



**AGENDA**  
**MLDC REGULAR MEETING 09-22-2022**  
**Location: Virtual via Zoom**

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

**CALL TO ORDER – 6:03 PM**

**RATIFICATION OF E-VOTES AND PRE-APPROVED EXPENDITURES:**

NONE

**Action Taken:** NA

**MINUTES: Approval of Regular Meeting of 08-10-2022 and Special Meeting of 07-14-2022:**

**Action Taken:** Moved Acceptance: Dave Lybolt Second: John Lavelle Vote: Unanimous

**TREASURER’S REPORT (Bookkeeper JGS, CPA):**

- ✓ Bank Balance – Checking - Operating Acct. as of 08-31-2022: \$22,178.71(see **Exhibit B1**)
- ✓ P & L – Checking – Operating Account Year to Date 08-31-2022 –(see **Exhibit B2**)
- ✓ Balance Sheet – Operating Account – as of 08-31-2022 (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: Randy Cochran Vote: Unanimous

- ✓ Since 8-31-2022 we have credits of \$805 and debits of \$200.00 leaving an Available Balance as of 9-14-2022 of \$22,783.71. (Encumbered \$5751.54 for Calendar. \$5700.00-\$6000.00 for Audit; \$600.00 Bookkeeping; \$1500 Trail App; \$1500.00 for scholarships to be determined?)

**PRESENTATION OF BILLS**

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

**Action Taken:** Moved to Pay Bills: Alex Goodman Second: John Lavelle Vote: Unanimous

**COMMITTEE REPORT**

**FINANCE**

- ✓ Approval of 2023 budget request to Town and filing with the State if accepted by Town (see **Exhibit D1**)

**Action Taken:** Moved Acceptance: Dave Lybolt Second: Alex Goodman Vote: Unanimous

- ✓ Approval of Cover Letter Draft for transmittal of budget to Town. Sent again to Board evening of September 22, 2022 with understanding it would be used if no serious objections heard by noon September 23, 2023.

**D&H TRANSPORTATION HERITAGE COUNCIL (Dave Lybolt)**

**GRANTS (Fred Harding)**

- ✓ We received \$2583.30 from the Kohl’s grant this year. The Horse and Wagon rides (and pictures) from last year generated more Kohl’s employees’ interest. The horse drawn wagon rides cost us \$850. Leaving \$1733.30 to be applied per our “Project” description:  
*“Groom and maintain the existing "Fitness Trail" in the Town Park where the summer day camp is held for up to 300 children. Funds received will be supplemented by the Mamakating Local Development Corporation to provide special events for the children attending the camp (i.e. Horse Drawn Covered Wagon rides during the western bar-b-cue). Other events will be at the direction of Donna Consolo - Parks and Recreation Director.”*

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”.

The purpose of this would be to facilitate the use of the excess grant funds to provide two \$750 scholarships to high school graduates who were involved with the Mamakating Summer Camp experience and who are enrolling in a college and majoring in one of the Environmental Science disciplines.

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.

**Action Taken:**

Moved: Randy Cochran

- 1) Amend the Project Description as indicated above
- 2) Ask the Mamakating Lions Club to amend their application (**see Exhibit D2**) for these two scholarships to include the requirements for participation in the Mamakating Summer Camp and enrolling in a college and majoring in an environmental science discipline as defined by Britannica.
- 3) Reserve the right to final review of the Application wording.
- 4) Checks to be made out to Scholarship Recipient

Second: Nicole Irwin

Vote: Unanimous

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

Four open months for sponsorships (Feb, Mar, Sep, Nov). Let’s divide this up tonight so we can fill the calendar!

**TRAIL APPS** (Kelly Teacher, Randy Cochran, Fred Harding). Reorder of Rack Cards?

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)

- ✓ Revenues Up/Expenses Down = \$1342.20 under budget (**see Exhibit D3**). May still be a small residual bill from Facebook
- ✓ 18 solid vendors at end of year filling 19 stalls – all planning to return next year.

