



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

## General Monthly Meeting MALB Board of Directors Tuesday, November 15, 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=NWdsdkt5WXZ3MDBQOUpKVDB1VHdoUT09>

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
12:34pm	3. Ratify Minutes – October 25, 2022

<b>Action Items</b>	
<b>Time</b>	<b>Item Description</b>
12:36pm	4. Approve FY2017 Financial Audit presented by Preston CPA

<b>Information Items</b>	
<b>Time</b>	<b>Item Description</b>
1:00pm	5. MALB Quarterly Property Management Activity Update
1:05pm	6. Center for Community Progress Cornerstone Webinar – “Leaders of Color in Land Banking” November 17, 2022 – Terica Bashir
1:08pm	7. Financial Matters Update
1:13pm	8. Public Comments (Two-minute limit per speaker)

<b>Executive Session</b>	
<b>Time</b>	<b>Item Description</b>
1:18pm	9. Human Resources – Compensation

<b>Action Item</b>	
1:38pm	10. New Business
1:40pm	11. Next Board Meeting – December 13, 2022
1:42pm	12. Adjourn



**MINUTES**  
**GENERAL MONTHLY MEETING**  
**MALB BOARD OF DIRECTORS**  
**Tuesday, November 15, 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.

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

<b>Staff and Counsel</b>			
<b>Name:</b>	<b>Title:</b>	<b>Attendance:</b>	
		<b>Present</b>	<b>Not Present</b>
Christopher Norman	Executive Director	P	
Elizabeth Roberts	Internal General Counsel/Sr. Program Director	P	
Terica B. Bashir	Program Director	P	
Kimberly White	Vacant Property Manager	P	
Rhonda Corporal	Office Manager	P	
Atty. Rodney Strong	MALB External General Counsel		NP
Atty. David Maher	MALB External General Counsel	P	
Atty. Tres Dye	MALB Real Estate Counsel	P	
Atty. Jonathan Futrell	City of Atlanta Law Department		NP
Atty. Michael Ward	City of Atlanta Law		NP
Atty. Carlos Vilela	Office of Fulton County Attorney	P	

1. Call to Order: Vice Chairperson Kate Little - Called the meeting to order at 12:32 p.m.

2. Welcome & Introductions:

3. Adopt Agenda:

Board Member Kyle Lamont made a motion to:

Adopt Agenda with no changes.

Board Member Petrina Howard seconded the motion.

**MOTION WAS APPROVED UNANIMOUSLY.**

4. Ratify Minutes: October 25, 2022, minutes were ratified has submitted.

**Action Items:**

**5. Approve the FY2017 Financial Audit presented by Preston CPA.**

Ms. Melissa Preston of Preston C.P.A. presented FY2017 to the Board. The audit comprises the MALB statements of financial position for the years ending December 31, 2017 with summarized financial information for the year ended December 31, 2016. She explained that the financial statements presented fairly in all material respects, and the changes in the net assets and cash flows for the year ended in accordance with accounting principles accepted in the United States. Ms. Preston informed the Board that the totals for FY2017 are as follows:



Board Member Kylie Lamont questioned why MALB's audits are behind and requested the anticipated timeline to complete the remaining audits.

Ms. Preston replied that pending the timing of information received from MALB's accountants, the remaining audits should be completed in the 30-day intervals with FY18 to be presented at the December Board meeting, FY19 in January and so forth.

Mr. Norman stated that due to the lack of funds, MALB could not perform annual audits for several years. He informed the Board that moving forward, an audit will be completed by February of the following year each year.

Board Member Kyle Lamont made a motion to:

*Approve the FY2017 Financial Audit presented by Preston CPA.*

Board Member Calvin Brock

**MOTION APPROVED UNANIMOUSLY.**

Board Member Calvin Brock seconded the motion

**MOTION WAS APPROVED UNANIMOUSLY.**

**Information Items**

**6. MALB Quarterly Property Management Activity Update.**

Ms. Kimberly White gave an update on the properties in the MALB inventory.

- Invest Atlanta 16
- Atlanta Land Trust 3
- Atlanta Neighborhood 5
- Metro Atlanta Land Bank 16
- MALB – Demo Lien Program 115

Ms. White stated that the total maintenance costs for all properties in October 2022 were \$8,106.00. There have been ongoing field inspections with no scheduling issues.

**7. Center for Community Progress Cornerstone Webinar – “Leaders of Color in Land Banking” November 17, 2022 – Terica Bashir.**

Mr. Norman reminded the Board that the Center for Community Progress selected Terica Black Bashir to participate on a panel highlighting leaders of color in the land banking industry.

**8. Financial Matters Update.**

Mr. Norman stated that MALB is still waiting for the \$400,000 allocated for legal work from the City of Atlanta to clear the title of the Sheriff/Marshal Deed Program’s inventory. Additional revenue of approximately \$350,000 is anticipated from the remaining sales to the Atlanta Land Trust through the Permanent Affordability Pilot Program.

**9. Public Comments (Two minutes limit per speaker).**  
NONE

**10. Executive Session**

Board Member Kyle Lamont made a motion:

*Enter Into Executive Session*

Board Member Calvin Brock seconded the motion.  
**MOTION WAS APPROVED UNANIMOUSLY.**

*In the Executive Session, personnel matters were discussed.*  
Board Member Kyle Lamont made a motion to:

*Exit Executive Session*

Treasurer Michelle Nelson Seconded the motion.  
**MOTION WAS APPROVED UNANIMOUSLY.**

**11. Adjourn**

**Vice Chairperson Kate Little adjourned the meeting at 1:30 p.m.**

A handwritten signature in blue ink, appearing to read "Kate Little", with a long horizontal flourish extending to the right.