EDC WARREN COUNTY MONTHLY FINANCIAL REPORT FEBRUARY 2024

February 2024 Highlights

Statement of Financial Position

Fund Balance: \$1,090,742

Cash Equivalents/T-bills current value \$257,028. Next one matures in May 2024

Accounts Receivable \$92,878

- \$80,333 Service Contracts (55k paid in Feb)
- \$12,000 Pledged Memberships

Accounts Payable \$14,175

- \$9,625 for Behan for Marketing and Program Dev't
- \$3590 for CDPHP

Statement of Activities

MTD / FYTD

- To date we've collected \$72,750 memberships (plus \$10,443 GIK)
- Missed our February membership target
- March will be the last month of our membership campaign; memberships paid for after 3-31-2024 will be prorated (reduced by 25% per quarter)
- To hit our target, we need 1 Leadership and 3 Premium Memberships

Income

- Aside from membership shortfall, interest reflects a lower return on the T-Bill that matured into MM account.
- We will consistently show a monthly loss of \$3,375 (40k annually) for contracts b/c we budgeted for a higher allocation from the county. We should consider new income sources to offset this loss.

Expenses

- Personnel, under b/c we budgeted for a new f-t hire. Subsequently, program exp. are over due to outsourced Program Dev't costs
- Additional cost for ADK Techs Fortinet renewal needs to be budgeted moving forward
- Additional office expense due to annual meeting materials (binders etc)
- Over expenses are under-budget.

EDC Stmt of Financial Position MTD vs Dec 2023

As of February 29, 2024

	Dec 31, 23	Feb 29, 24
ASSETS		
Current Assets		
Checking/Savings		
Cash Equivalents	254,666.33	257,028.21
GFNB MM	154,326.19	154,351.49
WCEDC new Operating	36,744.77	44,080.59
WCEDC Debit Account	1,459.36	1,028.52
WCEDC new Savings - Paypal	250.20	250.20
WCEDC Sweep Account - Oper	62,174.18	79,729.53
WCEDC Sweep Acct - Savings	115,946.62	115,956.09
Total Checking/Savings	625,567.65	652,424.63
Accounts Receivable		
Accounts Receivable	66,038.10	92,878.06
Total Accounts Receivable	66,038.10	92,878.06
Other Current Assets		
Prepaid Expenses	24,847.02	3,445.00
Prepaid Insurance	3,207.77	3,207.77
Prepaid taxes	4,654.75	2,295.96
Security Deposit		
11 South Str	3,895.00	3,895.00
Total Security Deposit	3,895.00	3,895.00
Total Other Current Assets	36,604.54	12,843.73
Total Current Assets	728,210.29	758,146.42
Fixed Assets		
Accumulated Amortization	-34,750.00	-34,750.00
Accumulated Depreciation	-30,435.69	-30,435.69
Furniture and Equipment	35,384.86	35,384.86
Land - HRLDC merger	86,145.74	86,145.74
Land Development - QIP	44,291.27	44,291.27
Website Design	48,658.74	48,658.74
Total Fixed Assets	149,294.92	149,294.92
Other Assets		
Right of Use Asset		
Operating Leases	172,051.00	172,051.00
Total Right of Use Asset	172,051.00	172,051.00
Software License	11,250.00	11,250.00
Total Other Assets	183,301.00	183,301.00
TOTAL ASSETS	1,060,806.21	1,090,742.34
LIABILITIES & EQUITY Liabilities		

Liabilities

Current Liabilities Accounts Payable

EDC Stmt of Financial Position MTD vs Dec 2023

As of February 29, 2024

	Dec 31, 23	Feb 29, 24
Accounts Payable	4,250.15	14,175.04
Total Accounts Payable	4,250.15	14,175.04
Other Current Liabilities	44 014 00	44 014 00
ST Lease Liability	44,011.00 57,000.00	44,011.00 0.00
Deferred Income - Other Deferred Income - Membersh		0.00
	4,000.00	0.00
Accrued Expense	7,834.59	
Accrued Payroll	6,992.27	0.34
SEP/IRA Salary Deferrals	1,748.95	1,400.00
Total Other Current Liabilities	121,586.81	45,411.34
Total Current Liabilities	125,836.96	59,586.38
Long Term Liabilities LT Lease Liability	128,040.00	128,040.00
Total Long Term Liabilities	128,040.00	128,040.00
Total Liabilities	253,876.96	187,626.38
Equity Board Designated Board Designated (unassigned)	30,000.00	30,000.00
Operating Reserve	241,472.93	241,472.93
Property Carrying Costs	110,660.17	110,660.17
Regional Loan Fund	50,302.85	50,302.85
Total Board Designated	432,435.95	432,435.95
Restricted Funds Queensbury Projects	137,433.17	137,433.17
Total Restricted Funds	137,433.17	137,433.17
Retained Earnings	314,600.51	237,060.13
Net Income	-77,540.38	96,186.71
Total Equity	806,929.25	903,115.96
TOTAL LIABILITIES & EQUITY	1,060,806.21	1,090,742.34

