

**MINUTES OF THE VIRTUAL REGULAR MEETING OF THE
KALAMAZOO AREA BUILDING AUTHORITY
KALAMAZOO, MI
October 19, 2021**

Chairperson, Randy Thompson called the Virtual Regular Meeting of the Kalamazoo Area Building Authority (KABA) Board to order at approximately 2:00 P.M., Virtual Meeting Via Zoom.

Present: Randy Thompson, Chairperson / Representative from Comstock Township
Steve Leuty, Treasurer / Representative from Kalamazoo Township
Robin Madaras / Representative from City of Parchment
Don Smith / Representative from Pine Grove Township
Lysanne Harma, Secretary / Representative from Richland Township

Late Arrival: Kim Lewis / Representative from Village of Richland

Also present were Building Official, Mike Alwine; KABA Attorney, Robb Kreuger and Office Coordinator/Board Liaison, Penny Cassidy.

Ms. Lewis joined the virtual meeting at approximately 2:05pm

Chairperson asked the Board Members to state their name and location for the minutes:

Randy Thompson in Comstock Township
Steve Leuty in Kalamazoo Township (at home)
Robin Madaras in City of Parchment (at home)
Don Smith in Pine Grove Township (at home)
Lysanne Harma in Richland Township
Kim Lewis in Village of Richland (at home)

Approval of Agenda – A motion was made by Mr. Smith to approve the agenda as presented, seconded by Ms. Harma, and motion carried.

Approval of Consent Agenda – A motion was made by Ms. Lewis to approve the Consent Agenda, seconded by Mr. Smith, and motion carried.

Citizen Comments – There were no citizen comments.

BUSINESS:

5. a. KABA By-Laws - Mr. Leuty motioned to approve the KABA By-Laws with the addition of Van Buren County under Section 3.05, seconded by Ms. Harma, and carried with a roll call vote 6-0.

Roll Call Vote: Ayes: Thompson, Leuty, Madaras, Smith, Harma, and Lewis.
Nays: None

5. b. At-Large Board Member – Mr. Alwine requested assistance from the board members in the search for an At-Large Board Member, as all his possible candidates would have conflict of interest.

5. c. Financial Control Policy – Mr. Leuty offered an opinion to the KABA Financial Policy regarding more than one signatory. Mr. Smith motioned to increase the amount from \$1000 to \$1500 for the requirement of two signatories on checks written, seconded by Ms. Lewis, and carried with a vote 6-0.

Mr. Thompson lost connection at approximately 2:20 p.m. to the virtual meeting and rejoined the meeting at approximately 2:23 p.m.

Roll Call Vote: Ayes: Thompson, Leuty, Madaras, Smith, Harma, and Lewis.
Nays: None

KABA Board Member Comments – Ms. Lewis indicated the Village of Richland Board approved the KABA Budget at last night’s meeting. Mr. Leuty thanked the board members for considering his opinion to the Financial Control Policy. Ms. Harma indicated the KABA Budget will be presented to the Richland Township Board this evening. Ms. Madaras indicated the City of Parchment approved the KABA Budget at last night’s City Commission’s meeting. Mr. Smith indicated the KABA Budget will be presented at the Pine Grove November 3rd meeting.

KABA Staff Comments – Mr. Alwine commented on the continuation of residential and commercial permits streaming forward.

There was no further business. Ms. Lewis motioned to adjourn the board meeting, seconded by Ms. Harma and Mr. Thompson adjourned the meeting. The meeting was adjourned at approximately 2:30 P.M.

Drafted: October 20, 2021
Approved: November 16, 2021