

Saranac Lake Local Development Corporation
March 21, 2022 - Meeting Minutes
5:30PM, via Zoom

Present: Stephanie Mikesell, Patrick Murphy, Chessie Monks-Kelly, Matt Scollin

Absent: Andrew Milne

1. Meeting called to order at 5:38PM.
2. Minutes: Murphy moves to accept minutes from February meeting. Scollin seconds. All in favor.
3. Treasurer's report:
 - a. Operating Account (7534) balance: \$5,183.19
 - b. Saranac Lake Revitalization (Grants) Account (9287) balance: \$15,097.17
 - c. The accounts were renamed to make them clearer.
4. Audit process: No response from possible new accountant, no response from former accountant conducting audit, Dick DiNolfo. The village also uses his services and are having difficulty contacting him.
5. FOIL request for 27 Broadway: Murphy sent minutes, grant agreement, and contractual paperwork from that possible project to Mikesell to review and share with requester. We do not have access to meeting minutes from 2017 when the grant was approved. Request came through Paul Van Cott. Monks-Kelly will double-check records.
6. Mural project:
 - a. Mikesell mentions that there was a check from Adirondack Health missing from the mural fundraiser project. Scollin has asked for the check to be reissued by Adirondack Health and sent to the town hall.
 - b. Murphy has an update on mural donation from Adam Harris. It has been re-submitted through PayPal, which meant that it was a small fee. Scollin asks if this will be reflected in our current or former fiscal year, because he committed in 2021 but the money isn't moving until 2022. Murphy says that it depends, and we will have to check Murphy moves that we transfer \$10.44 from Operational account to SL Downtown Revitalization account to cover administrative fee. Scollin seconds, all in favor.
 - c. Murphy mentions that Say Real Estate has issued a new check for the mural project that needs to be picked up from their offices and deposited.

New Business

1. Murphy has drafted new financial policies for the board to standardize our financial operations. Mikesell shared the draft with the board via email. We will all read it over and

submit any feedback or edits before the next meeting. Once we have it to a good status, we can either vote via email or at the April board meeting.

2. Scollin suggests a PO box for the SLLDC's main correspondence. Monks-Kelly mentions restarting the process to use Google for Non-profits to set up email and Google Drive usage. Monks-Kelly will look into the forms and cost for a PO box.
3. Scollin mentions that there is renewed interest in village issues around the mayoral election, and points out that this may be a good time to recruit new board members. Mikesell also mentions that Scollin may become ex-officio (with vote) member of the SLLDC board as he assumes his position as a Village Trustee. Scollin will talk to Catillaz about his role on the board, and suggests that Kelly Brunette may want to join the SLLDC board as a member.
4. Mikesell moves to adjourn, Murphy seconds. Meeting adjourned at 6:06PM.