

**COUNTIES OF WARREN AND WASHINGTON
CIVIC DEVELOPMENT CORPORATION**

5 Warren Street, Suite 210
Glens Falls, New York 12801

Phone (518) 792-1312

**BOARD MEETING AGENDA
December 16, 2019**

1. **Call to Order & Confirm Attendance**
2. **Approval of minutes of last Board Meeting November 18, 2019**

Current Accounts Payable

McCarthy & Conlon

\$100.00

Dec CDC Bookkeeping

Total Payables

\$100.00

3. **Old Business:**
4. **New Business:**
5. **Adjournment**

WWCDC
Balance Sheet
As of November 30, 2019

	Nov 30, 19	Nov 30, 18
ASSETS		
Current Assets		
Checking/Savings		
Checking Account	18,019.44	20,388.44
Total Checking/Savings	18,019.44	20,388.44
Total Current Assets	18,019.44	20,388.44
Fixed Assets		
Organizational costs		
Accumulated amortization	-3,618.24	-3,101.24
Organizational costs - Other	7,756.00	7,756.00
Total Organizational costs	4,137.76	4,654.76
Total Fixed Assets	4,137.76	4,654.76
TOTAL ASSETS	22,157.20	25,043.20
LIABILITIES & EQUITY		
Equity		
Unrestricted Net Assets	24,526.20	72,143.20
Net Income	-2,369.00	-47,100.00
Total Equity	22,157.20	25,043.20
TOTAL LIABILITIES & EQUITY	22,157.20	25,043.20

WWCDC
Profit & Loss Budget vs. Actual
Year to Date

	Jan - Nov 19	Budget	\$ Over Budget
Ordinary Income/Expense			
Income			
Operating Revenues			
Charges for Services			
Administrative Fees - New Proj	0.00	21,084.00	-21,084.00
Application Fees	0.00	46.00	-46.00
Total Charges for Services	0.00	21,130.00	-21,130.00
Other Operating Revenues			
Legal reimb. from developer 3.4	0.00	27,500.00	-27,500.00
Total Other Operating Revenues	0.00	27,500.00	-27,500.00
Total Operating Revenues	0.00	48,630.00	-48,630.00
Total Income	0.00	48,630.00	-48,630.00
Expense			
Nonoperating Expenditures			
Other nonoperating expenditures			
Amortization expense	0.00	92.00	-92.00
Total Other nonoperating expenditures	0.00	92.00	-92.00
Total Nonoperating Expenditures	0.00	92.00	-92.00
Operating Expenditures			
Insurance - Liability, D and O	0.00	184.00	-184.00
Professional Services Contracts			
Accounting Fees	1,400.00	2,292.00	-892.00
Legal Fees			
Legal - General	384.00	1,375.00	-991.00
Legal Fees - Other	385.00		
Total Legal Fees	769.00	1,375.00	-606.00
Professional Services Contracts - Other	200.00		
Total Professional Services Contracts	2,369.00	3,667.00	-1,298.00
Supplies and materials	0.00	92.00	-92.00
Total Operating Expenditures	2,369.00	3,943.00	-1,574.00
Total Expense	2,369.00	4,035.00	-1,666.00
Net Ordinary Income	-2,369.00	44,595.00	-46,964.00
Net Income	-2,369.00	44,595.00	-46,964.00

**COUNTIES OF WARREN AND WASHINGTON
CIVIC DEVELOPMENT CORPORATION**

5 Warren Street, Suite 210
Glens Falls, New York 12801

Telephone: (518) 792-1312

At the Board Meeting of the Counties of Warren and Washington Civic Development Corporation held on **November 18, 2019** at the Warren County Municipal Center, Lake George, New York, the following members were:

PRESENT:	Dave O'Brien	Chair
	Craig Leggett	Vice Chair
	Brian Campbell	At-Large Member/Park Chair/Contracting Officer
	Bruce Ferguson	WWIDA/WWCDC Member
	Matt Simpson	WWIDA/WWCDC Member
	Nick Caimano	WWIDA/WWCDC Member
	Mike Wild	WWIDA/WWCDC Member
	Travis Whitehead	WWIDA/WWCDC Member
	Michael Bittel	Sec/Treasurer
	Ginny Sullivan	WWIDA/WWCDC Member

ABSENT:

ALSO PRESENT:	Alie White	Office Administrator
	Kara Lais, Esq.	FitzGerald Morris Baker Firth, PC
	Jack Kelley	Coldwell Banker Commercial
	Zach Middleton	Fort Edward Planning Board Member
	Lester Losaw	Incoming Fort Edward Town Supervisor
	Gwen Craig	Post Star
	Terry Middleton	Fort Edward Town Supervisor

The minutes of the meeting were taken by Alie White, Office Administrator. At 5:43, attendance was taken by roll call and confirmed a quorum was still present from the IDA meeting of 4:05 p.m.

Approval of October CDC Board Minutes:

Mr. Leggett made a motion to approve the minutes of the October 21, 2019 Board Meeting minutes. Mr. Campbell seconded the motion and all voted in favor of the motion by voice vote.

Approval of Payable:

Mr. Caimano made a motion to approve the CDC Payables, Mr. Campbell seconded and the motion carried unanimously.

Adjournment:

There being no further business before the board, Mr. Caimano made a motion to adjourn the meeting at 5:45 p.m., Mr. Ferguson seconded with all in favor by voice vote.

Date: _____ Sec/Treasurer: _____