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**Board Members: Gary Cole, Jennifer Kuns, Doug Weisenauer, Jeff Reser, Jenny Vermillion  
Barb McCullough, Manager**

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**February 23, 2016**

The meeting was called to order by Gary Cole with the following members present: Jennifer Kuns, Doug Weisenauer (rep for Jenny Vermillion), Jeff Reser and Steve Reinhard. Cindy Edwards, from the Treasurer's office was also present.

The minutes for the previous meeting were presented. Jeff Reser moved to approve the minutes, Jennifer Kuns 2<sup>nd</sup> the motion and it passed.

Jennifer Kuns reported on attending a meeting of the Richland County Land Bank Board and gave several positive observations. It is noted that the Richland County personnel are very willing to assist us as we progress.

Most of the meeting was used to review and alter a draft document of the Code of Regulations to be used by the CCLRC. Several changes were made, pending later approval, to make the document more useable for the CCLRC. An attorney will have to review it for the proper form.

Several questions were presented. Doug asked about insurance. This will be decided later but the Board Members are exempt from normal liability. Insurance is usually purchased for general liability and in certain cases for property protection.

Steve asked about the 501c3 status. When we get legal assistance, this may be accomplished. We will check on whether to include it in the code of regulations.

A question was asked about the executive committee as stated in the draft of the code of regulations. This will be reviewed and possibly altered.

Discussions were held on posting notices for meetings, the role of a manager, the signing of checks and who will prepare grants. Answers to these and other questions will be forthcoming. First, we have to arrange for legal assistance and prepare any contracts needed.

No official action was taken on the issues discussed.

The next meeting will be March 1, 3 pm in the Auditor's conference room. The Board will then meet with Russ Long as a possible legal resource. The Code of Regulations will be reviewed with some alterations and possibly presented for approval, pending legal review. Also, banking procedures and proposals may be discussed along with provisions of a contract for a manager.

The meeting was adjourned upon a motion by Jennifer Kuns and 2<sup>nd</sup> by Steve Reinhard.

Doug Weisenauer, acting secretary  
(with assistance from Cindy Edwards)