

**STATE OF MICHIGAN  
STATE LAND BANK AUTHORITY (SLBA)  
BOARD MEETING MINUTES**

**Monday – December 2, 2019 – 2:00 p.m.  
Romney Building – Michigan Room, First Floor  
111 South Capitol, Lansing, Michigan 48933**

**Board Members Present:**

Susan Corbin, Chair - (on behalf of Jeff Donofrio)  
Gary Heidel  
Jeff Mason  
Helen J. Lehman  
Krysta Pate  
Kylee Mitchell Wells  
Lisa Webb Sharpe

**AG Office Staff Present:**

Erik Graney

1. Call to Order  
Susan Corbin, Chair, called the meeting to order at 2:01 p.m.
2. Roll Call  
Roll call taken. Quorum established.
3. Board and Staff Introductions  
Each Board member and SLBA staff member briefly introduced themselves. A moment of silence was held for SLBA staff member Carolyn Latin-Smith who recently passed away.
4. Approval of Agenda  
The motion was made by Gary Heidel to approve the agenda as presented. Helen J. Lehman seconded the motion. Motion carried without dissent.
5. Approval of Meeting Minutes from August 7, 2019  
Jeff Mason moved to approve the minutes from August 7, 2019, with certification by staff as to the accuracy of the minutes. Lisa Webb Sharpe seconded the motion. Motion carried without dissent.
6. Election of Vice-Chairperson  
Lisa Webb Sharpe moved to nominate Gary Heidel. Krysta Pate indicated her desire for consideration. Gary Heidel withdrew his name from consideration. Helen J. Lehman moved to nominate Krysta Pate. Gary Heidel seconded the motion. Motion carried without dissent.

Lisa Webb Sharpe moved to close nominations. Gary Heidel seconded the motion. Motion carried without dissent.

Gary Heidel moved to elect Krysta Pate as Vice-Chairperson. Lisa Webb Sharpe seconded the motion. Motion carried without dissent.

7. Public Comment

The Chair asked for public comments – none offered.

8. Calendar of Meetings

Jeff Mason moved to accept the meeting schedule as presented. Lisa Webb Sharpe seconded the motion. Motion carried without dissent.

9. Director's Report

Jeff Huntington proceeded to provide the Director's report and announced the new location of the State Land Bank Authority on the fifth floor of the Romney Building. Mr. Huntington reviewed the Director's Report and provided updates on the Land Bank Housing Development Loan Program, Inventory Report, Disposition Report and the SLBA Fund Balance.

10. Litigation Update

General Counsel Patrick Ennis provided the Board with details of three pending cases – ADR Consultants, L.L.C., City of Highland Park, and Ronald E. Thomas – as well as a filed Notice of Intent from "Paulding Towers, Ltd."

11. Resolution – Approval of Budget

A proposed budget for FY2020 was presented to the Board for approval. Helen J. Lehman moved to approve the proposed budget for FY2020. Krysta Pate seconded the motion. Motion carried without dissent.

12. Attorney General

Erik Graney, Assistant Attorney General, briefly addressed the Board regarding Open Meetings Act requirements and possible training in the future if the Board so desired.

13. Executive Director Search

Susan Corbin shared information from the LEO Human Resources team regarding possible civil service levels for this position and the process to search for and appoint a new Executive Director. Following discussion, a Special Meeting was set for January 15, 2020, at 3:00 p.m. to review a proposed Executive Director job description to be prepared by the SLBA in conjunction with LEO Human Resources.

Helen Lehman left the meeting at 3:48.

14. Adjournment

The motion was made by Lisa Webb Sharpe to adjourn. Krysta Pate seconded the motion. Motion carried without dissent. The Chair adjourned the meeting at 3:50 p.m.