

LAKE CHAMPLAIN – LAKE GEORGE REGIONAL DEVELOPMENT CORPORATION

ANNUAL BOARD MEETING

January 09, 2024 immediately following LCLGRDC Membership meeting

Warren County Board of Supervisors Room, 1340 US 9, Lake George, NY 12845

AGENDA

1. Roll Call
2. Election of Officers
 - Chairman
 - Vice-Chairman
 - Treasurer
 - Secretary
4. Appointment of Committee members and Chairperson
 - Governance Committee
 - Finance Committee
 - Audit Committee
5. Approval of minutes from July 11, 2023, meeting
6. Treasurer's Report and 2023 Abstracts
 - December payment to USDA
7. Reaffirmation of policies and real property/investment statement (available at <https://www.lclgrpb.org/public-authority-accountability-act>)
8. LCLGRDC Dissolution Plan
 - Final payment to USDA
9. Write off All Brands Redemption Center loan
10. Director Paperwork – Fiduciary Duties, Financial Disclosure, and Independent Director
11. Confidential Board Evaluations
12. Governance Committee Report
 - Review of self-assessments
13. Finance Committee Report
 - Review of self-assessments
14. Audit Committee Report
 - Review of self-assessments
15. Annual Workplan
16. Other
17. Adjourn

Ms. Gilles called the meeting to order at 2:05pm and asked for a roll call.

MEMBERS PRESENT

Shannon Thayer
John Strough
Meg Wood
Beth Hunt
Al Nolette
Dave O'Brien
Beth Gilles

MEMBERS ABSENT

ELECTION OF OFFICERS

Ms. Gilles opened the floor to nominations for Chair. Mr. Nolette nominated Dave O'Brien. Ms. Hunt seconded. No other nominations. Motion to close nominations by Mr. Nolette. Seconded by Ms. Wood. Hearing no opposed, motion carried.

Ms. Gilles called the motion to elect Dave O'Brien as the 2024 RDC Chair. Hearing no opposed, motion carried.

Mr. O'Brien opened the floor to nominations for Vice-Chair. Ms. Hunt nominated John Strough. Ms. Wood seconded. No other nominations. Motion to close nominations by Mr. Nolette. Seconded by Ms. Thayer. Hearing no opposed, motion carried.

Mr. O'Brien called the motion to elect John Strough as the 2024 RDC Vice-Chair. Hearing no opposed, motion carried.

Mr. O'Brien opened the floor for nominations for Treasurer. Mr. Strough nominated Al Nolette. Ms. Hunt seconded. No other nominations. Motion to close nominations by Ms. Wood. Seconded by Ms. Thayer. Hearing no opposed, motion carried.

Mr. O'Brien called the motion to elect Al Nolette as the 2024 RDC Treasurer. Hearing no opposed, motion carried.

Mr. O'Brien opened the floor for nominations for Secretary. Mr. Nolette nominated Beth Hunt. Mr. Strough seconded. No other nominations. Motion to close nominations by Mr. Nolette. Seconded by Ms. Wood. Hearing no opposed, motion carried.

Mr. O'Brien called the motion to elect Beth Hunt as the RDC 2024 Secretary. Hearing no opposed, motion carried.

APPOINTMENT OF COMMITTEE MEMBERS AND CHAIRPERSON

Mr. O'Brien appointed the Governance Committee members: John Strough (Chair), Dave O'Brien, Al Nolette.

Mr. O'Brien appointed the Finance Committee members: Al Nolette (Chair), Meg Wood, Dave O'Brien.

Mr. O'Brien appointed the Audit Committee members: Beth Hunt (Chair), Shannon Thayer, John Strough.

APPROVAL OF MINUTES FROM JULY 11, 2023, MEETING

Mr. O'Brien asked for a motion to approve the July 11, 2023 meeting minutes.

Motion by Mr. Nolette.

Seconded by Ms. Hunt.

Hearing no omission or corrections and no opposed, motion carried.

TREASURER'S REPORT AND 2023 ABSTRACTS

Mr. Nolette presented the Treasurer's report and noted that the Board would go into more detail during the dissolution discussion. The RDC made the 2023 USDA payment, leaving one more payment.

Mr. O'Brien asked for a motion to approve the Treasurer's report and 2023 abstracts.

Motion made by Ms. Thayer.

Seconded by Ms. Wood.

Hearing no further discussion and no opposed, motion carried.

AMENDMENT TO THE INVESTMENT POLICY

Ms. Gilles presented an amendment to the Investment Policy, to add Insured Cash Sweep Accounts to the allowable investment options, as discussed in the October 2023 Finance Committee meeting. Mr. Nolette recommended an additional change to the Investment Policy to add NYCLASS as a method for investing.

Mr. O'Brien asked for a motion to approve the changes to the Investment Policy as amended.

Motion made by Mr. Nolette.

Seconded by Ms. Hunt.

Hearing no further discussion and no opposed, motion carried.

REAFFIRMATION OF POLICIES AND REAL PROPERTY/INVESTMENT STATEMENT

Ms. Gilles read the list of RDC policies.

Mr. O'Brien asked for a motion to affirm the newly amended Investment Policy and reaffirm the other policies and statement.

Motion by Ms. Thayer.

Seconded by Mr. Strough.

Hearing no further discussion and no opposed, motion carried.

LCLGRDC DISSOLUTION PLAN

- FINAL PAYMENT TO USDA

Ms. Gilles discussed the draft dissolution plan provided to the Board. She noted that the 2023 Audit price was set, but that the 2024 price would have to go out to RFP, so \$6,000 is an estimate. She is also unsure how much it will cost for an attorney to put together the dissolution plan that will be filed with the NYS Attorney General's Office. She noted that the plan will contain very little information, so she does not expect it to cost more than a few thousand dollars. Ms. Gilles would like to make the final payment to USDA in January to retire all the RDC debt. The RDC was provided \$9,531.87 in proceeds from the All Brands Redemption Center foreclosure. If the remainder is written-off, the receivable will be retired. The other RDC active RDC loan is Witherbee's Restaurant/Christian in Schroon Lake which has three more payments until it is paid off and the collateral can be released. Ms. Gilles noted that our attorney's suggest starting the dissolution process as soon as possible, as it will take a long time to work through all the state agencies that need to provide approval.

Mr. Nolette made a motion to waive the procurement requirements for professional services so the LCLGRDC may retain Barlett, Pontiff, Stewart, and Rhodes as the law firm to handle the dissolution. Seconded by Ms. Hunt.
Hearing no further discussion and no opposed, motion carried.

Mr. Nolette made a motion to provide the Chair of the RDC, David O'Brien, and Ms. Gilles with the authority to execute all documents associated with the dissolution process. Seconded by Ms. Hunt.
Hearing no further discussion and no opposed, motion carried.

Ms. Gilles asked for a motion to make the final payment to USDA in January 2024. Motion by Mr. Nolette. Seconded by Ms. Wood.
Hearing no further discussion and no opposed, motion carried.

WRITE OFF ALL BRANDS REDEMPTION CENTER

Mr. Nolette made a motion to write-off the remaining principal amount on the All Brands Redemption Center loan; \$38,127.47. Seconded by Ms. Thayer.
Hearing no further discussion and no opposed, motion carried.

DIRECTOR PAPERWORK – FIDUCIARY DUTIES, FINANCIAL DISCLOSURE, AND INDEPENDENT DIRECTOR

Ms. Gilles provided the board with hard copies and noted they must be filled out annually. She asked all Board members to fill them out and email them back to her.

