



City of Columbia, Missouri

Meeting Minutes

Community Land Trust Organization Board

Tuesday, September 26, 2017

6:30 PM

Regular Meeting

Room 1C, City Hall, 701

E. Broadway, Columbia

I. CALL TO ORDER

Board President Called the meeting to order at 7:00 pm

Present: 6 - Shirley Rhoades, Jerry Dowell, Anthony Stanton, Alexander LaBrunerie, Paul Prevo and Susan Maze

Non-Voting: 1 - Michael Trapp

II. INTRODUCTIONS

Board moved directly to the approval of the agenda

III. APPROVAL OF AGENDA

Jerry Dowell made an amendment to correct item VII. New Business by fixing the spelling of Treasurer.

Motion to approve the Agenda as amended: Dowell

Motion 2nd by: LaBrunerie

IV. APPROVAL OF MINUTES

Approval of August 8, 2017 Meeting Minutes

Attachments: [Draft 8-8-17 MeetingMinutes](#)

Motion to approve the August 8, 2017 Meeting Minutes: LaBrunerie

Motion 2nd by: Dowell

V. SPECIAL ITEMS

Thank you to Midwest Regional CLT Event Sponsors and Board Members

Randy Cole reviewed the Midwest Regional CLT event and passed out Thank you cards for

Board members to write to thank sponsors.

Event Final Report

Attachments: [MidwestCLTFinalReport](#)

Grounded Solutions National Conference

Paul Prevo indicated he would not be able to attend the Grounded Solutions National

Conference in October and opened it for another board member to take his

registration.

Anthony Stanton indicated interest and would follow up with Randy Cole.

Lynn Cottages Update

Randy Cole gave an update on Lynn Street Cottages and discussed the first round of funding draws for the contractor and the process of how this would occur.

VI. OLD BUSINESS

Draft CCLT Strategic Plan

Attachments: [Strategic Plan-Draft 9-12-17](#)

Randy Cole gave an overview of the Draft CCLT Strategic Plan and the changes made since the last meeting.

Board members made the following changes to the plan.

On Page 1 under the Board of Directors, added the title of “, Secretary” behind Jerry Dowell

and moved that line to be under Alex LaBrunerie, Treasurer.

On Page 8 under 2018 Goals, deleted bullet point 6 and replaced with the following, “6.

Create a fundraising plan to increase non-city budget funding sources.” Also added the

following, “8. Meet MBE/WBE guidelines under Section 3 of the Housing and Urban

Development Act of 1968 as amended for the contracting and subcontracting of construction, reconstruction, conversion, or rehabilitation of housing. Also under 2019

Goals, deleted bullet point 5 and replaced with the following, “5. Implement fundraising

plan to increase non-city budget funding sources.” Also added the following, “8. Meet

MBE/WBE guidelines under Section 3 of the Housing and Urban Development Act of 1968 as

amended for the contracting and subcontracting of construction, reconstruction, conversion, or rehabilitation of housing.

Motion to approve the CCLT Strategic Plan as amended: Dowell

Motion 2nd by: Stanton

VII. NEW BUSINESS

Treasure's Report

Alex LaBrunerie reviewed the financial statement and requested Randy Cole give the board

a review of how quick books would work at the next meeting.

Motion to approve the Treasurer’s Report: Dowell

Motion 2nd by: Stanton

Financial Procedures Amendment-Check Writing Procedure

Attachments: [CCLT Financial Procedures-Proposed Amendment 9-12-2017](#)

Randy Cole presented a Check Writing Procedure Amendment to the Financial procedures.

Dowell proposed the following amendment to bullet 9 and bullet 10, "9. Board President

reviews and signs check, or another board officer if not available. 10. Board Treasurer

reviews and signs check, or another board office if not available."

Motion to approve the Financial procedures as amended: Dowell

Motion 2nd by: Stanton

VIII. REPORTS

Update on CHDO Agreements

Randy Cole gave an update on CHDO agreements.

Software Upgrade for CDBG and HOME Programs-CCLT

Randy Cole gave an update on software upgrade for CDBG and Home Programs as well as the CCLT add-on component.

IX. MOTION TO GO INTO CLOSED SESSION

Motion to go into closed session pursuant to RSMO 610.021 (2) Leasing, purchase or sale of real estate.

Yes: 6 - Rhoades, Dowell, Stanton, LaBrunerie, Prevo and Maze

Non-Voting: 1 - Trapp

Motion to go out of closed session pursuant to RSMO 610.021 (2) Leasing, purchase or sale of real estate.

Yes: 6 - Rhoades, Dowell, Stanton, LaBrunerie, Prevo and Maze

Non-Voting: 1 - Trapp

X. GENERAL COMMENTS BY PUBLIC, MEMBERS AND STAFF

None.

XI. NEXT MEETING DATE

As staff and board members will be in Oakland, CA for the national conference it was agreed

to move October's Board meeting to Wednesday, October 18, 2017, 6:30 pm

XII. ADJOURNMENT

Board President adjourned the meeting.