

# PINELANDS DEVELOPMENT CREDIT BANK

## Special Meeting Minutes

September 7, 2011

- Meeting Location: 20 West State Street, Room 828, Trenton, NJ
- Members Present: Christopher Hughes, Department of Banking and Insurance; Commissioner's Chair Designee  
Susan (Craft) Payne, Department of Agriculture Designee  
Candace McKee Ashmun, Pinelands Commission Designee  
Kevin Auerbacher, Assistant Attorney General, Law and Public Safety Designee  
Fawn McGee, NJDEP Commissioner's Representative  
Edward McGlinchey, At Large Member  
Robert Shinn, At Large Member
- Others Present: Mark Collier, Deputy Attorney General, Law and Public Safety (Board Counsel)  
Nancy Wittenberg, Executive Director, NJ Pinelands Commission  
Susan R. Grogan, Chief Planner, NJ Pinelands Commission  
Marilyn Henley, Pinelands Development Credit Bank (Secretary)

Christopher Hughes, Director of Operations, called the meeting to order at 11:09 a.m. Mr. Hughes opened by introducing himself to the Board, presenting DOBI Commissioner Thomas Considine's letter designating him as Acting Chair for this Special Meeting and reading the Statement of Compliance with the NJ Special Open Public Meetings Act.

### **Roll Call:**

Seven board members (including Mr. Hughes) were present and constituted a Quorum

### **Reading and Approval of Minutes:**

Approval of minutes was not an item on the Special Meeting agenda. Acting Chairman Hughes stated minutes from the May 5, 2011 meeting would be voted on at the next regularly scheduled Board meeting to be held on October 20, 2011.

### **Business of the Board:**

Mr. Hughes discussed the necessity of the Board holding this Special Meeting to approve the Memorandum of Understanding prior to the Pineland Commission's meeting involving the same. Mr. Hughes verified that all had opportunity for review; then brought the MOU approval to a vote. The motion was properly moved by Commissioner Shinn and seconded by Mr. Auerbacher; motion carried unanimously.

The Pinelands Commission Executive Director, Nancy Wittenberg, identified Susan R. Grogan, Chief Planner at the Pinelands Commission as the staffer who would be stepping into the role as the Interim Executive Director to the Pinelands Development Credit Bank.

Mr. Hughes stated that Marilyn Henley, the assistant to retired Executive Director Guillermo Vivas, will be assigned as administrative support and the DOBI point of contact to the interim Executive Director. Mr. Hughes made reference to this being noted in the MOU.

Ms. Grogan will be meeting with Ms. Henley and members of the Pinelands Commission technical staff regarding ongoing transactions and maintaining the Pinelands Development website. In reference to the website, Mr. Hughes noted that the Chair of the Pinelands Development Credit Bank is still the Department of Banking and Insurance Commissioner Thomas Considine and his message is currently on the Pineland Bank's main web page.

Ms. Grogan's meeting is to be held within thirty days of Friday, September 9, 2011 prior to the next Pinelands Bank Board meeting.

**Other Business:**

Commissioner Shinn stated that the Board's next item of focus should be the exploration of the Bank purchasing PDCs. He stressed getting in position to buy credits and that this could be aid for hardship relief which was one of the original intents of the program. He said that every purchase in a down economy could be beneficial in the future. Mr. Shinn suggested that the next agenda include having ideas on the table.

As a result, the Board created a subcommittee consisting of Commissioner Shinn, Ms. McGee, and Ms. Payne. Ms. Payne stated the need to assess the market, identify resources and put together an action plan. Ms. Ashmun emphasized the need for the focus group to present many options to the Board and not just one idea.

The Board requested that Ms. Henley coordinate with the subcommittee members to schedule a meeting prior to the October 20, 2011 Board Meeting.

There was no one from the public in attendance for the meeting.

Commissioner Shinn also suggested that the Board hold some meetings at the Pinelands Commission in New Lisbon to encourage more public input from the residents of the Pineland areas. The Board agreed to explore this possibility.

**Adjournment:** The meeting was adjourned at approximately 11:45 a.m. on a motion by Mr. Shinn, seconded by Ms. Payne, and a unanimous affirmative vote.

Respectfully submitted,

Marilyn Henley  
Secretary (PDCB)

Adopted February 16, 2012