CONFIDENTIAL BOARD EVALUATIONS

Ms. Gilles provided the Director's with hard copies and noted that the Director's must fill these out and submit them to her by March 1st so she can compile them and submit the results to the ABO.

GOVERNANCE COMMITTEE REPORT

Mr. Strough presented the report.

Mr. Nolette moved the report. Seconded by Ms. Hunt.
Hearing no further discussion and no opposed, motion carried.

FINANCE COMMITTEE REPORT

Mr. Nolette presented the report.

Ms. Hunt moved the report. Seconded by Mr. Strough.
Hearing no further discussion and no opposed, motion carried.

AUDIT COMMITTEE REPORT

Ms. Hunt presented the report.

Mr. Strough moved the report. Seconded by Ms. Thayer.

Hearing no further discussion and no opposed, motion carried.

ANNUAL WORKPLAN

Ms. Gilles reviewed the 2024 Annual Workplan. She amended it to include “Begin the dissolution process.”

Chairman O’Brien asked for a motion to approve the annual workplan as amended.

Motion by Mr. Nolette.

Seconded by Mr. Strough.

Hearing no further discussion and no opposed, motion carried.

OTHER

Mr. O’Brien adjourned the meeting at 2:22 pm.

Respectfully submitted by Lisa Bessette, Administrative Assistant, LCLGRPB.

LAKE CHAMPLAIN-LAKE GEORGE
REGIONAL DEVELOPMENT CORPORATION

Financial Statements

December 31, 2023 and 2022

(With Independent Auditors' Report Thereon)

LAKE CHAMPLAIN-LAKE GEORGE
REGIONAL DEVELOPMENT CORPORATION

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INDEPENDENT AUDITORS' REPORT

The Board of Directors
Lake Champlain-Lake George Regional
Development Corporation:

Report on the Audit of the Financial Statements

Opinion

We have audited the accompanying financial statements of Lake Champlain-Lake George Regional Development Corporation (the Corporation) (a nonprofit organization) which comprise the statements of financial position as of December 31, 2023 and 2022, and the related statements of activities and cash flows for the years then ended, and the related notes to financial statements.

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the Corporation as of December 31, 2023 and 2022, and the changes in its net assets and its cash flows for the years then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinion

We conducted our audits in accordance with auditing standards generally accepted in the United States of America (GAAS) and the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the Auditors' Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the Corporation and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audits. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the Corporation's ability to continue as a going concern within one year after the date of the financial statements are available to be issued.

Auditors' Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditors' report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS and Government Auditing Standards will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with GAAS and Government Auditing Standards, we:

- Exercise professional judgment and maintain professional skepticism throughout the audits.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audits in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Corporation's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the Corporation's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control related matters that we identified during the audits.

Other Reporting Required by Government Auditing Standards

In accordance with Government Auditing Standards, we have also issued our report dated , 2024 on our consideration of the Corporation's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Corporation's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with Government Auditing Standards in considering the Corporation's internal control over financial reporting and compliance.

Williamsville, New York
, 2024

LAKE CHAMPLAIN-LAKE GEORGE
REGIONAL DEVELOPMENT CORPORATION
Statements of Financial Position
December 31, 2023 and 2022

<u>Assets</u>	<u>2023</u>	<u>2022</u>
Current assets:		
Cash and equivalents	\$ 51,244	60,724
Accrued interest receivable	18	130
Current portion of loans receivable	2,836	35,597
Less allowance for credit losses	-	(19,361)
Total current assets	<u>54,098</u>	<u>77,090</u>
Loans receivable, net of current portion	-	31,145
Less allowance for credit losses	-	(30,639)
Net loans receivable, net of current portion	<u>-</u>	<u>506</u>
Total assets	<u><u>\$ 54,098</u></u>	<u><u>77,596</u></u>
<u>Liabilities and Net Assets</u>		
Current liabilities:		
Accrued interest payable	20	45
Current portion of loan payable	<u>29,985</u>	<u>30,247</u>
Total current liabilities	30,005	30,292
Long-term liabilities - loan payable, net of current portion	<u>-</u>	<u>30,027</u>
Total liabilities	30,005	60,319
Net assets without donor restrictions	<u>24,093</u>	<u>17,277</u>
Total liabilities and net assets	<u><u>\$ 54,098</u></u>	<u><u>77,596</u></u>

See accompanying notes to financial statements.

LAKE CHAMPLAIN-LAKE GEORGE
REGIONAL DEVELOPMENT CORPORATION
Statements of Activities
Years ended December 31, 2023 and 2022

	<u>2023</u>	<u>2022</u>
Revenue:		
Interest income from loans to businesses	\$ 637	2,206
Interest income from financial instruments	19	24
Prior year refund of expenditures	-	433
Bad debt recovery	11,873	-
Program late fees	-	53
Total revenue	<u>12,529</u>	<u>2,716</u>
Expenses:		
Administrative and operating expenses	5,179	4,946
Interest expense	534	956
Total expenses	<u>5,713</u>	<u>5,902</u>
Change in net assets without donor restrictions	6,816	(3,186)
Net assets without donor restrictions at beginning of year	<u>17,277</u>	<u>20,463</u>
Net assets without donor restrictions at end of year	<u><u>\$ 24,093</u></u>	<u><u>17,277</u></u>

See accompanying notes to financial statements.

LAKE CHAMPLAIN-LAKE GEORGE
REGIONAL DEVELOPMENT CORPORATION

Statements of Cash Flows
Years ended December 31, 2023 and 2022

	<u>2023</u>	<u>2022</u>
Cash flows from operating activities:		
Change in net assets without donor restrictions	\$ 6,816	(3,186)
Adjustments to reconcile change in net assets without donor restrictions to net cash used in operating activities:		
Bad debt recovery	(11,873)	-
Changes in:		
Accrued interest receivable	112	(33)
Accounts payable	-	(195)
Accrued interest payable	(25)	5
Net cash used in operating activities	(4,970)	(3,409)
Cash flows from investing activities - collections on loans receivable	25,779	37,902
Cash flows from financing activities - repayments on loan payable	(30,289)	(29,953)
Net change in cash and equivalents	(9,480)	4,540
Cash and equivalents at beginning of year	60,724	56,184
Cash and equivalents at end of year	<u>\$ 51,244</u>	<u>60,724</u>
Supplemental schedule of cash flow information - cash paid for interest	<u>\$ 559</u>	<u>951</u>

See accompanying notes to financial statements.

LAKE CHAMPLAIN-LAKE GEORGE
REGIONAL DEVELOPMENT CORPORATION

Notes to Financial Statements

December 31, 2023 and 2022

(1) Summary of Significant Accounting Policies

(a) Nature of Activities

The Lake Champlain-Lake George Regional Development Corporation (the Corporation) was incorporated under Sections 402 and 1411 of the Not-For-Profit Corporation Law of New York State. The Corporation's objectives are to promote commercial development within Warren, Washington, Clinton, Essex and Hamilton Counties. These objectives are primarily accomplished by the relending of Farmers Home Administration (FmHA) loans to new or existing businesses located within these five counties.

(b) Basis of Accounting

The financial statements of the Corporation have been prepared on the accrual basis of accounting in accordance with accounting principles generally accepted in the United States of America (GAAP).

(c) Basis of Presentation

The Corporation reports information regarding its financial position and activities according to two classifications of net assets: net assets without donor restrictions and net assets with donor restrictions. Net asset without donor restrictions represents resources available for the general support of the Corporation's activities. Net assets with donor restrictions are those whose use has been limited by donor imposed stipulations that either expire by the passage of time or can be fulfilled by actions of the Corporation. The Corporation had only net assets without donor restrictions in 2023 and 2022.

