



MINUTES212
MLDC REGULAR MEETING 10-13-2022
Location: Virtual via Zoom

ATTENDANCE: **Present:** Randy Cochran, John Lavelle, Alex Goodman, Kelly Teacher, Fred Harding,
Dave Lybolt

Absent: Nicole Irwin

CALL TO ORDER – 6:05 PM

RATIFICATION OF E-VOTES AND PRE-APPROVED EXPENDITURES:

NONE

Action Taken: NA

MINUTES: Approval of Regular Meeting of 09-22-2022

Action Taken: Moved Acceptance: John Lavelle; Second: Randy Cochran; Vote: Unanimous

TREASURER’S REPORT (Bookkeeper JGS, CPA):

- ✓ Bank Balance – Checking - Operating Acct. as of 09-30-2022: \$23,483.71 (see Exhibit B1)
- ✓ P & L – Checking – Operating Account Year to Date 09-30-2022 – (see Exhibit B2)
- ✓ Balance Sheet – Operating Account – as of 09-30-2022 (see Exhibit B3)
- ✓ Revised 2021 P & L to consolidate Operating Account and O & R Grant Account to Agree with Audit. (See Exhibit B4)

Action Taken: Moved Acceptance: Alex Goodman; Second: Fred Harding; Vote: Unanimous

- ✓ Since 9-30-2022 there have been no debits or credits leaving an Available Balance as of 10-13-2022 of \$23,483.71. (Encumbered \$5751.54 for Calendar. \$5700.00-\$6000.00 for Audit; \$450.00 Bookkeeping; \$1500 Trail App; \$1500.00 for scholarships – will go into next year)

PRESENTATION OF BILLS

- ✓ PFK O’Conner Davies - \$150.00 for October bookkeeping (see Exhibit C1)

Action Taken: Moved Authorization to Pay Bills: Alex Goodman; Second: Randy Cochran;
Vote: Unanimous

COMMITTEE REPORT

FINANCE

- ✓ Per instructions, Attached Budget submitted to Town. (see Exhibit D1). A modified version after meeting with Town will be sent to Board for e-vote and then sent to State.
- ✓ Advertise for PT (1099) Executive Director. Draft will be sent to Board for e-vote.

Action Taken: No motions required at this time.

D&H TRANSPORTATION HERITAGE COUNCIL (Dave Lybolt)

GRANTS (Fred Harding)

- ✓ I request authorization to amend this description to read “support environmental awareness through camp programs and providing educational assistance to attendees and counselors furthering their education in the field of environmental sciences”.

Per the Britannica, “environmental science, interdisciplinary academic field that draws on **ecology, geology, meteorology, biology, chemistry, engineering, and physics** to study environmental problems and human impacts on the environment.”

The scholarship process would be handled by the Mamakating Lions Club and the selection of awardees would be at their discretion. Kohl’s through the Mamakating Local Development Corporation would be acknowledged as the funding source.

Fred Harding recommends we consider three \$500 instead of two \$750.

Action Taken: Moved we offer three \$500 grants as opposed to two \$750 grants: Alex Goodman; Second: Kelly Teacher; Vote: Unanimous

CALENDAR (Production-Randy Cochran; Distribution -John Lavelle, et al):

TRAIL APPS (Kelly Teacher, Randy Cochran, Fred Harding). Kelly Teacher and Fred Harding will revise rack cards for re-order.

They advised printing is same as quote in January. Qty 250 - \$174.38: Qty 500 - \$271.25: Qty 200 - \$310.00

FARMERS MARKET(John Lavelle, Kelly Teacher, Fred Harding)

- ✓ 17 solid vendors at end of year filling 18 stalls – 16 already planning to return next year.
- ✓ 12 solid vendors will participate if we extend season through September next year
- ✓ Creation of email blast list for Farmers Market (Nicole Irwin)

Action Taken: No motion required at this time.

PUBLIC RELATIONS & SOCIAL MEDIA (Kelly Teacher, Randy Cochran, John Lavelle, Fred Harding).

BUSINESS PROMOTION (Randy Cochran, Alex Goodman, Fred Harding):

BUSINESS DEVELOPMENT

OTHER BUSINESS THAT MAY COME BEFORE THE BOARD

- ✓ Nugent and Haeussler

ADJOURNMENT at 7:07

Action Taken: Moved approval: Randy Cochran; Second: John Lavelle; Vote: Unanimous

EXHIBIT B1

2:29 PM
10/05/22

Mamakating Local Development Corporation Reconciliation Detail Jeff Bank 9109420, Period Ending 09/30/2022

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						22,178.71
Cleared Transactions						
Checks and Payments - 2 items						
Check	09/07/2022	301	Debbie Fisher	X	-100.00	-100.00
Check	09/09/2022	299	Everything Animals ...	X	-100.00	-200.00
Total Checks and Payments					-200.00	-200.00
Deposits and Credits - 3 items						
Deposit	09/06/2022			X	205.00	205.00
Deposit	09/14/2022			X	600.00	805.00
Deposit	09/28/2022			X	700.00	1,505.00
Total Deposits and Credits					1,505.00	1,505.00
Total Cleared Transactions					1,305.00	1,305.00
Cleared Balance					1,305.00	23,483.71
Register Balance as of 09/30/2022					1,305.00	23,483.71
Ending Balance					1,305.00	23,483.71

