EDC WARREN COUNTY MONTHLY FINANCIAL REPORT SEPTEMBER 2023

SEPTEMBER 2023 Highlights

Statement of Financial Position

Fund Balance: \$1,205,831

Accounts Receivable \$140,445

- in Oct. we received the WC contract payments for July & Aug 2023

- added the 50k receivable for the ARPA Housing grant

Accounts Payable \$232.46

Statement of Activities

MTD

- Membership for 250 is reciprocal
- Ticket sales have been solid
- Income ahead of the Sept budget
- Expenses are under budget for Sept.

YTD

- Recording the ARPA housing grant as a receivable improves bottom line
- Overall tracking well to the recast budget and the fund balance spend (64k)
 – expenses under by 10k, income under by 4k

EDC Stmt of Financial Position MTD vs Dec 2022 As of September 30, 2023

	Dec 31, 22	Sep 30, 23
ASSETS		
Current Assets		
Checking/Savings	693,028.84	420,572.96
Accounts Receivable	85,000.00	140,044.56
Other Current Assets		
Cash Equivalents	0.00	250,000.00
Prepaid Expenses	3,365.59	0.00
Prepaid Insurance	3,207.77	3,207.77
Prepaid taxes	4,237.34	4,654.75
Security Deposit	3,895.00	3,895.00
Total Other Current Assets	14,705.70	261,757.52
Total Current Assets	792,734.54	822,375.04
Fixed Assets		
Accumulated Amortization	-32,877.00	-32,877.00
Accumulated Depreciation	-43,043.69	-43,043.69
Furniture and Equipment	52,995.86	52,995.86
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	156,170.92	156,170.92
Other Assets	246 026 00	246 026 00
Right of Use Asset	216,036.00	216,036.00
Software License	11,250.00	11,250.00
Total Other Assets	227,286.00	227,286.00
TOTAL ASSETS	1,176,191.46	1,205,831.96
LIABILITIES & EQUITY		
Liabilities		
Current Liabilities		
Accounts Payable	6,584.40	232.46
Other Current Liabilities		
ST Lease Liabilty	43,985.00	43,985.00
Deferred Income - Other	57,000.00	57,000.00
Accrued Expense	654.25	0.00
Accrued Payroll	11,447.18	0.34
SEP/IRA Salary Deferrals	0.00	1,748.95
Total Other Current Liabilities	113,086.43	102,734.29
Total Current Liabilities	119,670.83	102,966.75
Long Term Liabilities	172,051.00	172,051.00
Total Liabilities	291,721.83	275,017.75
Equity		
-quity		

10:37 PM 10/03/23 **Accrual Basis**

EDC Stmt of Financial Position MTD vs Dec 2022 As of September 30, 2023

	Dec 31, 22	Sep 30, 23
Board Designated		
ARPA	0.00	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	402,435.95	432,435.95
Restricted Funds Queensbury Projects	137,433.17	137,433.17
Total Restricted Funds	137,433.17	137,433.17
Retained Earnings	600,553.48	314,600.51
Net Income	-255,952.97	46,344.58
Total Equity	884,469.63	930,814.21
TOTAL LIABILITIES & EQUITY	1,176,191.46	1,205,831.96

EDC Statement of Activities MTD

September 2023

_	Sep 23	Budget	\$ Over Budget
Ordinary Income/Expense			
Income Contract Services			
City of Glens Falls	2,500.00	2,500.00	0.00
Town of Queensbury	0.00	0.00	0.00
Warren County	29,166.66	29,166.66	0.00
Warren County LDC	4,166.66	4,166.66	0.00
Total Contract Services	35,833.32	35,833.32	0.00
Contributions - misc	0.00	0.00	0.00
EDC Events	4,276.88	1,500.00	2,776.88
Grant	0.00	0.00	0.00
In-kind Services Member Contribution	0.00	0.00	0.00
Members - In-kind Contributions	884.00	384.00	500.00
Tier 3 (1-2 employees)	250.00		
Member Contribution - Other	0.00	0.00	0.00
Total Member Contribution	1,134.00	384.00	750.00
Non-Operating Income			
Miscellaneous	575.00	44.07	00.00
Interest Income	8.28	41.67	-33.39
Total Non-Operating Income	583.28	41.67	541.61
Total Income	41,827.48	37,758.99	4,068.49
Gross Profit	41,827.48	37,758.99	4,068.49
Expense	0.00	0.00	0.00
Amortization BOARD & ORG DEVELOPMENT	0.00	0.00	0.00
Accounting	0.00	0.00	0.00
EDC Events	231.87	1,000.00	-768.13
Insurance - Business	0.00	0.00	0.00
Member Recruitment	0.00	0.00	0.00
Legal	96.00	833.33	-737.33
Membership/Event Planning	0.00 325.00	318.18 125.00	-318.18 200.00
Prof Development/Training	323.00		200.00
Total BOARD & ORG DEVELOPMENT	652.87	2,276.51	-1,623.64
Depreciation	0.00	0.00	0.00
Events Insurance Loss	0.00 0.00	0.00 0.00	0.00 0.00
Interest Expense	0.00	0.00	0.00
Office Furniture & Equipment	0.00	0.00	0.00
PERSONNEL Disability/PFL	-101.88		
fsa account	-223.70		