(d) Estimates

The preparation of financial statements in accordance with GAAP requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

(e) Cash and Equivalents

For purposes of reporting cash flows, cash includes money market accounts and any highly liquid debt instruments purchased with a maturity of three months or less.

(f) Concentration of Credit Risk

Financial instruments that potentially subject the Corporation to concentration of credit risk consist principally of cash accounts in financial institutions. The Corporation maintains financial instruments at financial institutions which periodically may exceed federally insured limits. At December 31, 2023 and 2022, the Corporation had no amounts in excess of the federally insured limits.

LAKE CHAMPLAIN-LAKE GEORGE
REGIONAL DEVELOPMENT CORPORATION
Notes to Financial Statements, Continued

(1) Summary of Significant Accounting Policies, Continued

(g) Income Taxes

The Corporation is exempt from Federal income taxes under Section 501(c)(6) of the Internal Revenue Code (the Code). Under Accounting Standards Codification (ASC) Section 740, the tax status of tax-exempt entities is an uncertain tax position, since events could potentially occur that jeopardize tax-exempt status. GAAP requires management to evaluate tax positions taken by the Corporation and recognize a tax liability if the Corporation has taken an uncertain tax position that more than likely would not be sustained upon examination by the IRS. Management has analyzed the tax positions taken by the Corporation and is not aware of any events that could jeopardize its tax exempt status. Therefore, no liability or provision for income tax has been reflected in the financial statements.

(h) Subsequent Events

The Corporation has evaluated subsequent events through the date of the report which is the date the financial statements were available to be issued.

(i) Change in Accounting Principle

At the beginning of 2023, the Corporation adopted Accounting Standards Codification 326, Financial Instruments - Credit Losses (Topic 326) Measurement of Credit Losses on Financial Instruments, as amended which modifies the measurement of expected credit losses on certain financial instruments, including loans receivable, and requires the organizations to measure all expected credit losses for financial instruments based on historical experience, current conditions, and reasonable and supportable forecasts for collectability. The Corporation adopted this new standard utilizing the modified retrospective transition method. The adoption of this Standard did not have a material impact on the Corporation's financial statements.

(2) Liquidity

The Corporation has approximately \$51,262 of financial assets available within one year of the statement of financial position date to meet cash needs for general expenditures, consisting of \$51,244 of cash and equivalents and \$18 of accrued interest receivable.

LAKE CHAMPLAIN-LAKE GEORGE
REGIONAL DEVELOPMENT CORPORATION

Notes to Financial Statements, Continued

(3) Loans Receivable

(a) Program Description

Loans receivable represents the balance on loans made available through the FmHA Intermediary Relending Program (IRP). These loans are made available through the Community Economic Development Act as assistance to eligible IRP intermediaries. Under the IRP, interest and fee income earned on the loans to ultimate recipients may be used for operating expenditures of the Corporation. To qualify for a loan through this program, applicants must have applied for and been denied credit at a financial institution. In addition, all loans are required to be secured by some form of collateral.

(b) Allowance for Credit Losses

The allowance method is derived from a review of Corporation's historical losses based on an aging of receivables and a loan is considered past due (principal and/or interest are 90 days delinquent). Historical losses have been consistent. This estimate is adjusted for management's assessment of current conditions, forecasts of future events, and other factors deemed relevant risk factors. As a result, management has determined that the allowance for credit losses is adequate.

The Corporation writes off receivables when there is information that indicates that there is no possibility of collection. If any recoveries are made from loans receivable previously allowed for, they will be recognized in revenue in the year they are collected. For the year December 31, 2023, the Corporation wrote-off \$38,127 of loans receivable previously recorded in their allowance for credit losses. There were no write-offs during the year ended December 31, 2022.

The allowance for credit losses for loans receivable and the related activity for the years ended December 31, 2023 and 2022, is as follows:

	<u>2023</u>	<u>2022</u>
Balance at beginning of year	\$ 50,000	50,000
Change in provision for credit losses	(11,873)	-
Loan write-offs	<u>(38,127)</u>	<u>-</u>
Balance at end of year	\$ <u>-</u>	<u>50,000</u>

LAKE CHAMPLAIN-LAKE GEORGE
REGIONAL DEVELOPMENT CORPORATION

Notes to Financial Statements, Continued

(3) Loans Receivable, Continued

(c) Loans Receivable

The table sets forth a summary of loans receivable for the years ended December 31, 2023 and 2022:

	<u>2023</u>	<u>2022</u>
Balance at beginning of year	\$ 66,742	104,644
Less amounts collected	<u>(25,779)</u>	<u>(37,902)</u>
Balance at end of year	40,963	66,742
Less write-offs	<u>(38,127)</u>	-
Less current portion	<u>(2,836)</u>	<u>(35,597)</u>
Loans receivable, net of current portion	\$ <u>-</u>	<u>31,145</u>

(d) Nonaccrual Status

The Corporation places loans receivable on nonaccrual status using factors similar to those described for loans receivables with an allowance for credit losses. When loans receivable are placed on nonaccrual status, any accrued interest is reversed against interest income from loans to businesses and interest is only recognized to the extent of cash received, or if a loan is taken off nonaccrual status. There were no loans receivable placed on nonaccrual status as of December 31, 2023. Loans receivable placed on nonaccrual status as of December 31, 2022 amounted to \$47,659.

No interest income on loans to businesses has been recognized on loans receivable placed on nonaccrual status during the year ended December 31, 2023.

(e) Loan Interest

Interest on loans is recognized over the term of the loan and is calculated using the simple-interest method on principal amounts outstanding. Interest accrues on loans receivable at 5.0% - 6.5% per annum as detailed in the terms of each loan agreement. Interest income on nonaccrual loans is recognized only to the extent cash payments are received.

(4) Loan Payable

The Corporation is the intermediary recipient of a United States Department of Agriculture Rural Development FmHA loan with interest of 1% annually. The Corporation, upon FmHA approval, may draw funds from FmHA for the purpose of relending to businesses and individuals who meet the criteria of the IRP. Principal and interest on the loan are due in annual installments of \$30,848. The loan matures in December 2024. The loan is secured by the Corporation's loans receivable. A summary of the outstanding loan payable as of December 31, 2023 and 2022 is as follows:

LAKE CHAMPLAIN-LAKE GEORGE
REGIONAL DEVELOPMENT CORPORATION

Notes to Financial Statements, Continued

(4) Loan Payable, Continued

	<u>2023</u>	<u>2022</u>
FmHA loan	\$ 29,985	60,274
Less current portion	<u>(29,985)</u>	<u>(30,247)</u>
Loan payable, net of current portion	\$ <u>-</u>	<u>30,027</u>

Interest expense was \$534 and \$956 for the years ended December 31, 2023 and 2022, respectively.

(5) Related Party Transactions

The Lake Champlain-Lake George Regional Planning Board (the Board) shares certain members of its Board of Directors and is, therefore, considered a related party to the Corporation. In addition, the Corporation shares office space and personnel with the Board and has contracted with them to administer the IRP and to provide other services. The Corporation may be charged a fee for these items. No fees were charged during the years ended December 31, 2023 and 2022.