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Accrual Basis

EDC Statement of Activities MTD

February 2024

_	Feb 24	Budget	\$ Over Budget	
Ordinary Income/Expense				
Income Contract Services	39,166.74	42,541.66	-3,374.92	
Member Contribution				
Reciprocal	0.00	100.00	-100.00	
Members - In-kind Contributions	800.66	800.66	0.00	
Leadership Circle (Ig employer)	5,000.00	15,000.00	-10,000.00	
Premium (more than 25 emp)	3,500.00	7,000.00	-3,500.00	
Patron (under 25 employees) Supporter (1-2 employees)	1,000.00 250.00	4,000.00 2,250.00	-3,000.00 -2,000.00	
Total Member Contribution	10,550.66	29,150.66	-18,600.00	
Non Operating Income				
Non-Operating Income Interest Income	578.65	1,079.16	-500.51	
Total Non-Operating Income	578.65	1,079.16	-500.51	
Total Income	50,296.05	72,771.48	-22,475.43	
Gross Profit	50,296.05	72,771.48	-22,475.43	
Expense				
Amortization	0.00	291.67	-291.67	
BOARD & ORG DEVELOPMENT				
Accounting	38.61	25.00	13.61	
EDC Events	0.00	2,500.00	-2,500.00	
Legal	0.00	1,079.16	-1,079.16	
Total BOARD & ORG DEVELOPMENT	38.61	3,604.16	-3,565.55	
Depreciation	0.00	291.67	-291.67	
PERSONNEL Disability/PEL	-120.35	-144.22	22.07	
Disability/PFL fsa account	892.05	1,036.04	23.87 -143.99	
Insurance	2,970.54	4,223.55	-1,253.01	
			,	
Payroll Administration Fees Payroll Taxes	145.04 2,430.23	188.00 3,017.08	-42.96 -586.85	
Payron Taxes	2,430.23	3,017.00	-300.03	
Retirement Contributions	2,140.38	3,387.50	-1,247.12	
Salary - EDC	28,299.15	40,954.40	-12,655.25	
Total PERSONNEL	36,757.04	52,662.35	-15,905.31	
PROGRAM EXPENSES				
Consultant (ARPA)	607.50	1,666.67	-1,059.17	
Capacity Planning/Prod Improv	7,493.34	2,083.50	5,409.84	
Dues-Subscrpt	119.70	250.00	-130.30	
Hosting/Meeting-Marketing	42.20	1,348.71	-1,306.51	
Marketing-Contracted Services	2,337.50	1,833.33	504.17	
Property Taxes	330.00	330.00	0.00	
Website Maintenance	25.00	0.00	25.00	

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Net

EDC **Statement of Activities MTD**

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F	ebru	ary 20	24	

	Feb 24	Budget	\$ Over Budget
Total PROGRAM EXPENSES	10,955.24	7,512.21	3,443.03
Bank/CC/Service Fees	84.13	40.00	44.13
TOTAL OVERHEAD			
Gas & Electric	246.81	308.33	-61.52
Connectivity	443.96	483.33	-39.37
Copier	230.00	233.25	-3.25
Hardware/system maintenance	2,257.39	1,583.33	674.06
Janitorial Service	384.00	384.00	0.00
miscellaneous	2.00	0.00	2.00
Office Supplies	527.86	125.00	402.86
Rent	3,445.00	3,445.00	0.00
Total TOTAL OVERHEAD	7,537.02	6,562.24	974.78
Total Expense	55,372.04	70,964.30	-15,592.26
Net Ordinary Income	-5,075.99	1,807.18	-6,883.17
Net Income	-5,075.99	1,807.18	-6,883.17

