

**MINUTES OF THE REGULAR MEETING OF THE
KALAMAZOO AREA BUILDING AUTHORITY
KALAMAZOO, MI
December 20, 2022**

Chairperson, Randy Thompson called the regular meeting of the Kalamazoo Area Building Authority (KABA) Board to order at approximately 2:05 P.M., at the KABA Offices, 2322 Nazareth Road.

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
Kim Lewis / Representative from Village of Richland
Vik Bawa, At-Large Board Member

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

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

Approval of Consent Agenda – A motion was made by Smith to approve the Consent Agenda as presented, seconded by Leuty and motion carried.

Citizen Comments – There were no citizens in attendance.

BUSINESS –

5. a. 2023 Board Meeting Dates – A list of the meeting dates, reflecting the third Tuesday of every month, was included in the board packet. Leuty commented on some members may possibly have a conflict with the MTA Conference commencing April 17th-20th next year. Leuty motioned to approve the 2023 Board Meeting Dates as presented, seconded by Madaras, and carried with a vote 7-0.

5. b. Information Security and Privacy Policy – Lewis motioned to approve the Information Security and Privacy policy with the previous grammatical corrections, seconded by Harma, and carried with a vote 7-0.

5. c. Engagement Letter from Siegfried Crandall (Annual) – Lewis motioned to approve the Engagement Letter from Siegfried Crandall for 2022 and authorized Alwine to sign and submit, seconded by Leuty, and carried with a vote 7-0.

KABA Board Member Comments – Thompson commented on how well the board works together.

KABA Staff Comments – Alwine thanked the board members for all their support.

There was no further business. The meeting was adjourned at approximately 2:20 P.M.

Drafted: December 21, 2022

Approved: February 21, 2023