(6) Concentration of Credit Risk - Loans Receivable

Financial instruments that potentially subject the Corporation to credit risk are loans receivable from various businesses within the Corporation's service area. These loans are secured by various types of collateral to minimize the risk to the Corporation. Loans are considered past due when a payment as detailed in the loan agreement, is not paid timely. Loans receivable, which are considered collectable and are still accruing finance charges, amounted to \$2,836 and \$19,083 at December 31, 2023 and 2022, respectively. Loans not accruing interest because management has determined that collection is doubtful amounted to \$47,659 at December 31, 2022. At December 31, 2023, the Corporation had one loan that represented 100% of the total outstanding loans receivable. At December 31, 2022, the Corporation had two loans that represented 98% of the total outstanding loans receivable.

(7) Functional Expenses

The Corporation's expenses for the years ended December 31, 2023 and 2022, are allocated as follows:

	<u>2023</u>	<u>2022</u>
Program services	\$ 1,718	2,111
Supporting services	<u>3,995</u>	<u>3,791</u>
	\$ <u>5,713</u>	<u>5,902</u>

**INDEPENDENT AUDITORS' REPORT ON INTERNAL CONTROL OVER
FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS
BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN
ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS**

The Board of Directors
Lake Champlain-Lake George Regional
Development Corporation:

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in Government Auditing Standards issued by the Comptroller General of the United States, the financial statements of Lake Champlain-Lake George Regional Development Corporation (the Corporation) (a nonprofit organization), which comprise the statement of financial position as of December 31, 2023, and the related statements of activities and cash flows for the year then ended, and the related notes to financial statements, and have issued our report thereon dated , 2024.

Report on Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the Corporation's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Corporation's internal control. Accordingly, we do not express an opinion on the effectiveness of the Corporation's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements, on a timely basis. A material weakness is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the Corporation's financial statements will not be prevented, or detected and corrected, on a timely basis. A significant deficiency is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of the internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses or significant deficiencies may exist that were not identified.

Report on Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Corporation's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under Government Auditing Standards.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Corporation's internal control or on compliance. This report is an integral part of an audit performed in accordance with Government Auditing Standards in considering the Corporation's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Williamsville, New York
, 2024

REPORT TO THE BOARD

, 2024

The Board of Directors
Lake Champlain-Lake George Regional
Development Corporation

Dear Board Members:

We have audited the financial statements of Lake Champlain-Lake George Regional Development Corporation (the Corporation) for the year ended December 31, 2023, and have issued our report thereon dated , 2024. Professional standards require that we provide you with information about our responsibilities under auditing standards generally accepted in the United States of America and Government Auditing Standards, as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our engagement letter. Professional standards also require that we communicate to you the following information related to our audit.

Significant Accounting Policies

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by Corporation are described in note 1 to the financial statements. For the year ended December 31, 2023, the Corporation adopted Accounting Standards Codification 326, Financial Instruments - Credit Losses (Topic 326) Measurement of Credit Losses on Financial Instruments, as amended which modifies the measurement of expected credit losses on certain financial instruments, including accounts receivable, and requires the Corporation to measure all expected credit losses for financial instruments based on historical experience, current conditions, and reasonable and supportable forecasts for collectability. The Corporation adopted this new standard utilizing the modified retrospective transition method.

We noted no transactions entered into by the Corporation during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Accounting Estimates

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected.

For the year ended December 31, 2023, we evaluated the key factors and assumptions used by management in determining that accounting estimates were reasonable in relation to the financial statements taken as a whole.

Significant Disclosures

The financial statement disclosures are neutral, consistent, and clear.

Difficulties Encountered in Performing the Audit

We encountered no difficulties in dealing with management in performing and completing our audit.

Corrected and Uncorrected Misstatements

Professional standards require us to accumulate all misstatements identified during the audit, other than those that are clearly trivial, and communicate them to the appropriate level of management. There were no material uncorrected misstatements detected as a result of our audit procedures.

Disagreements with Management

For purposes of this report, a disagreement with management is a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditors' report. We are pleased to report that no such disagreements arose during the course of our audit.

Management Representations

We have requested certain representations from management that are included in the management representation letter.

Management Consultations with Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a “second opinion” on certain situations. If a consultation involves application of an accounting principle to Corporation’s financial statements or a determination of the type of auditors’ opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

Other Audit Findings or Issues

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as Corporation’s auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

* * * * *

This information is intended solely for the use of the Board of Directors and management of Lake Champlain-Lake George Regional Development Corporation and is not intended to be and should not be used by anyone other than these specified parties.

Very truly yours,

EFPR GROUP, CPAs, PLLC

LAKE CHAMPLAIN – LAKE GEORGE REGIONAL DEVELOPMENT CORPORATION

March 19, 2024

EFPR Group, CPAs, PLLC
6390 Main Street, Suite 200
Williamsville, New York 14221

This representation letter is provided in connection with your audit of the financial statements of Lake Champlain-Lake George Regional Development Corporation, which comprise the statements of financial position as of December 31, 2023 and 2022, and the related statements of activities and cash flows for the years then ended, and the disclosures (collectively, the “financial statements”), for the purpose of expressing an opinion as to whether the financial statements are presented fairly, in all material respects, in accordance with accounting principles generally accepted in the United States (U.S. GAAP).

Certain representations in this letter are described as being limited to matters that are material. Items are considered to be material, regardless of size, if they involve an omission or misstatement of accounting information that, in light of surrounding circumstances, makes it probable that the judgment of a reasonable person relying on the information would be changed or influenced by the omission or misstatement. An omission or misstatement that is monetarily small in amount could be considered material as a result of qualitative factors.

We confirm, to the best of our knowledge and belief, as of March 19, 2024, the following representations made to you during your audit.

Financial Statements

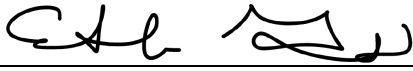
- 1) We have fulfilled our responsibilities, as set out in the terms of the audit engagement letter dated October 13, 2023, including our responsibility for the preparation and fair presentation of the financial statements in accordance with U.S. GAAP.
- 2) The financial statements referred to above are fairly presented in conformity with U.S. GAAP.
- 3) We acknowledge our responsibility for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.
- 4) We acknowledge our responsibility for the design, implementation, and maintenance of internal control to prevent and detect fraud.
- 5) The methods, significant assumptions, and data used in making accounting estimates and their related disclosures are appropriate to achieve recognition, measurement, or disclosure that is reasonable in accordance with U.S. GAAP.
- 6) Related-party relationships and transactions have been appropriately accounted for and disclosed in accordance with U.S. GAAP.
- 7) All events subsequent to the date of the financial statements and for which U.S. GAAP requires adjustment or disclosure have been adjusted or disclosed.

- 8) The effects of uncorrected misstatements are immaterial, both individually and in the aggregate, to the financial statements as a whole. A list of the uncorrected misstatements is attached to the representation letter.
- 9) The effects of all known actual or possible litigation, claims, and assessments have been accounted for and disclosed in accordance with U.S. GAAP.
- 10) Material concentrations have been appropriately disclosed in accordance with U.S. GAAP.
- 11) Guarantees, whether written or oral, under which the Organization is contingently liable, have been properly recorded or disclosed in accordance with U.S. GAAP.
- 12) We have implemented ASU 2016-13, *Financial Instruments—Credit Losses (Topic 326): Measurement of Credit Losses on Financial Instruments*, during the audit period. We have implemented the new accounting standard in accordance with the transition guidance prescribed in the ASU. We have sufficient and appropriate documentation supporting all estimates and judgments underlying the amounts recorded and disclosed in the financial statements.
- 13) We have analyzed all financial instruments and appropriately recorded and/or disclosed expected credit losses in accordance with *FASB ASC 326, Financial Instruments—Credit Losses*.