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Accrual Basis

EDC **Statement of Activities FYTD**

			-
January	through	February 2024	

_	Jan - Feb 24	Budget	\$ Over Budget
Ordinary Income/Expense			
Income Contract Services	135,333.48	142,083.32	-6,749.84
Member Contribution			
Reciprocal Members - In-kind Contributions	835.00 1,601.32	1,100.00 1,601.32	-265.00 0.00
Leadership Circle (Ig employer)	30,000.00	40,000.00	-10,000.00
Premium (more than 25 emp)	31,500.00	31,500.00	0.00
Patron (under 25 employees)	9,000.00	10,000.00	-1,000.00
Supporter (1-2 employees)	2,250.00	6,250.00	-4,000.00
Total Member Contribution	75,186.32	90,451.32	-15,265.00
Non-Operating Income Interest Income	2,527.34	2,158.32	369.02
Total Non-Operating Income	2,527.34	2,158.32	369.02
Total Income	213,047.14	234,692.96	-21,645.82
Gross Profit	213,047.14	234,692.96	-21,645.82
Expense			
Amortization	0.00	583.34	-583.34
BOARD & ORG DEVELOPMENT			
Accounting	38.61	25.00	13.61
EDC Events	0.00	2,500.00	-2,500.00
Legal	0.00	2,158.32	-2,158.32
Total BOARD & ORG DEVELOPMENT	38.61	4,683.32	-4,644.71
Depreciation PERSONNEL	0.00	583.34	-583.34
Disability/PFL	-235.77	-305.59	69.82
fsa account	633.60	531.82	101.78
Insurance	9,552.19	8,447.10	1,105.09
Payroll Administration Fees	571.43	442.00	129.43
Payroll Taxes	4,407.02	6,034.20	-1,627.18
Retirement Contributions	2,140.38	6,097.50	-3,957.12
Salary - EDC	49,269.92	73,717.92	-24,448.00
Total PERSONNEL	66,338.77	94,964.95	-28,626.18
PROGRAM EXPENSES			
Consultant (ARPA)	607.50	3,333.34	-2,725.84
Capacity Planning/Prod Improv	7,953.14	4,167.00	3,786.14
Dues-Subscrpt	11,099.13 54.40	11,113.00	-13.87
Hosting/Meeting-Marketing Marketing-Contracted Services	54.40 2,337.50	2,697.42 3,666.66	-2,643.02 -1,329.16
Property Taxes	6,608.91	6,610.00	-1.09
Website Maintenance	7,833.98	8,500.00	-666.02

EDC Statement of Activities FYTD January through February 2024

	Jan - Feb 24	Budget	\$ Over Budget
Total PROGRAM EXPENSES	36,494.56	40,087.42	-3,592.86
Bank/CC/Service Fees	167.80	80.00	87.80
TOTAL OVERHEAD			
Gas & Electric	246.81	616.66	-369.85
Connectivity	1,033.15	966.66	66.49
Copier	460.00	466.50	-6.50
Hardware/system maintenance	3,869.88	3,166.66	703.22
Janitorial Service	768.00	768.00	0.00
miscellaneous	2.00	0.00	2.00
Office Supplies	550.85	250.00	300.85
Rent	6,890.00	6,890.00	0.00
Total TOTAL OVERHEAD	13,820.69	13,124.48	696.21
Total Expense	116,860.43	154,106.85	-37,246.42
Net Ordinary Income	96,186.71	80,586.11	15,600.60
Net Income	96,186.71	80,586.11	15,600.60

EDC Statement of Cash Flows MTD February 2024

	Feb 24
OPERATING ACTIVITIES	
Net Income	-5,075.99
Adjustments to reconcile Net Income	
to net cash provided by operations:	
Accounts Receivable	30,576.78
Accounts Payable	13,997.49
Accrued Expense	-3,591.10
SEP/IRA Salary Deferrals	0.21
Net cash provided by Operating Activities	35,907.39
Net cash increase for period	35,907.39
Cash at beginning of period	616,517.24
Cash at end of period	652,424.63

EDC Statement of Cash Flows FYTD January through February 2024

	Jan - Feb 24
OPERATING ACTIVITIES	
Net Income	96,186.71
Adjustments to reconcile Net Income	
to net cash provided by operations:	
Accounts Receivable	-26,839.96
Prepaid Expenses	21,402.02
Prepaid taxes	2,358.79
Accounts Payable	9,924.89
Deferred Income - Other	-57,000.00
Deferred Income - Membership	-4,000.00
Accrued Expense	-7,834.59
Accrued Payroll	-6,991.93
SEP/IRA Salary Deferrals	-348.95
Net cash provided by Operating Activities	26,856.98
Net cash increase for period	26,856.98
Cash at beginning of period	625,567.65
Cash at end of period	652,424.63