**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 7:10**

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

# EXHIBIT B1

11:46 AM

09/08/22

## Mamakating Local Development Corporation

### Reconciliation Detail

Jeff Bank 9109420, Period Ending 08/31/2022

Type	Date	Num	Name	Clr	Amount	Balance
<b>Beginning Balance</b>						22,300.41
<b>Cleared Transactions</b>						
<b>Checks and Payments - 8 items</b>						
Check	08/01/2022		Ca Menlo Park Face...	X	-66.70	-66.70
Check	08/02/2022	295	Cheryl Lambert	X	-250.00	-316.70
Check	08/05/2022	291	Dun Dreamin Farm	X	-850.00	-1,166.70
Check	08/10/2022	296	Aldo Troiani	X	-100.00	-1,266.70
Check	08/18/2022	297	Dave Bendlin	X	-150.00	-1,416.70
Check	08/22/2022		Ca Menlo Park Face...	X	-70.00	-1,486.70
Check	08/23/2022	298	Jay Harrison	X	-150.00	-1,636.70
Check	08/31/2022	300	Johnny Jules	X	-250.00	-1,886.70
<b>Total Checks and Payments</b>					<b>-1,886.70</b>	<b>-1,886.70</b>
<b>Deposits and Credits - 7 items</b>						
Deposit	08/02/2022			X	180.00	180.00
Deposit	08/08/2022			X	205.00	385.00
Deposit	08/15/2022			X	245.00	630.00
Deposit	08/19/2022			X	50.00	680.00
Deposit	08/22/2022			X	180.00	860.00
Deposit	08/30/2022			X	205.00	1,065.00
Deposit	08/30/2022			X	700.00	1,765.00
<b>Total Deposits and Credits</b>					<b>1,765.00</b>	<b>1,765.00</b>
<b>Total Cleared Transactions</b>					<b>-121.70</b>	<b>-121.70</b>
<b>Cleared Balance</b>					<b>-121.70</b>	<b>22,178.71</b>
<b>Register Balance as of 08/31/2022</b>					<b>-121.70</b>	<b>22,178.71</b>
<b>Ending Balance</b>					<b>-121.70</b>	<b>22,178.71</b>

# EXHIBIT B2

## Mamakating Local Development Corporation

### Profit & Loss

January through August 2022

	Jan - Aug 22
<b>Ordinary Income/Expense</b>	
<b>Income</b>	
Calendar Sponsorships	700.00
Farmer's Market Fees	6,065.00
Summer Camp Grant Income	2,116.66
Town	28,000.00
<b>Total Income</b>	<b>36,881.66</b>
<b>Gross Profit</b>	<b>36,881.66</b>
<b>Expense</b>	
Advertising Farmers Market	9,596.28
Farmers Market Entertainment	200.00
Farmers Market Equipment&Supply	555.13
Farmers Market Music	1,850.00
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
<b>Total Expense</b>	<b>17,914.12</b>
<b>Net Ordinary Income</b>	<b>18,967.54</b>

# EXHIBIT B3

11:49 AM  
09/08/22  
Cash Basis

## Mamakating Local Development Corporation Balance Sheet As of August 31, 2022

	Aug 31, 22
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
Jeff Bank 9109420	22,178.71
Total Checking/Savings	22,178.71
Total Current Assets	22,178.71
<b>TOTAL ASSETS</b>	<b>22,178.71</b>
<b>LIABILITIES &amp; EQUITY</b>	
Equity	
Opening Balance Equity	35,000.00
Unrestricted Net Assets	-31,788.83
Net Income	18,967.54
Total Equity	22,178.71
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>22,178.71</b>

# EXHIBIT B4

3:05 PM  
08/23/22  
Cash Basis

## Mamakating Local Development Corporation Profit & Loss January through December 2021

	Jan - Dec 21
Ordinary Income/Expense	
Income	
Calendar Sponsorships	4,350.00
Farmer's Market Fees	4,944.00
Soaring Event Revenue	420.00
Summer Camp Grant Income	466.64
Town	28,000.00
Travel Story App Grants	1,500.00
Total Income	39,680.64
Gross Profit	39,680.64
Expense	
Accounting (Yellow Book Audit)	5,500.00
Advertising and Promotion	
Calendar	9,958.65
Advertising and Promotion - Other	2,595.00
Total Advertising and Promotion	12,553.65
Advertising Farmers Market	8,889.46
Advertising Soaring Event	1,430.01
Bank Service Charges	35.50
Computer and Internet Expenses	147.00
Farmer's Market Advisor Fees	1,375.00
Farmers Market	300.00
Farmers Market Entertainment	200.00
Farmers Market Equipment & Supply	1,866.77
Farmers Market Music	1,280.00
Insurance Expense	1,782.00
MEEC Grant Equipment & Supplies	10,000.00
Membership Fee	240.00
Outside Bookkeeping Service	1,650.00
Public Relations	4,050.00
Rent Expense	56.00
Soaring Equipment & Supplies	2,011.50
Summer Camp Program Expense	750.00
Travel Story Trail App	4,000.00
Total Expense	58,116.89
Net Ordinary Income	-18,436.25
Net Income	<b>-18,436.25</b>

# EXHIBIT C1



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

Date: 9/1/2022

Client:14750.

