

**PINELANDS DEVELOPMENT CREDIT BANK
BOARD MEETING
March 4, 2004**

The meeting was called to order by Chairman H. Robert Tillman, who then read the Open Public Meeting Act Statement.

The roll was called by former Executive Director John Ross. Attendance was as follows:

MEMBERS PRESENT

H. Robert Tillman, Director, Division of Banking
Marc Green, Department of Agriculture
Peter D. Wint, Special Assistant to the Attorney General
John S. Watson, Jr., Department of Environmental Protection
Candace McKee Ashmun, New Jersey Pinelands Commission
John J. Tarditi, Jr., Public Member

MEMBERS ABSENT

Donald McCauley, Public Member

OTHER OFFICIALS

John T. Ross, former Executive Director, Pinelands Development Credit Bank
Susan R. Grogan, Acting Executive Director, Pinelands Development Credit Bank
Helene Chudzik, Deputy Attorney General, Department of Law & Public Safety

Mr. Ross indicated that there are currently two vacancies on the Board, both of which are for public members. He suggested that both vacancies be filled as quickly as possible. The name of one person familiar with the Pinelands and municipal land use matters has been recommended. It is unclear how long the appointment process might take.

Motion to approve the minutes of October 9, 2003 was made by Candace Ashmun and seconded by John Tarditi. All were in favor. John Watson abstained.

Motion to approve the minutes of December 19, 2003 was made by John Tarditi and seconded by Candace Ashmun. All were in favor. John Watson abstained.

Mr. Tillman stated that an agreement reflecting the arrangement which the Board

authorized with the Pinelands Commission for temporary services was to have been circulated with the December 19, 2003 minutes; however, he was unsure whether such an agreement had been finalized. Ms. Chudzik indicated that she would attempt to ascertain the status of the agreement.

Mr. Tillman reported that he and Mr. Ross had conducted interviews with two candidates for the Executive Director position on Friday, February 27th. He stated that under the Pinelands Development Credit Bank By-Laws, the Commissioner of Banking and Insurance has the right to make a recommendation to the Board and that Commissioner Bakke intended to do so. He suggested that the Board might be able to come to a consensus at today's meeting and then hold a special meeting after receiving the Commissioner's recommendation.

In response to a question from Ms. Ashmun, Ms. Chudzik confirmed that it is the Board which appoints the Executive Director and the Executive Director serves at the pleasure of the Board. Mr. Tillman concurred that it is the vote of the Board members which determines whom is hired as Executive Director.

Mr. Tillman stated that the Department is interested in having the Executive Director play more of a role in projects undertaken by the Department, as well as in the Department's decision-making process. This might require 2-3 hours per week of the Executive Director's time. It would not result in a significant increase in the Executive Director's responsibilities; the full-time focus of the Executive Director would still be on Pinelands issues. The Department feels all parties would benefit from a closer working relationship.

Ms. Chudzik confirmed that the Pinelands Development Credit Bank is considered to be "in but not of" the Department of Banking & Insurance.

Ms. Ashmun agreed that it would be beneficial for more people to be aware of the work that the Pinelands Development Credit Bank does and that any expertise which the Executive Director could offer the Department related to land use, planning and zoning would be useful. She questioned what would happen if this part of the Executive Director's job became too time-consuming.

Mr. Tillman stated that was unlikely to happen; his estimate of 2-3 hours per week probably overstates the amount of time that would be involved.

Mr. Ross stated that he had been more involved with the Department of Banking in the early days of the Pinelands Development Bank. At that time, the Commissioner of the Department served as Chairman of the Board and took a great interest in the Bank. He stated that he served in an informative capacity to the Department and that it would be a good idea to reestablish that closer connection with the Department. However, the amount of time spent by the Executive Director on such matters should be monitored.

Ms. Ashmun stated that this potential new arrangement with the Department should be taken into consideration when determining whom to hire as the new Executive Director.

Mr. Tillman stated that the Commissioner is interested in bringing the offices together physically as well. Therefore, the Bank's office may be relocated. In addition, the Department will try to carve out a set number of full time employees (FTEs) for the Bank so that it will not be affected by future budget cuts.

In response to a question from Mr. Tarditi, Ms. Green stated that the personnel committee (herself, Ms. Ashmun and Ms. Grogan) had interviewed three candidates and recommended Guillermo Vivas for the Executive Director position.

Ms. Ashmun stated that Mr. Vivas was very familiar with the Comprehensive Management Plan and had been involved in planning and zoning issues at the local level for many years. She stated that his land use and zoning experience would be helpful to the Department in the advisory capacity now being envisioned.

Ms. Green stated that Mr. Vivas possessed a good understanding of the Pinelands community and the need for outreach to generate interest in the Pinelands Development Credit program.

Ms. Grogan confirmed that all three of the candidates for the position would be available immediately.

Mr. Tarditi stated that he was agreeable to the personnel committee's recommendation.

Mr. Tillman suggested that the Board schedule the date of a special meeting (to be held via conference call) in anticipation of receiving the Commission's recommendation. The Board agreed to hold a special meeting on March 12, 2004 at 2:00 p.m.

A motion was made by Mr. Tarditi to extend the agreement with the Pinelands Commission for temporary services beyond the original January 31, 2004 time period as necessary. Ms. Ashmun seconded the motion and all were in favor.

With no further business, the meeting was adjourned at 11:00 a.m.

Respectfully submitted,

Susan R. Grogan
Acting Executive Director