

Broome County Land Bank Personnel Committee –Meeting Minutes
FINAL – September 27, 2022

A special meeting of the Personnel Committee of the Broome County Land Bank Corporation was convened in public session at the Broome County Public Library, 185 Court Street, in the City of Binghamton, Broome County, New York on Tuesday, September 27, 2022 at 3:15 p.m., local time.

Present: T. Augostini, C. Marchuska, R. David

Absent: None

Others

Present: C. Dziedzic, A. Martin

CAP: None

1. Call to Order: Chairman Augostini called the meeting to order at 3:22 p.m.

2. Approval of Minutes – October 6, 2021: Chairman Augostini called for a motion to approve the minutes from the October 6, 2021 Personnel Committee meeting. On a motion by C. Marchuska, seconded by R. David, motion carried unanimously.

3. Public Comments: Chairman Augostini opened the floor for comments. Hearing none, Chairman Augostini moved to the next agenda item.

4. Discussion of Personnel Matters: J. Haas briefed the Personnel Committee on the proposed Assistant Director position for the Broome County Land Bank. She expressed that she worked collaboratively with the County’s Personnel Department to develop the job description and associated qualifications. The position will be funded through the New York State Homes & Community Renewal’s Land Bank Initiative (“LBI”) Phase I funding that was recently awarded to Land Banks. J reminded the Committee that the Assistant Director applicants will be interviewed, and selection made by the Executive Director. She expressed that the Board will be able to approve the selected applicant through an expanded administrative services agreement with Broome County that the Board considers on an annual basis. After a brief discussion, the Personnel Committee approved the job title and description as presented.

5. Adjournment: Chairman Augostini called for a motion to adjourn. On a motion by C. Marchuska, seconded by R. David, the motion carried unanimously. The meeting adjourned at 3:37 p.m.