$30,000.

Board Member Calvin Brock seconded the motion

MOTION APPROVED UNANIMOUSLY.

Information Items

7. Permanent Affordability Pilot Program

Mr. Norman stated that the first property sold to the Atlanta Land Trust under the Permanent Affordability Pilot Program located at 900 N. Eugenia was sold to a low-to-moderate income family. He informed the Board that the following three properties, 902, 970, and 974 North Eugenia, will be sold to Atlanta Land Trust in a few weeks. The properties are located in the Grove Park neighborhood. He explained that Atlanta Land Trust is committed to building permanent affordable housing. Mr. Norman also informed the Board that due to COVID-19, Atlanta Land Trust's MOU would need to be formally extended.

8. GALBA Land Bank Summit – June 9-10, 2022.

Mr. Norman updated the Board on GALBA's first summit held in Macon, GA. The conference allowed participants to review GALBA business, create networking opportunities, and provide information and training useful to land bank's day-to-day operations. There were numerous panels and guest speakers. Over 70 individuals attended the event.

9. Make it Home Cohort Update.

Mr. Norman explained that MALB was selected to participate in Center for Community Progress Make it Home Learning Cohort. The Cohort is designed to leverage the property tax foreclosure process to prevent displacement and vacancy, stabilize neighborhoods, and transition low-income tenants to homeownership. He stated that several cities across the nation are participating with each city granted eight participants. The participants representing Atlanta consist of:

- Christopher Norman
- Elizabeth Roberts
- Terica Bashir
- Janis Ware
- Freddie Stevens
- Samir Abdullahi
- Chanel Zeisel
- Ron Kirkpatrick

Vice-Chairperson Kate Little suggested that the panel should have representation from an organization that works directly with homeowners.

10. Meeting with Fulton County Executive Team, June 14, 2022

Mr. Norman stated that he and Elizabeth Roberts met with Fulton County's Executive Team (County Manager, CFO, Budget Manager, and the Director of Select Fulton). The meeting was held to give an update on MALB activity and to make them aware that MALB will be seeking additional funding and benefits from Fulton County. He also stated that he wanted to make them apprised of College Park, East Point, and the City of South Fulton expressing interest in formally joining the MALB and would be presenting to the Board by the end of the year.

Treasurer Michelle Nelson questioned if there is a cadence on getting information out on the MALB website and if there could be a section only for stakeholders to ask questions.

Mr. Norman stated that he provides periodic updates to the Fulton County Commission and the Atlanta City Council.

11. Financial Matters Update

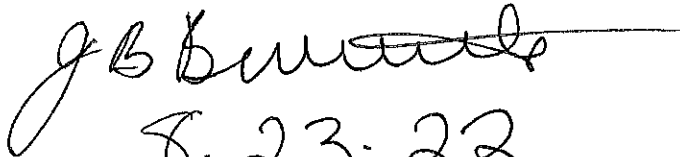
Mr. Norman stated that the City of Atlanta finished its budget cycle, and the MALB will receive \$300,000 for operational matters and \$100,000 for property maintenance. The transactions from the Land Trust will also produce revenue for MALB.

Mr. Norman informed the Board that MALB had fraudulent activity resulting in stolen funds. The funds have been recovered and returned. MALB is working with Truist and have tools in place to prevent future fraudulent activity from happening again.

Mr. Norman stated that the MALB is expecting to receive additional funding from both the City of Atlanta and Fulton County. MALB will also generate transactional revenue during the fiscal year.

14. No Executive Session was held.

15. Quorum lost and Meeting Adjourned at 1:11 P.M.


8.23.22