Invoice #: 186544

For Professional Services Rendered

E.I.N. 27-1728945

Retainer per engagement letter for the month of September 30, 2022

Invoice Total: \$150.00

# EXHIBIT D1

PROPOSED 2023 MLDC BUDGET					
Ordinary Income/Expenses	AUG 31, 2022 (ACTUAL)	DEC 31, 2022 (PROJECTED)	2023 PROPOSED		NOTES
<b>Income</b>					
Calendar Sponsorships	\$ 700.00	\$ 2,800.00		\$ -	DELETED
Farmers Market Fees	\$ 6,065.00	\$ 6,065.00		\$ 7,500.00	Extended Season (18 x Initial \$50) + (18 x 19 x Weekly \$20) + New-Shrinkage
Summer Camp Grant Revenue	\$ 2,116.66	\$ 2,583.30		\$ 2,500.00	Kohl's Grant
Town	\$ 28,000.00	\$ 28,000.00		\$ 33,000.00	
TravelStory App Sponsorships	\$ -	\$ -		\$ -	
<b>Total Income</b>	\$ 36,881.66	\$ 39,448.30		\$ 43,000.00	
Carry Over From 2022				\$ 2,866.35	
<b>Gross Profit (Avaiable Funds)</b>	\$ 36,881.66	\$ 39,448.30		\$ 45,866.35	
<b>Expenses</b>					
Accounting (Audit)	\$ -	\$ 5,700.00		\$ 6,000.00	
Advertsiing and Promotion-General					
Calendar	\$ -	\$ 5,751.54		\$ -	DELETED
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 -General	\$ -	\$ 10,251.54		\$ 4,500.00	General Tourism Genration for Town
Advertising Farmers Market	\$ 9,596.28	\$ 9,596.28		\$ 5,000.00	Billboard out , Papers,Banners, Facebook, Signs, Etc.-Tourism Generation
Executive Dirtector - Part Time	\$ -	\$ -		\$ 10,000.00	1099 Contractor
Farmers Market Manager	\$ -	\$ -		\$ 3,000.00	1099 Contractor
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 Bookkeeping 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	\$ -	\$ -		\$ -	DELETED
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 App License	\$ 1,500.00	\$ 1,500.00		\$ 1,500.00	
<b>Total Expenses</b>	\$ 17,914.12	\$ 36,581.95		\$ 41,800.00	
<b>Net Ordinary Income</b>	\$ 18,967.54	\$ 2,866.35		\$ 1,200.00	
<b>Net Income</b>	\$ 18,967.54	\$ 2,866.35		\$ 1,200.00	

# EXHIBIT D2

## MAMAKATING LIONS CLUB – SCHOLARSHIP APPLICATION

(*must* live in the Town of Mamakating)

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

High School Presently Attending: \_\_\_\_\_

Rank in Class: \_\_\_\_\_ Out of \_\_\_\_\_ Grade Point Average: \_\_\_\_\_

Father's Occupation: \_\_\_\_\_ Mother's: \_\_\_\_\_

List Names of Brother (s) & Sister (s) and ages: \_\_\_\_\_

\_\_\_\_\_

List School Activities & Honors: \_\_\_\_\_

\_\_\_\_\_

List Community (non-school) Activities & Honors: \_\_\_\_\_

\_\_\_\_\_

School Where You Have Been Accepted: \_\_\_\_\_

\_\_\_\_\_

Have You Been Awarded Any Scholarships: \_\_\_\_\_ If Yes, Please list

Name & Value: \_\_\_\_\_

What Is Your Future Field of Endeavor: \_\_\_\_\_

Please submit a short essay stating the reason for selecting your career and future plans. Also include any additional information which might be pertinent to the Committee, such as family circumstances, financial circumstances, etc.

**Applications must be received by April 1, 2022**

Please return to: Mamakating Lions Club  
Scholarship Applications  
P.O. Box 365  
Wurtsboro, NY 12790

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## EXHIBIT D3

<b>FARMERS MARKET BUDGET TO ACTUAL</b>				
<b>BUDGET 2022</b>		<b>JAN 1, 2022-SEPT 2, 2022</b>		<b>OVER UNDER BUDGET</b>
<b>REVENUE</b>		<b>REVENUE</b>		
SPONSORSHIPS	\$ 300.00	SPONSORSHIPS	\$ 300.00	\$ -
PROJECTED FEES	\$ 5,650.00	PROJECTED FEES	\$ 5,765.00	\$ 115.00
				\$ -
<b>TOTAL REVENUE</b>	<b>\$ 5,950.00</b>	<b>TOTAL REVENUE</b>	<b>\$ 6,065.00</b>	\$ 115.00
				\$ -
				\$ -
<b>EXPENSES</b>		<b>EXPENSES</b>		\$ -
ADVERTISING	\$11,150.00	ADVERTISING	\$ 9,596.28	\$ (1,553.72)
ADVISOR	\$ -	ADVISOR	\$ -	\$ -
ENTERTAINMENT	\$ 300.00	ENTERTAINMENT	\$ 300.00	\$ -
EQUIPMENT & SUPPLIES	\$ 278.61	EQUIPMENT & SUPPLIES	\$ 555.13	\$ 276.52
MUSIC	\$ 1,900.00	MUSIC	\$ 1,950.00	\$ 50.00
<b>TOTAL EXPENSES</b>	<b>\$13,628.61</b>	<b>TOTAL EXPENSES</b>	<b>\$ 12,401.41</b>	\$ (1,227.20)
				\$ -
<b>NET PROFIT (LOSS)</b>	<b>\$ (7,678.61)</b>	<b>NET PROFIT (LOSS)</b>	<b>\$ (6,336.41)</b>	\$ (1,342.20)