Information Provided

- 14) We have provided you with:
 - a) Access to all information, of which we are aware, that is relevant to the preparation and fair presentation of the financial statements, such as records (including information obtained from outside of the general and subsidiary ledgers), documentation, and other matters.
 - b) Additional information that you have requested from us for the purpose of the audit.
 - c) Unrestricted access to persons within the Organization from whom you determined it necessary to obtain audit evidence.
 - d) Minutes of the meetings of the governing board or summaries of actions of recent meetings for which minutes have not yet been prepared.
- 15) All material transactions have been recorded in the accounting records and are reflected in the financial statements.
- 16) We have disclosed to you the results of our assessment of the risk that the financial statements may be materially misstated as a result of fraud.
- 17) We have no knowledge of any fraud or suspected fraud that affects the Organization and involves:
 - 1) Management,
 - 2) Employees who have significant roles in internal control, or
 - 3) Others where the fraud could have a material effect on the financial statements.
- 18) We have no knowledge of any allegations of fraud or suspected fraud affecting the Organization's financial statements communicated by employees, former employees, grantors, regulators, or others.
- 19) We have no knowledge of any instances of noncompliance or suspected noncompliance with laws and regulations whose effects should be considered when preparing financial statements.
- 20) We have disclosed to you all known actual or possible litigation, claims, and assessment whose effects should be considered when preparing the financial statements.
- 21) We have disclosed to you the names of all of the Organization's related parties and all the related-party relationships and transactions, including any side agreements.

- 22) The Organization has satisfactory title to all owned assets, and there are no liens or encumbrances on such assets nor has any asset been pledged as collateral.
- 23) We are responsible for compliance with the laws, regulations, and provisions of contracts and grant agreements applicable to us.
- 24) Lake Champlain-Lake George Regional Development Corporation is an exempt organization under Section 501(c)(3) of the Internal Revenue Code. Any activities of which we are aware that would jeopardize the Organization's tax-exempt status, and all activities subject to tax on unrelated business income or excise or other tax, have been disclosed to you. All required filings with tax authorities are up-to-date.
- 25) In regard to the financial statement preparation services performed by you, we have:
- a) Assumed all management responsibilities.
 - b) Designated Al Nolette (Treasurer) who has suitable skill, knowledge, or experience to oversee the services.
 - c) Evaluated the adequacy and results of the services performed.
 - d) Accepted responsibility for the results of the services.
 - e) Ensured that the data and records are complete and we have sufficient information to oversee the services.

Signature: _____

Title: Director

LAKE CHAMPLAIN – LAKE GEORGE REGIONAL DEVELOPMENT CORPORATION

MISSION STATEMENT AND MEASUREMENT REPORT 2023

Local Authority Name: Lake Champlain – Lake George Regional Development Corporation

Fiscal Year: January 1, 2023 – December 31, 2023

Mission Statement: The LCLGRDC was formed to; (1) Initiate and propose economic development projects in the counties of Warren, Washington, Clinton, Essex and Hamilton; (2) Administer appropriated funding to implement projects that demonstrate a substantial likelihood of providing increases in new permanent jobs in businesses that need financial assistance to remain viable; (3) Encourage and affect the location and expansion of commercial, industrial, and manufacturing facilities, and the retention of existing business and industry in the five aforementioned counties; (4) Create employment opportunities and improve the quality of employment in the area comprising the five counties; (5) Integrate, to the fullest extent possible, all available public and private resources, expertise and programs for economic development in the region; and (6) Relieve and reduce unemployment, promote and provide for additional maximum employment, better maintain job opportunities, instruct and train individuals, and improve or develop their capabilities for jobs.

2022 Measurements:

- In 2023, one loan paid off. As of December 31, 2023, there are two remaining loans: one is current and one is defaulted.
- The LCLGRDC's 2023 year-end portfolio included two loans totaling \$200,000 in loaned capital with a principal balance of \$50,495.70.
- In December 2023, the Board made a loan payment to USDA.
- The Board completed and submitted Confidential Board Evaluations to the ABO.
- The Committees completed self-evaluations.
- The Board completed an Assessment of Internal Controls. No issues found.



LAKE CHAMPLAIN – LAKE GEORGE REGIONAL DEVELOPMENT CORPORATION

2023 Annual Report

2023

BOARD OF DIRECTORS

Shannon Thayer, Clinton County
Beth Hunt, Hamilton County
Albert Nolette, Washington County
John Strough, Warren County
Meg Wood, Essex County
David O'Brien, Chairman, LCLGRPB
Beth Gilles, Director, LCLGRPB

EXECUTIVE COMMITTEE

David O'Brien, Chairman
John Strough, Vice-Chairman
Beth Hunt, Secretary
Albert Nolette, Treasurer

CONTACT

LCLGRDC
PO Box 765
Lake George, NY 12845
518-668-5773
info@lclgrpb.org
<https://lclgrpb.org/regional-development-corp/>

OPERATIONS

Board of Directors and Committees

The LCLGRDC Governance, Finance and Audit committees met in March and October 2023. Full Board meetings were held in January, March, and July 2023.

Committee charters were reviewed. No changes made.

Reporting in PARIS

In March 2023, the LCLGRDC submitted its report in PARIS as required by the NYS Budget Authorities Office. This report, outlining information from fiscal year 2022, can be accessed on the ABO's website.

ACCOMPLISHMENTS

Loan Portfolio

In 2023, the LCLGRDC had one loan pay off. At the end of 2023, the LCLGRDC's loan portfolio consists of two loans totaling \$200,000 in loaned capital.

All loans funds available from the LCLGRDC are part of two loans given to the LCLGRDC by the US Department of Agriculture. One of those loans was retired in 2020. The LCLGRDC is not currently providing new loans from these programs.

**STATEMENTS OF FINANCIAL POSITION
DECEMBER 31, 2023 AND 2022**

ASSETS

Current Assets:	2023	2022
Cash in checking account	\$51,244	\$60,724
Accrued interest receivable	\$18	\$130
Current portion of loans receivable	\$2,936	\$35,597
Less Allowance for doubtful accounts	\$0	(\$19,361)
Total current assets	\$54,098	\$77,090
 Other Assets:		
Loans receivable, net of current position	\$0	\$31,145
Less Allowance for doubtful accounts	\$0	(\$30,639)
Loan receivable from businesses, net	\$0	\$506
 TOTAL ASSETS	 \$54,098	 \$77,596

LIABILITIES AND NET ASSETS

Current liabilities:	2023	2022
Accrued Interest	\$20	\$45
Due to Related Parties	\$0	\$0
Current portion of loans payable	\$29,985	\$30,247
Total current liabilities	\$30,005	\$30,292
 Long term liabilities:		
Loans payable, net of current portion	\$0	\$30,027
 TOTAL LIABILITIES	 \$30,005	 \$60,319
 NET DEFICIT	 \$24,093	 \$17,277
 TOTAL LIABILITIES AND NET DEFICIT	 \$54,098	 \$77,596

Annual Report for Lake Champlain-Lake George Regional Development Corporation

Fiscal Year Ending: 12/31/2023

Run Date: 03/21/2024

Status: UNSUBMITTED

Certified Date: N/A

Governance Information (Authority-Related)