EDC 2. A/R Aging Summary As of February 29, 2024

	Current	1 - 30	31 - 60	61 - 90	> 90	TOTAL
Adirondack Regional Business Incubator	0.00	0.00	0.00	0.00	0.00	0.00
City of Glens Falls	0.00	0.00	0.00	2,500.00	0.00	2,500.00
Fort William Henry	0.00	3,500.00	0.00	0.00	0.00	3,500.00
Glens Falls Hospital	0.00	0.00	5,000.00	0.00	0.00	5,000.00
Olympic Regional Dev. Authority	0.00	0.00	3,500.00	0.00	0.00	3,500.00
Travis Whitehead	0.00	0.00	0.00	0.00	44.50	44.50
Warren County	35,000.08	35,000.08	0.00	0.00	0.00	70,000.16
Warren County Local Development Corpor	4,166.66	4,166.66	0.08	0.00	0.00	8,333.40
TOTAL	39,166.74	42,666.74	8,500.08	2,500.00	44.50	92,878.06

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EDC A/P Aging Summary As of February 29, 2024

	Current	1 - 30	31 - 60	61 - 90	> 90	TOTAL
Adirondack Technical Solutio	0.00	644.90	0.00	0.00	0.00	644.90
AT & T Mobility	59.04	0.00	0.00	0.00	0.00	59.04
Behan Communications. Inc.	9,625.00	0.00	0.00	0.00	0.00	9,625.00
CDPHP	3,591.10	0.00	0.00	0.00	0.00	3,591.10
De Lage Landen	230.00	0.00	0.00	0.00	0.00	230.00
Mannix Marketing	25.00	0.00	0.00	0.00	0.00	25.00
TOTAL	13,530.14	644.90	0.00	0.00	0.00	14,175.04

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Accrual Basis

EDC Find Report February 2024

Туре	Date	Num	Name	Amount
Feb 24				
Check	02/14/2024	d	Staples	-91.20
Check	02/12/2024	d	Adirondack Regional Business Incu	-2.00
Check	02/17/2024	dd	Adirondack Daily Enterprise	-19.00
Check	02/02/2024	eft	ARCC	-15.00
Check	02/05/2024	eft	Apple.com	-2.99
Check	02/06/2024	eft	Marshall & Sterling	-226.00
Check	02/06/2024	eft	Marshall & Sterling	-30.00
Check	02/05/2024	eft	Marshall & Sterling	-50.00
Check	02/26/2024	eft	Albany Times Union	-27.72
Check	02/20/2024	eft	adobe	-19.99
Check	02/22/2024	eft	Constant Contact	-12.20
Check	02/29/2024	eft	Glens Falls National Bank and Trus	-20.00
Check	02/29/2024	eft	Glens Falls National Bank and Trus	-20.00
Check	02/13/2024	eft	Marshall & Sterling	-175.21
Check	02/14/2024	eft	Marshall & Sterling	-200.00
Check	02/29/2024	eft	Marshall & Sterling	-500.00
Check	02/26/2024	eft	Marshall & Sterling	-105.44
Bill Pmt -Check	02/08/2024	EFT	American Funds	-3,540.17
Check	02/07/2024	349	Jim Siplon ()	-220.84
Bill Pmt -Check	02/07/2024	350	CDPHP	-3,591.10
Bill Pmt -Check	02/07/2024	351	Mutual Of Omaha	-177.55
Bill Pmt -Check	02/07/2024	352	Nat'l Grid	-246.81
Bill Pmt -Check	02/07/2024	353	Feldman Consulting LLC	-607.50
Check	02/07/2024	354	Dumouchel, Diane ()	-38.61
Bill Pmt -Check	02/07/2024	355	NYS DEC	-110.00
Bill Pmt -Check	02/08/2024	356	Anthem Blue Cross	-39.85
Bill Pmt -Check	02/08/2024	357	NYS DEC	-220.00
Bill Pmt -Check	02/13/2024	357	Empire Theatre Plaza, LLC	-3,445.00
Bill Pmt -Check	02/13/2024	358	Adirondack Technical Solutions	-1,612.49
Bill Pmt -Check	02/13/2024	360	Mutual Of Omaha	-177.55
Bill Pmt -Check	02/13/2024	360	Spectrum	-384.92
Feb 24				-15,929.14

