

Suffolk County Landbank Program
Suffolk County Department of Economic Development and Planning
Division of Planning and Environment
H. Lee Dennison Building – 11th Floor
Hauppauge, NY 11788-0099

June 28, 2017 at 11:00 a.m.
2nd Floor, Planning Library Conference Room

SC Landbank Governance Committee
Meeting Minutes

PRESENT:

Members

Theresa Ward, Commissioner, SC Dept. of Economic Development and Planning
Maria Barbara, Designee for Hon. Tom Cilmi, Suffolk County Legislator - District 10
Jason Smagin, Acting Director of Real Estate, SC Dept. of Economic Development and Planning

Staff:

Sarah Lansdale, Executive Director, SC Landbank Corp.
Robert Braun, Lead Counsel, SC Landbank Corp.
Andre Bermudez, Senior Project Manager, SC Landbank Corp.
Matt Kapell, Project Manager, SC Landbank Corp.
Janet Gremli, SC Health Dept. Coordinator
Brian Petersen, CPA, AVZ
Colleen Badolato, Secretarial Assistant, SC Dept. of Economic Development and Planning

CALL TO ORDER

The Landbank Governance Committee meeting was called to order by Theresa Ward at 11:00 a.m. There was a quorum.

PUBLIC PORTION - None

NEW BUSINESS

- Review and Approve Minutes of the May 24, 2017 Committee Meeting
Motion to approve by Jason Smagin; seconded by Theresa Ward. Motion approved 3-0-0.
- Brian Petersen gave an overview of the Management's Assessment of the Effectiveness of Internal Controls.
Purpose of this report:
 1. Define risks that are associated to assets of the Corporation.
 2. Make sure procedures that are currently in place mitigate those risks.
- This Assessment must be done annually.

OLD BUSINESS - None

NEXT STEPS

- The next Suffolk County Landbank Governance Committee Meeting is December 6, 2017.

ADJOURNMENT

- Jason Smagin made a motion to adjourn the meeting; seconded by Theresa Ward.
Meeting adjourned at 11:15 a.m.