EDC Statement of Activities MTD

September 2023

	Sep 23	Budget	\$ Over Budget
Insurance	2,336.69	2,690.25	-353.56
Payroll Administration Fees	196.26	203.84	-7.58
Payroll Taxes	2,441.85	3,428.44	-986.59
Retirement Contributions	2,093.28	3,643.82	-1,550.54
Salary - EDC	32,816.35	40,334.58	-7,518.23
PERSONNEL - Other	0.00	0.00	0.00
Total PERSONNEL	39,558.85	50,300.93	-10,742.08
PROGRAM EXPENSES			
Business Development	0.00	2,000.00	-2,000.00
Capacity Planning/Prod Improv	2,417.42	2,090.91	326.51
Dues-Subscrpt	608.78	600.00	8.78
Hosting/Meeting-Marketing	160.55	1,250.00	-1,089.45
Marketing-Contracted Services	2,531.25	2,083.33	447.92
Property Maintenance	0.00	125.00	-125.00
Property Taxes	1,572.54	2,500.00	-927.46
Software	0.00	0.00	0.00
Website Enhancement	0.00	0.00	0.00
Total PROGRAM EXPENSES	7,290.54	10,649.24	-3,358.70
Services	48.00		
TOTAL OVERHEAD			
Gas & Electric	232.46	300.00	-67.54
Connectivity	292.14	550.00	-257.86
Copier	230.00	233.33	-3.33
FF&E	0.00	150.00	-150.00
Hardware/system maintenance	1,524.99	1,700.00	-175.01
Janitorial Service	384.00	384.00	0.00
Office Supplies	859.21	125.00	734.21
Postage Meter	0.00	50.00	-50.00
Rent	3,445.00	3,500.00	-55.00
Software	0.00	129.79	-129.79
Total TOTAL OVERHEAD	6,967.80	7,122.12	-154.32
Total Expense	54,518.06	70,348.80	-15,830.74
Net Ordinary Income	-12,690.58	-32,589.81	19,899.23
Other Income/Expense			
Other Income	5.94		
Net Other Income	5.94	0.00	5.94
Net Income	-12,684.64	-32,589.81	19,905.17

EDC Statement of Activities FYTD

January through September 2023

_	Jan - Sep 23	Budget	\$ Over Budget
Ordinary Income/Expense Income			
Contract Services City of Glens Falls Town of Queensbury Warren County Warren County	7,500.00 114,000.00 262,499.94 37,499.94	7,500.00 114,000.00 262,499.94 37,499.94	0.00 0.00 0.00 0.00
Total Contract Services	421,499.88	421,499.88	0.00
EDC Events Attendance Sponsorship	6,982.88 1,750.00	11,000.00 11,000.00	-4,017.12 -9,250.00
Total EDC Events	8,732.88	22,000.00	-13,267.12
Grant Foundation NYS	2,000.00 50,000.00	50,000.00	0.00
Total Grant	52,000.00	50,000.00	2,000.00
Member Contribution Members - In-kind Contributions Leadership Circle (Ig employer) Tier 1 (more than 25 employees) Tier 2 (under 25 employees) Tier 3 (1-2 employees)	8,291.00 25,000.00 27,500.00 19,000.00 2,000.00	3,456.00	4,835.00
Member Contribution - Other	0.00	95,392.00	-95,392.00
Total Member Contribution	81,791.00	98,848.00	-17,057.00
Non-Operating Income Miscellaneous Interest Income	619.50 230.93	375.03	-144.10
Total Non-Operating Income	850.43	375.03	475.40
Total Income	564,874.19	592,722.91	-27,848.72
Gross Profit	564,874.19	592,722.91	-27,848.72
Expense BOARD & ORG DEVELOPMENT Accounting EDC Events Facility Rental Catering Advertising & Promotion Miscellaneous EDC Events - Other	11,801.92 850.00 1,582.24 72.50 786.66 5,000.00	15,000.00	-3,198.08 -9,000.00
Total EDC Events	8,291.40	14,000.00	-5,708.60
Insurance - Business	7,329.71	8,000.00	-670.29
Legal Membership/Event Planning Prof Development/Training	7,524.00 0.00 325.00	7,499.97 2,545.44 1,125.00	24.03 -2,545.44 -800.00
Total BOARD & ORG DEVELOPMENT	35,272.03	48,170.41	-12,898.38
PERSONNEL Disability/PFL fsa account Insurance	490.42 -183.32 27,119.63	26,902.50	217.13
Payroll Administration Fees Payroll Taxes	1,675.56 21,324.84	1,590.00 26,741.86	85.56 -5,417.02
Retirement Contributions	20,287.31	27,544.94	-7,257.63