C 24 Membership uary 1 through March 14, 2024	- /			10:37 Al 03/14/2020 Accrual Basi
	Date	Name	Memo	Amount
Member Contribution				
Reciprocal				
	01/11/2024	Lake George Regional Chamber of Comr	• •	410.0
	01/11/2024	ARCC	Record ARCC reciprocal Membership	425.0
Total Reciprocal				835.0
Members - In-kind Contributions				
	12/31/2024	North Country Janitorial	Record Feb 2023 janitorial in-kind service	,
	12/31/2024	JUST Goods, Inc.	Record Feb 2024 water in-kind services	5,000.0
Total Members - In-kind Contributions				9,608.0
Leadership Circle (Ig employer)				
	01/08/2024	SUNY Adirondack	2024 Annual Contribution	5,000.0
	01/08/2024	Finch Paper LLC	2024 Annual Contribution	5,000.0
	01/10/2024	Charter Communications	2024 Annual Contribution	5,000.0
	01/17/2024	Hudson Headwaters Health Network	2024 Annual Contribution	5,000.0
	01/29/2024	Glens Falls Hospital	2024 Annual Contribution	5,000.0
	02/29/2024	Glens Falls National Bank	2024 Annual Contribution	5,000.0
Total Leadership Circle (lg employer) Premium (more than 25 emp)				30,000.0
	01/01/2024	Burch Bottle	2024 Annual Contribution	3,500.0
	01/08/2024	Olympic Regional Dev. Authority	2024 Annual Contribution	3,500.0
	01/16/2024	Qby Hotel	2024 Annual Contribution	3,500.0
	01/16/2024	Nemer CJDR of Queensbury	2024 Annual Contribution	3,500.0
	01/16/2024	Nemer Ford	2024 Annual Contribution	3,500.0
	01/17/2024	Six Flags Great Escape Theme Park LLC	2024 Annual Contribution	3,500.0
	01/23/2024	Barton & Loguidice, P.C.	2024 Annual Contribution	3,500.0
	01/29/2024	Barton International	2024 Annual Contribution	3,500.0
	02/14/2024	Fort William Henry	Invoiced	3,500.0
	03/11/2024	Stewart's Shops	to tie-in with pledged amount	3,000.0
Total Premium (more than 25 emp)				34,500.0
Patron (under 25 employees)				
	01/01/2024	JMZ Architects	2024 Annual Contribution	1,000.0
	01/01/2024	Borgos & Delsignore, P.C.	2024 Memberships paid in 2023	1,000.0
	01/01/2024	Lake George RV Park	2024 Memberships paid in 2023	1,000.0
	01/01/2024	M.J. Engineering and Land Surveying P.C	2024 Memberships paid in 2023	1,000.0
	01/03/2024	Davies Davies & Associates Real Estate		1,000.0
	01/03/2024	Munter Enterprises, Inc.	2024 Annual Contribution	1,000.0
	01/11/2024	Lake George Regional Chamber of Comr	r 2024 Reciprocal Agreement	1,000.0
	01/11/2024	Lake George Regional Chamber of Comr		-1,000.0
	01/11/2024	ARCC	2024 Reciprocal Agreement	1,000.0
	01/11/2024	ARCC	2024 Reciprocal Agreement	-1,000.0

nuary 1 through March 14, 2024	Date	Name	Memo	Accrual Basis Amount
Member Contribution				
	01/18/2024	The LA Group	2024 Annual Contribution	1,000.00
	01/23/2024	Behan Communications	2024 Annual Contribution	1,000.00
	02/29/2024	Whittemore, Dowen, & Ricciardelli LLP	2024 Annual Contribution	1,000.00
	03/11/2024	Harris Beach	2024 Annual Contribution	1,000.00
	03/11/2024	Capital Bank	2024 Annual Contribution	1,000.00
	03/11/2024	The Michaels Group, L.L.C.	2024 Annual Contribution	1,000.00
Total Patron (under 25 employees)				12,000.00
Supporter (1-2 employees)				
	01/01/2024	Anderson Advisory	2024 Memberships paid in 2023	250.00
	01/01/2024	Mathes Public Affiars	2024 Memberships paid in 2023	250.00
	01/01/2024	Glens Falls Television Productions Inc.	2024 Memberships paid in 2023	250.00
	01/01/2024	FrontStreet Mountain Dev't LLC	2024 Memberships paid in 2023	250.00
	01/03/2024	Adirondack Trust Company	2024 Annual Contribution	250.00
	01/08/2024	Meyer, Fuller & Stockwell, PLLC	2024 Annual Contribution	250.00
	01/11/2024	ANCA ()	2024 Reciprocal Agreement	250.00
	01/11/2024	ANCA ()	2024 Reciprocal Agreement	-250.00
	01/16/2024	Bread Loaf Corporation	2024 Annual Contribution	250.00
	01/29/2024	Labella Associates, DPC	2024 Annual Contribution	250.00
	02/29/2024	CT Male Associates	2024 Annual Contribution	250.00
Total Supporter (1-2 employees)				2,250.00

TOTAL

89,193.00 **89,193.00**