

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

1. Roll Call

Present: Stephanie Mikesell, Matt Scollin, Jeremy Evans, Andrew Milne, Chessie Monks-Kelly

Absent: Tom Catillaz

Non-Members Present: Patrick Murphy

2. Approval of Minutes: Milne moves, Evans seconds, all in favor

3. Treasurer's Report:

- a. Operating Account (7534) balance: \$3,612.74 (\$2,987.74 available)
- b. Grants Account (9287) balance: \$3,328.48
 - i. COVID Grant - \$2,460.00
 - ii. Mural Project - \$857.47
- c. Murphy submitted an invoice to the village so we will receive the contract amount after the next Village board meeting.

4. Old Business

- a. Assisting the Village with a LEAF grant
 - i. Need a contract with the village before we move forward. Evans supplied an example contract, we will edit as needed. Scollin asks if it had to go to the village attorney. We will move forward to share this with the village after edits. Once the contract is signed, we can address the procurement requirements and contracts for the individual awardees.
 - ii. Evans, Murphy, Mikesell, Monks-Kelly and Konkoski met to do the initial review of LEAF grants.
- b. SLLDC Committees
 - i. Milne, Murphy, and Catillaz are on the audit committee. They will meet once the audit is completed.
 - ii. Mikesell, Scollin, and Monks-Kelly are on the governance committee. All policies are on SLLDC website, committee members will look over existing policies and review at the same time as the audit committee.

5. New Business

- a. Auditing and PARIS
 - i. Auditor suggests doing multiple years of back audits as one book, to reduce costs. Brendan Kennedy (BST). Audit has to be completed before reporting is due at the end of March.
 - ii. A staff member at BST has offered to assist with PARIS reporting
 - b. Northern Current Fiscal Sponsorship
 - i. From Chris Morris: Saranac Lake Area Chamber of Commerce is doing work for Northern Current, the Rotary wants out of fiscal sponsorship. NC needs a new fiscal sponsor. Scollin raises the concern that we may become the new Rotary if we are not careful about fiscal sponsorship creep. We will table it until the next meeting. We will consider the possibilities and send any questions to Murphy, so we can address issues quickly. The governance committee needs to review pass-through policy so that we can answer this question easily in the future.
 - c. Monks-Kelly resignation: Monks-Kelly submits her resignation from the SLLDC. She will attend the March meeting and help with any transition as needed.
6. Adjournment: Evans moves to adjourn the meeting at 6:10, Scollin seconds.
7. Next meeting: March 8, 5PM.