EXHIBIT B2

2:31 PM
10/05/22
Cash Basis

Mamakating Local Development Corporation Profit & Loss January through September 2022

	Jan - Sep 22
Ordinary Income/Expense	
Income	
Calendar Sponsorships	2,000.00
Farmer's Market Fees	6,270.00
Summer Camp Grant Income	2,116.66
Town	28,000.00
Total Income	38,386.66
Gross Profit	38,386.66
Expense	
Advertising Farmers Market	9,596.28
Farmers Market Entertainment	300.00
Farmers Market Equipment&Supply	555.13
Farmers Market Music	1,950.00
Insurance Expense	1,829.00
Membership Fee	115.00
Office Supplies	368.71
Outside Bookkeeping Service	1,050.00
Summer Camp Program Expense	850.00
Travel Story Trail App	1,500.00
Total Expense	18,114.12
Net Ordinary Income	20,272.54
Net Income	20,272.54

EXHIBIT B3

3:39 PM
10/05/22
Cash Basis

Mamakating Local Development Corporation
Balance Sheet
As of September 30, 2022

	Sep 30, 22
ASSETS	
Current Assets	
Checking/Savings	
Jeff Bank 9109420	23,483.71
Total Checking/Savings	23,483.71
Total Current Assets	23,483.71
TOTAL ASSETS	23,483.71
LIABILITIES & EQUITY	
Equity	
Opening Balance Equity	35,000.00
Unrestricted Net Assets	-31,788.83
Net Income	20,272.54
Total Equity	23,483.71
TOTAL LIABILITIES & EQUITY	23,483.71

EXHIBIT C1



Mamakating Local Development
Corp
Fred Harding
2948 Rt. 209
Wurtsboro, NY 12790

Date: 10/1/2022

Client:14750.

Invoice #: 186716

For Professional Services Rendered

E.I.N. 27-1728945

Retainer per engagement letter for the month of October 31, 2022

Invoice Total: \$150.00

EXHIBIT D1

Ordinary Income/Expenses	AUG 31, 2022 (ACTUAL)	DEC 31, 2022 (PROJECTED)	2023 PROPOSED	NOTES
Income				
Calendar Sponsorships	\$ 700.00	\$ 2,800.00	\$ 3,850.00	11 x \$350
Farmers Market Fees	\$ 6,065.00	\$ 6,065.00	\$ 6,500.00	(18 x 50) + (18 x 15 x 20) + New
Summer Camp Grant Revenue	\$ 2,116.66	\$ 2,583.30	\$ 2,500.00	Kohl's Grant
Town	\$ 28,000.00	\$ 28,000.00	\$ 46,000.00	
TravelStory App Sponsorships	\$ -	\$ -	\$ -	
Total Income	\$ 36,881.66	\$ 39,448.30	\$ 58,850.00	
Carry Over			\$ 2,866.35	
Gross Profit (Avaible Funds)	\$ 36,881.66	\$ 39,448.30	\$ 61,716.35	
Expenses				
Accounting (Audit)	\$ -	\$ 5,700.00	\$ 6,000.00	
Advertsiing and Promotion-General				
Calendar	\$ -	\$ 5,751.54	\$ 6,000.00	
Advertsing and Promotion-Other	\$ -	\$ 3,000.00	\$ 3,000.00	Sullivan Visitors Guide, etc.
Travel Stories	\$ -	\$ 1,500.00	\$ 1,500.00	
Total Advertising and Promotion	\$ -	\$ 10,251.54	\$ 10,500.00	General Tourism Genration for Town
Advertising Farmers Market	\$ 9,596.28	\$ 9,596.28	\$ 10,000.00	Billboard, Papers,Banners, Facebook, Signs, Etc.- Tourism Generation
Executive Dirrector - Part Time	\$ -	\$ -	\$ 12,000.00	1099 Contractor
Farmers Market Manager	\$ -	\$ -	\$ 4,000.00	\$400/Month (Jan-Oct)
Farmers Market Entertainment	\$ 200.00	\$ 300.00	\$ 300.00	
Farmers Market Equip & Supplies	\$ 555.13	\$ 555.13	\$ 500.00	
Farmers Market Music	\$ 1,850.00	\$ 1,850.00	\$ 2,500.00	
Insurance Expense	\$ 1,829.00	\$ 1,829.00	\$ 2,000.00	Directors & Officers
Membership Fees	\$ 115.00	\$ 250.00	\$ 250.00	WBOT, Etc.
Office Supplies and Expenses	\$ 368.71	\$ 600.00	\$ 1,800.00	Supplies
Outside Bookkkeeping Service	\$ 1,050.00	\$ 1,800.00	\$ 2,100.00	\$150 to \$175 per month
Public Relations	\$ -	\$ -	\$ -	Kelly, John, Fred in 2022. Exec Dir 2023
Rent Expense	\$ -	\$ -	\$ -	
Scholarships - Grant Funds	\$ -	\$ 1,500.00	\$ 1,500.00	From Kohl's Grant Funds
Summer Camp Program - Grant Funds	\$ 850.00	\$ 850.00	\$ 850.00	From Kohl's Grant Funds
TravelStory Travel Apps Fee	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	
Total Expenses	\$ 17,914.12	\$ 36,581.95	\$ 55,800.00	
Net Ordinary Income	\$ 18,967.54	\$ 2,866.35	\$ 3,050.00	
Net Income	\$ 18,967.54	\$ 2,866.35	\$ 3,050.00	

