

**Saranac Lake Local Development Corporation**  
**January 23, 2022 - Meeting Minutes**  
**5:30PM, Village Offices**

Roll Call

Present: Mikesell, Scollin, Murphy, Evans, Milne, Monks-Kelly

Absent: Catillaz

1. Meeting called to order at 5:30PM
2. Approval of Minutes of December Meeting
  - a. Evans moves to accept minutes, Scollin seconds, all in favor.
3. Treasurer's Report
  - a. Operating Account (7534) balance: \$3,667.19 (\$3042.19 available)
  - b. Grants Account (9287) balance: \$13,297.17
  - c. COVID Grant - \$2,460.00
  - d. Mural Project - \$10,857.47 (\$857.47 available)
  - e. New checks: Mikesell will coordinate with Milne to sign checks to the village and Nip Rogers on Monday.
4. Old Business
  - a. Assisting the Village with a LEAF grant
    - i. Confirm Procurement and Financial Arrangements: memo to village to waive procurement requirements and substitute a method for getting quotes. Evans will create a draft contract, adjust as needed, and have it ready for the next LDC Meeting in February. The meeting will be at 5:00PM on 2/8.
    - ii. We need to have a meeting with Konkoski on 2/4 at 9AM. We will check in with Konkoski about contract requirements with applicants.
  - b. Accountant search updates: Murphy spoke with Brendan Kennedy who is the village accountant. Murphy will meet with a member of his staff to review our current accounting reporting requirements and audit requirements. Murphy will discuss missing information with the accountant, as the village is in the same situation.
  - c. SLLDC Committees: Mikesell assigns Evans to the audit Committee with Milne and Catillaz. The Audit Committee will make meeting/review arrangements once Murphy meets with the accountant.

- d. P.O. box: Mikesell will find out the cost of the P.O. box and have Milne sign a check to open it. We will update our address as required in PARIS, etc.
5. New Business:
- a. Notice of Meetings:
    - i. Evans brings up the public notice requirements for the meetings. We need to review how we alert the newspapers, etc. so he will look into that.
    - ii. Evans raises the issue that we need a live stream with public comment feature. A quorum is 4 people in a physical space with the current open meeting laws. If we are going to be joining remotely we would have to disclose our physical location (including home address).
  - b. Possible new board members: Scollin mentions possible applicants to the housing task force as possible members for the LDC. He will share a list with the board.
6. Adjournment : Evans moves to adjourn at 6:26, Mikesell seconds.