Question		Response	URL (if Applicable)
1.	Has the Authority prepared its annual report on operations and accomplishments for the reporting period as required by section 2800 of PAL?	Yes	https://www.lclgrpb.org/public-authority-accountability-act
2.	As required by section 2800(9) of PAL, did the Authority prepare an assessment of the effectiveness of its internal controls?	Yes	https://www.lclgrpb.org/public-authority-accountability-act
3.	Has the lead audit partner for the independent audit firm changed in the last five years in accordance with section 2802(4) of PAL?	No	N/A
4.	Does the independent auditor provide non-audit services to the Authority?	No	N/A
5.	Does the Authority have an organization chart?	Yes	https://www.lclgrpb.org/public-authority-accountability-act
6.	Are any Authority staff also employed by another government agency?	No	
7.	Has the Authority posted their mission statement to their website?	Yes	https://www.lclgrpb.org/public-authority-accountability-act
8.	Has the Authority's mission statement been revised and adopted during the reporting period?	No	N/A
9.	Attach the Authority's measurement report, as required by section 2824-a of PAL and provide the URL.		https://www.lclgrpb.org/public-authority-accountability-act

Annual Report for Lake Champlain-Lake George Regional Development Corporation

Fiscal Year Ending: 12/31/2023

Run Date: 03/21/2024

Status: UNSUBMITTED

Certified Date: N/A

Governance Information (Board-Related)

Question	Response	URL (If Applicable)
1. Has the Board established a Governance Committee in accordance with Section 2824(7) of PAL?	Yes	N/A
2. Has the Board established an Audit Committee in accordance with Section 2824(4) of PAL?	Yes	N/A
3. Has the Board established a Finance Committee in accordance with Section 2824(8) of PAL?	Yes	N/A
4. Provide a URL link where a list of Board committees can be found (including the name of the committee and the date established):		https://www.lclgrpb.org/public-authority-accountability-act
5. Does the majority of the Board meet the independence requirements of Section 2825(2) of PAL?	Yes	N/A
6. Provide a URL link to the minutes of the Board and committee meetings held during the covered fiscal year		https://www.lclgrpb.org/rdc-meeting-information
7. Has the Board adopted bylaws and made them available to Board members and staff?	Yes	https://www.lclgrpb.org/public-authority-accountability-act
8. Has the Board adopted a code of ethics for Board members and staff?	Yes	https://www.lclgrpb.org/public-authority-accountability-act
9. Does the Board review and monitor the Authority's implementation of financial and management controls?	Yes	N/A
10. Does the Board execute direct oversight of the CEO and management in accordance with Section 2824(1) of PAL?	No	N/A
11. Has the Board adopted policies for the following in accordance with Section 2824(1) of PAL?		
Salary and Compensation	Yes	N/A
Time and Attendance	Yes	N/A
Whistleblower Protection	Yes	N/A
Defense and Indemnification of Board Members	Yes	N/A
12. Has the Board adopted a policy prohibiting the extension of credit to Board members and staff in accordance with Section 2824(5) of PAL?	Yes	N/A
13. Are the Authority's Board members, officers, and staff required to submit financial disclosure forms in accordance with Section 2825(3) of PAL?	Yes	N/A
14. Was a performance evaluation of the board completed?	Yes	N/A
15. Was compensation paid by the Authority made in accordance with employee or union contracts?	No	N/A
16. Has the board adopted a conditional/additional compensation policy governing all employees?	Yes	https://www.lclgrpb.org/public-authority-accountability-act

Annual Report for Lake Champlain-Lake George Regional Development Corporation

Fiscal Year Ending: 12/31/2023

Run Date: 03/21/2024

Status: UNSUBMITTED

Certified Date: N/A

Board of Directors Listing

Name	Gilles, Elizabeth	Nominated By	Local
Chair of the Board	No	Appointed By	Local
If yes, Chair Designated by		Confirmed by Senate?	N/A
Term Start Date	1/1/2023	Has the Board Member/Designee Signed the Acknowledgement of Fiduciary Duty?	Yes
Term Expiration Date	Pleasure of Authority	Complied with Training Requirement of Section 2824?	Yes
Title		Does the Board Member/Designee also Hold an Elected or Appointed State Government Position?	No
Has the Board Member Appointed a Designee?		Does the Board Member/Designee also Hold an Elected or Appointed Municipal Government Position?	No
Designee Name		Ex-Officio	

Name	Hunt, Beth	Nominated By	Local
Chair of the Board	No	Appointed By	Local
If yes, Chair Designated by		Confirmed by Senate?	N/A
Term Start Date	1/1/2023	Has the Board Member/Designee Signed the Acknowledgement of Fiduciary Duty?	Yes
Term Expiration Date	12/31/2023	Complied with Training Requirement of Section 2824?	Yes
Title		Does the Board Member/Designee also Hold an Elected or Appointed State Government Position?	No
Has the Board Member Appointed a Designee?		Does the Board Member/Designee also Hold an Elected or Appointed Municipal Government Position?	Yes
Designee Name		Ex-Officio	

Annual Report for Lake Champlain-Lake George Regional Development Corporation

Fiscal Year Ending: 12/31/2023

Run Date: 03/21/2024

Status: UNSUBMITTED

Certified Date: N/A

Name	Nolette, Albert	Nominated By	Local
Chair of the Board	No	Appointed By	Local
If yes, Chair Designated by		Confirmed by Senate?	N/A
Term Start Date	1/1/2023	Has the Board Member/Designee Signed the Acknowledgement of Fiduciary Duty?	Yes
Term Expiration Date	12/31/2023	Complied with Training Requirement of Section 2824?	No
Title		Does the Board Member/Designee also Hold an Elected or Appointed State Government Position?	No
Has the Board Member Appointed a Designee?		Does the Board Member/Designee also Hold an Elected or Appointed Municipal Government Position?	Yes
Designee Name		Ex-Officio	

Name	O'Brien, David	Nominated By	Local
Chair of the Board	Yes	Appointed By	Local
If yes, Chair Designated by	By Virtue of Position	Confirmed by Senate?	N/A
Term Start Date	1/1/2023	Has the Board Member/Designee Signed the Acknowledgement of Fiduciary Duty?	Yes
Term Expiration Date	Pleasure of Authority	Complied with Training Requirement of Section 2824?	Yes
Title		Does the Board Member/Designee also Hold an Elected or Appointed State Government Position?	No
Has the Board Member Appointed a Designee?		Does the Board Member/Designee also Hold an Elected or Appointed Municipal Government Position?	Yes
Designee Name		Ex-Officio	

Annual Report for Lake Champlain-Lake George Regional Development Corporation

Fiscal Year Ending: 12/31/2023

Run Date: 03/21/2024

Status: UNSUBMITTED

Certified Date: N/A

Name	Strough, John	Nominated By	Local
Chair of the Board	No	Appointed By	Local
If yes, Chair Designated by		Confirmed by Senate?	N/A
Term Start Date	1/1/2023	Has the Board Member/Designee Signed the Acknowledgement of Fiduciary Duty?	Yes
Term Expiration Date	12/31/2023	Complied with Training Requirement of Section 2824?	Yes
Title		Does the Board Member/Designee also Hold an Elected or Appointed State Government Position?	No
Has the Board Member Appointed a Designee?		Does the Board Member/Designee also Hold an Elected or Appointed Municipal Government Position?	Yes
Designee Name		Ex-Officio	

