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**MEMORANDUM**

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**FROM:** Andrea Imredy Saah, Esq., Senior Counsel

**RE:** **Philadelphia Land Bank August 10, 2021 Board Meeting**  
Remote Board Meeting Notice, Attendance, and Comment Procedures

**DATE:** July 30, 2021

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**A meeting of the Board of Directors of the Philadelphia Land Bank (“Land Bank”) is currently scheduled for Tuesday, August 10, 2021, to begin at 10:00 A.M.** Because of the continued closure of Land Bank offices due to the COVID-19 pandemic, this meeting will be held remotely using Zoom webinar. It is open to public attendees and public comments and questions.

**To join the meeting using a computer, tablet or smartphone, use the following link:**

<https://us02web.zoom.us/j/82506082170?pwd=ZW9iMkp2b3pjeUs4Z1BkVm5WVFNjZz09>

Passcode to access the meeting: 732993

**To join the meeting by calling in, use one of the following options:**

iPhone one-tap: US: +13017158592,,82506082170# or +13126266799,,82506082170#

OR call +1-301-715-8592 or +1-312-626-6799 or +1-929-2056099 or +1-253-215-8782 or +1-346-248-7799 or +1-669-900-6833

Webinar ID: 825 0608 2170; Passcode: 732993

**The Board agenda and package will be available to view no later than five (5) days prior to the Board meeting at <https://phdcphila.org/who-we-are/boards/philadelphia-land-bank-board/>.**

Public comment and questions regarding the matters that are posted on the agenda may be submitted prior to and during the Board meeting.

If you are joining and viewing the Board meeting through the Zoom webinar link above, you will be able to submit your questions/comments live during the Board meeting through a "Question and Answer" window on the web interface. *Do not use the Chat function for questions and comments.* The Board Chair may limit repetitious questions or comments. Submissions will be attached to the minutes.

If you wish to submit any questions or comments prior to the Board meeting, you must email the following information to [andrea.saah@phdc.phila.gov](mailto:andrea.saah@phdc.phila.gov) by 1:00 p.m. on Monday, August 9, 2021:

- Your full name and group or company affiliation, if applicable;
- Contact information (your email address or phone number);
- Identify the agenda item that you are addressing; and
- Provide your question(s)/comment(s) in a clear and concise manner.

A note to those members of the public who submit the above information by email within the required time frame: your question(s) and/or comment(s) will be read at the Board meeting, answered or addressed to the extent possible, and attached to the minutes of the meeting.

If possible, the Board meeting will be recorded and made publicly available within thirty (30) days. If you have questions and/or comments following the conclusion of the Board meeting, please submit them as described above and they will be addressed to the extent possible at the next scheduled Board meeting.