



# AGENDA

Regular Meeting of the Kalamazoo Area Building Authority Board of Directors  
January 16, 2024  
2:00 PM

1. Call to Order
2. Approval of the Agenda [MOTION]
3. Consent Agenda [MOTION]
  - a. Approval of Minutes from the December 19, 2023 Board Meeting
  - b. Receipt of Bank Reconciliation Reports – December 2023
  - c. Receipt of Financial Reports – December 2023
  - d. Receipt of Building Report – December 2023
  - e. Receipt of Permit Lists – December 2023
  - f. Motion Log - 2023
4. Citizen Comments on Agenda and Non-Agenda Items
  - a. *Policy: A citizen shall state his/her name and address and may speak only one time, for no more than three (3) minutes. This time may not be given to another citizen to extend their time. During this time, you will be making statements, without discussion from the Board, but you are welcome to make an appointment with the Building Official or Board Chair to discuss your comments further. (Approved by KABA Board on November 9, 2017)*
5. Business
  - a. Conflict of Interest (Annual)
  - b. Engagement Letter from KABA Legal Counsel (Annual) [MOTION]
6. Board Member Comments
7. Staff Member Comments
8. Adjournment

**Auxiliary Services Notice:** KABA will, upon written request made at least 96 hours in advance of a scheduled meeting, provide auxiliary aids or alternative formats to qualified persons with disabilities for the purpose of effective communication. This can include but is not limited to providing sign language interpreters, procuring documents in Braille, or modifying color contrast on documents. Determinations on auxiliary aids, services, and alternative formats for an individual are made on a case-by-case basis in consultation with the requesting party.