Name	Thayer, Shannon	Nominated By	Local
Chair of the Board	No	Appointed By	Local
If yes, Chair Designated by		Confirmed by Senate?	N/A
Term Start Date	1/1/2023	Has the Board Member/Designee Signed the Acknowledgement of Fiduciary Duty?	Yes
Term Expiration Date	12/31/2023	Complied with Training Requirement of Section 2824?	Yes
Title		Does the Board Member/Designee also Hold an Elected or Appointed State Government Position?	No
Has the Board Member Appointed a Designee?		Does the Board Member/Designee also Hold an Elected or Appointed Municipal Government Position?	No
Designee Name		Ex-Officio	

Annual Report for Lake Champlain-Lake George Regional Development Corporation

Fiscal Year Ending: 12/31/2023

Run Date: 03/21/2024

Status: UNSUBMITTED

Certified Date: N/A

Name	Wood, Margaret	Nominated By	Local
Chair of the Board	No	Appointed By	Local
If yes, Chair Designated by		Confirmed by Senate?	N/A
Term Start Date	1/1/2023	Has the Board Member/Designee Signed the Acknowledgement of Fiduciary Duty?	Yes
Term Expiration Date	12/31/2023	Complied with Training Requirement of Section 2824?	Yes
Title		Does the Board Member/Designee also Hold an Elected or Appointed State Government Position?	No
Has the Board Member Appointed a Designee?		Does the Board Member/Designee also Hold an Elected or Appointed Municipal Government Position?	Yes
Designee Name		Ex-Officio	

Annual Report for Lake Champlain-Lake George Regional Development Corporation

Fiscal Year Ending: 12/31/2023

Run Date: 03/21/2024
Status: UNSUBMITTED
Certified Date: N/A

Staff Listing

Name	Title	Group	Department/ Subsidiary	Union Name	Bargaining Unit	Full Time/ Part Time	Exempt	Base Annualized Salary	Actual salary paid to the Individual	Overtime paid by Authority	Performance Bonus	Extra Pay	Other Compensati on/Allowanc es/Adjustme nts	Total Compensati on paid by Authority	Individual also paid by another entity to perform the work of the Authority	If yes, Is the payment made by a State or local governme nt
This Authority has indicated that it has no staff during the reporting period.																

Annual Report for Lake Champlain-Lake George Regional Development Corporation

Fiscal Year Ending: 12/31/2023

Run Date: 03/21/2024

Status: UNSUBMITTED

Certified Date: N/A

Benefit Information

During the fiscal year, did the Authority continue to pay for any of the above mentioned benefits for former staff or individuals affiliated With the Authority after those individuals left the Authority?	No
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Board Members

Name	Title	Severance Package	Payment for Unused Leave	Club Member-ships	Use of Corporate Credit Cards	Personal Loans	Auto	Transportation	Housing Allowance	Spousal / Dependent Life Insurance	Tuition Assistance	Multi-Year Employment	None of these Benefits	Other
Gilles, Elizabeth	Board of Directors												X	
Hunt, Beth	Board of Directors												X	
Nolette, Albert	Board of Directors												X	
O'Brien, David	Board of Directors												X	
Strough, John	Board of Directors												X	
Thayer, Shannon	Board of Directors												X	
Wood, Margaret	Board of Directors												X	

Staff

Name	Title	Severance Package	Payment for Unused Leave	Club Member-ships	Use of Corporate Credit Cards	Personal Loans	Auto	Transportation	Housing Allowance	Spousal / Dependent Life Insurance	Tuition Assistance	Multi-Year Employment	None of these Benefits	Other
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Annual Report for Lake Champlain-Lake George Regional Development Corporation

Fiscal Year Ending: 12/31/2023

Run Date: 03/21/2024

Status: UNSUBMITTED

Certified Date: N/A

Subsidiary/Component Unit Verification

Is the list of subsidiaries, as assembled by the Office of the State Comptroller, correct?	Yes
Are there other subsidiaries or component units of the Authority that are active, not included in the PARIS reports submitted by this Authority and not independently filing reports in PARIS?	No

Name of Subsidiary/Component Unit	Status
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Request Subsidiary/Component Unit Change

Name of Subsidiary/Component Unit	Status	Requested Changes
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Request Add Subsidiaries/Component Units

Name of Subsidiary/Component Unit	Establishment Date	Purpose of Subsidiary/Component Unit
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Request Delete Subsidiaries/Component Units

Name of Subsidiary/Component Unit	Termination Date	Reason for Termination	Proof of Termination Document Name
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Annual Report for Lake Champlain-Lake George Regional Development Corporation

Fiscal Year Ending: 12/31/2023

Run Date: 03/21/2024

Status: UNSUBMITTED

Certified Date: N/A

Summary Financial Information
SUMMARY STATEMENT OF NET ASSETS

			Amount
Assets			
Current Assets			
	Cash and cash equivalents		\$51,244.31
	Investments		\$0.00
	Receivables, net		\$2,854.79
	Other assets		\$0.00
	Total current assets		\$54,099.10
Noncurrent Assets			
	Restricted cash and investments		\$0.00
	Long-term receivables, net		\$0.00
	Other assets		\$0.00
	Capital Assets		
		Land and other nondepreciable property	\$0.00
		Buildings and equipment	\$0.00
		Infrastructure	\$0.00
		Accumulated depreciation	\$0.00
		Net Capital Assets	\$0.00
	Total noncurrent assets		\$0.00
Total assets			\$54,099.10
Liabilities			
Current Liabilities			
	Accounts payable		\$0.00
	Pension contribution payable		\$0.00
	Other post-employment benefits		\$0.00
	Accrued liabilities		\$19.72
	Deferred revenues		\$0.00
	Bonds and notes payable		\$29,984.95
	Other long-term obligations due within one year		\$0.00
	Total current liabilities		\$30,004.67
Noncurrent Liabilities			

Annual Report for Lake Champlain-Lake George Regional Development Corporation

Fiscal Year Ending: 12/31/2023

Run Date: 03/21/2024

Status: UNSUBMITTED

Certified Date: N/A

	Pension contribution payable		\$0.00
	Other post-employment benefits		\$0.00
	Bonds and notes payable		\$0.00
	Long term leases		\$0.00
	Other long-term obligations		\$0.00
	Total noncurrent liabilities		\$0.00
Total liabilities			\$30,004.67
Net Asset (Deficit)			
Net Assets			
	Invested in capital assets, net of related debt		\$0.00
	Restricted		\$0.00
	Unrestricted		\$24,094.43
	Total net assets		\$24,094.43

SUMMARY STATEMENT OF REVENUE, EXPENSES AND CHANGES IN NET ASSETS

			Amount
Operating Revenues			
	Charges for services		\$0.00
	Rental and financing income		\$656.64
	Other operating revenues		\$11,872.53
	Total operating revenue		\$12,529.17
Operating Expenses			
	Salaries and wages		\$0.00
	Other employee benefits		\$0.00
	Professional services contracts		\$3,800.00
	Supplies and materials		\$0.00
	Depreciation and amortization		\$0.00
	Other operating expenses		\$1,378.20
	Total operating expenses		\$5,178.20
Operating income (loss)			\$7,350.97
Nonoperating Revenues			
	Investment earnings		\$0.00
	State subsidies/grants		\$0.00
	Federal subsidies/grants		\$0.00
	Municipal subsidies/grants		\$0.00
	Public authority subsidies		\$0.00

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	Other nonoperating revenues		\$0.00
	Total nonoperating revenue		\$0.00
Nonoperating Expenses			
	Interest and other financing charges		\$533.29
	Subsidies to other public authorities		\$0.00
	Grants and donations		\$0.00
	Other nonoperating expenses		\$0.00
	Total nonoperating expenses		\$533.29
	Income (loss) before contributions		\$6,817.68
Capital contributions			\$0.00
Change in net assets			\$6,817.68
Net assets (deficit) beginning of year			\$17,276.75
Other net assets changes			\$0.00
Net assets (deficit) at end of year			\$24,094.43

