



**Monroe County Land Bank Corporation**  
*Monroe County, New York*

**Adam J. Bello**  
*County Executive*

**Kevin Purcell**  
*Chairperson*

**Monroe County Land Bank Corporation**  
**Meeting Minutes, June 11, 2025**

A meeting of the Monroe County Land Bank Corporation was held on Wednesday, June 11, 2025, at 4:00 p.m. in person, via Zoom, and live streamed on YouTube.

**Members Present:** Amy Grande, Monroe County Real Property Director (ex-officio); Ana Liss, Monroe County Director of Planning and Development (ex-officio); Kevin Purcell, Minority Appointment; Thalia Wright, Monroe County Commissioner of Human Services (ex-officio) (joined 4:12)

**Alternates Present:** Jennifer Cesario, Finance (for Robert Franklin, Director of Finance)

**Others Present:** Josh Pheterson, Sr. Deputy County-Attorney; Jamie Raimondi, Sr. Real Estate Paralegal; Chanh Quach, Community Development Manager; Patrick Gooch, Sr. Associate Planner; Lisa Huntoon, Planning Clerk; Andre Nelson (via zoom)

Chairperson Purcell called the meeting to order at 4:07 p.m.

**Approval of the May 14, 2025 Meeting Minutes**

**Motion:** A. Liss

**Seconded:** J. Cesario

**Vote:** Motion Approved

**Announcements and Communications**

None

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**LBI Award**

The LBI award application will be submitted upon receipt of the final insurance document from the broker which is expected in the following days.

**Policies**

**Whistleblowers & Protection from Retaliation Policy**

A change was made to make the *Workplace Conduct Investigation Policy* an appendix to the *Whistleblowers & Protection from Retaliation policy*. The appendix can be utilized as a supplement, rather than a separate standalone policy because they are meant to work together. A vote was held on this policy.

**Motion:** A. Liss

**Seconded:** A. Grande

**Vote:** Motion Approved

**Procurement Policy**

Additional changes are being made and will be discussed and possibly voted on at the next meeting.

Acquisition and Disposition Policies

There was discussion about refining the language in both policies. Updated versions of the documents will be sent to all board members prior to the next meeting with the goal of putting them to a vote.

Properties

Currently there are three properties the board is exploring. Each property has its own unique circumstances and the board will continue to examine each one.

Staffing

Evaluating options on how to move forward with bringing on a new staff member in the near future.

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Other Business

P. Gooch shared a summary of his and A. Grande's attendance at the NYSLBA (New York State Land Bank Association) Summit. It was very beneficial as many connections were made and there was a lot of helpful information shared.

T. Wright asked if there are additional trainings which board members are expected to complete or maintain yearly. P. Gooch noted the ABO does put out new guidance from time to time and will provide information when this occurs. Additionally, the NYSLBA does have some previous conference sessions available online that board members may be able to access.

Next Scheduled Meeting

Wednesday, July 9, 2025 at 4:00 p.m.

Adjournment

**Motion:** T. Wright

**Seconded:** J. Cesario

**Adjournment:** 4:58 p.m.

PG/lh