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Current Debt

Question		Response
1.	Did the Authority have any outstanding debt, including conduit debt, at any point during the reporting period?	Yes
2.	If yes, has the Authority issued any debt during the reporting period?	No

New Debt Issuances

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Schedule of Authority Debt

Type of Debt			Statutory Authorization(\$)	Outstanding Start of Fiscal Year(\$)	New Debt Issuances(\$)	Debt Retired (\$)	Outstanding End of Fiscal Year(\$)
State Obligation	State Guaranteed						
State Obligation	State Supported						
State Obligation	State Contingent Obligation						
State Obligation	State Moral Obligation						
Other State-Funded	Other State-Funded						
Authority Debt - General Obligation	Authority Debt - General Obligation		0.00	58,223.04	0.00	30,847.50	27,375.54
Authority Debt - Revenue	Authority Debt - Revenue						
Authority Debt - Other	Authority Debt - Other						
Conduit		Conduit Debt					
Conduit		Conduit Debt - Pilot Increment Financing					
TOTALS			0.00	58,223.04	0.00	30,847.50	27,375.54

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Real Property Acquisition/Disposal List

This Authority has indicated that it had no real property acquisitions or disposals during the reporting period.

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Personal Property

This Authority has indicated that it had no personal property disposals during the reporting period.

Property Documents

Question		Response	URL (If Applicable)
1.	In accordance with Section 2896(3) of PAL, the Authority is required to prepare a report at least annually of all real property of the Authority. Has this report been prepared?	Yes	https://www.lclgrpb.org/public-authority-accountability-act
2.	Has the Authority prepared policies, procedures, or guidelines regarding the use, awarding, monitoring, and reporting of contracts for the acquisition and disposal of property?	No	
3.	In accordance with Section 2896(1) of PAL, has the Authority named a contracting officer who shall be responsible for the Authority's compliance with and enforcement of such guidelines?	No	N/A

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Grant Information

This Authority has indicated that it did not award any grants during the reporting period.

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Loan Information

Source of Loan Funds	Federal	Original Amount of Loan	\$50,000.00
Name of Loan Recipient	All Brands Redemption Center	Date Loan Awarded	6/23/2017
Address Line1	57 New Street	Interest Rate (%)	5
Address Line2		Length of Loan(# of years to repay)	7
City	BRANT LAKE	Amount of Loan Principal Repaid to Date	\$2,340.66
State	NY	Purpose of Loan	Business Expansion/Startup
Postal Code	12815	Was the loan expected to result in new jobs being created?	Yes
Plus4		If Yes, how many jobs were planned to be created?	3
Province/Region		If Yes, how many jobs have been created to date?	3
Country	United States	Have the terms of the loan been completed?	No

Source of Loan Funds	Federal	Original Amount of Loan	\$55,000.00
Name of Loan Recipient	Livingston Property Management	Date Loan Awarded	2/11/2012
Address Line1	12 Dieskau Street	Interest Rate (%)	5
Address Line2		Length of Loan(# of years to repay)	12
City	LAKE GEORGE	Amount of Loan Principal Repaid to Date	\$55,000.00
State	NY	Purpose of Loan	Business Expansion/Startup
Postal Code	12845	Was the loan expected to result in new jobs being created?	No
Plus4		If Yes, how many jobs were planned to be created?	
Province/Region		If Yes, how many jobs have been created to date?	
Country	United States	Have the terms of the loan been completed?	Yes

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Source of Loan Funds	Federal	Original Amount of Loan	\$150,000.00
Name of Loan Recipient	Witherbee's Carriage House Restaurant	Date Loan Awarded	12/25/2008
Address Line1	581 US Route 9	Interest Rate (%)	6.5
Address Line2		Length of Loan(# of years to repay)	15
City	SCHROON LAKE	Amount of Loan Principal Repaid to Date	\$147,163.64
State	NY	Purpose of Loan	Commercial Property Construction/Acquisition/Revitalization/Improvement
Postal Code	12870	Was the loan expected to result in new jobs being created?	Yes
Plus4		If Yes, how many jobs were planned to be created?	10
Province/Region		If Yes, how many jobs have been created to date?	10
Country	United States	Have the terms of the loan been completed?	No

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Bond Information

This Authority has indicated that it did not have any outstanding bonds during the reporting period.

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Additional Comments

Procurement Report for Lake Champlain-Lake George Regional Development Corporation

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 Status: UNSUBMITTED
 Certified Date : N/A

Procurement Information:

Question		Response	URL (If Applicable)
1.	Does the Authority have procurement guidelines?	Yes	https://www.lclgrpb.org/public-authority-accountability-act
2.	Are the procurement guidelines reviewed annually, amended if needed, and approved by the Board?	Yes	
3.	Does the Authority allow for exceptions to the procurement guidelines?	Yes	
4.	Does the Authority assign credit cards to employees for travel and/or business purchases?	No	
5.	Does the Authority require prospective bidders to sign a non-collusion agreement?	Yes	
6.	Does the Authority incorporate a summary of its procurement policies and prohibitions in its solicitation of proposals, bid documents, or specifications for procurement contracts?	No	
7.	Did the Authority designate a person or persons to serve as the authorized contact on a specific procurement, in accordance with Section 139-j(2)(a) of the State Finance Law, "The Procurement Lobbying Act"?	Yes	
8.	Did the Authority determine that a vendor had impermissible contact during a procurement or attempted to influence the procurement during the reporting period, in accordance with Section 139-j(10) of the State Finance Law?	No	
8a.	If Yes, was a record made of this impermissible contact?		
9.	Does the Authority have a process to review and investigate allegations of impermissible contact during a procurement, and to impose sanctions in instances where violations have occurred, in accordance with Section 139-j(9) of the State Finance Law?	No	

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Procurement Transactions Listing:

The Authority has indicated that it had no procurement transactions during the reporting period.

Additional Comments

Investment Report for Lake Champlain-Lake George Regional Development Corporation

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Certified Date: N/A

Investment Information

Question		Response	URL (If Applicable)
1.	Has the Authority prepared an Annual Investment Report for the reporting period as required by Section 2925 (6) of PAL?	No	
2.	Are the Authority's investment guidelines reviewed and approved annually?	Yes	
3.	Did the Authority have an independent audit of investments as required by Section 2925(3)(f) of PAL?	No	
4.	Has the Authority's independent auditor issued a management letter to the Authority in connection with its annual audit of investments?	No	

Additional Comments

Certified Financial Audit for Lake Champlain-Lake George Regional Development Corporation

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Status: UNSUBMITTED

Certified Date : N/A

Financial Documents

Question	Response
1. Attach the independent audit of the Authority's financial statements.	N/A

URL (If Applicable)	Attachments

Question	Response
2. Has the Authority's independent auditor issued a management letter to the Authority in connection with its audit of the Authority's financial statements?	

URL (If Applicable)	Attachments

Question	Response
3. Has the Authority's independent auditor issued a Report on Internal Controls Over Financial Reporting to the Authority?	

URL (If Applicable)	Attachments

Question	Response
4. Attach any other communication required or allowed by government auditing standards issued by the Comptroller General of the United States to be issued by the Authority's independent auditor in connection with its annual audit of the Authority's financial statements.	

URL (If Applicable)	Attachments

Additional Comments