EDC Statement of Activities FYTD

January through September 2023

	Jan - Sep 23	Budget	\$ Over Budget
Salary - EDC	272,338.58	314,610.06	-42,271.48
PERSONNEL - Other	550.00	0.00	550.00
Total PERSONNEL	343,603.02	397,389.36	-53,786.34
PROGRAM EXPENSES			
Business Development	0.00	14,000.00	-14,000.00
Capacity Planning/Prod Improv	8,824.43	16,727.27	-7,902.84
Dues-Subscrpt	13,993.23	13,750.00	243.23
Hosting/Meeting-Marketing	2,014.04	11,250.00	-9,235.96
Marketing-Contracted Services	29,814.82	18,749.97	11,064.85
Property Maintenance	2,257.03	1,125.00	1,132.03
Property Taxes	7,793.69	8,350.00	-556.31
Website Enhancement	6,363.75	6,375.00	-11.25
Total PROGRAM EXPENSES	71,060.99	90,327.24	-19,266.25
Services	375.69		
TOTAL OVERHEAD			
Gas & Electric	2,689.49	2,700.00	-10.51
Connectivity	4,284.66	4,950.00	-665.34
Copier	2,081.50	2,099.97	-18.47
FF&E	1,709.36	1,050.00	659.36
Hardware/system maintenance	14,748.09	15,300.00	-551.91
Janitorial Service	3,456.00	3,456.00	0.00
Office Supplies	4,890.74	1,125.00	3,765.74
Postage Meter	-162.18	450.00	-612.18
Rent	34,450.00	33,494.00	956.00
Software	0.00	1,168.11	-1,168.11
Total TOTAL OVERHEAD	68,147.66	65,793.08	2,354.58
Travel Reimburse	70.22		
Total Expense	518,529.61	601,680.09	-83,150.48
Net Ordinary Income	46,344.58	-8,957.18	55,301.76
Net Income	46,344.58	-8,957.18	55,301.76

EDC
SEPT 2023 YTD Actual V Recast YTD
January through September 2023

	ACTUAL	RECAST	VARIANCE
	Jan - Sep 23	Jan - Sep 23	Jan - Sep 23
Ordinary Income/Expense			
Income			
Contract Services			
City of Glens Falls	7,500.00	7,500.00	-
Town of Queensbury	114,000.00	114,000.00	-
Warren County	262,499.94	262,499.94	-
Warren County LDC	37,499.94	37,499.99	(0.05)
Total Contract Services	421,499.88	421,499.93	(0.05)
EDC Events			-
Attendance	6,982.88	2,806.00	4,176.88
Sponsorship	1,750.00	10,750.00	(9,000.00)
Total EDC Events	8,732.88	13,556.00	(4,823.12)
Grant	2,000.00	7,500.00	(5,500.00)
Member Contribution			-
Members - In-kind Contributions	8,291.00	7,441.00	850.00
Leadership Circle (Ig employer)	25,000.00	25,000.00	-
Tier 1 (more than 25 employees)	27,500.00	27,000.00	500.00
Tier 2 (under 25 employees)	19,000.00	14,850.00	4,150.00
Tier 3 (1-2 employees)	2,000.00	1,500.00	500.00
Total Member Contribution	81,791.00	75,791.00	6,000.00
Non-Operating Income			-
Miscellaneous	619.50	44.50	575.00
Interest Income	230.93	336.51	(105.58)
Total Non-Operating Income	850.43	381.01	469.42
Total Income	514,874.19	518,727.94	(3,853.75)
Gross Profit	514,874.19	518,727.94	(3,853.75)
Expense			
BOARD & ORG DEVELOPMENT			-
Accounting	11,801.92	11,801.92	-
EDC Events	8,291.40	13,059.53	(4,768.13)
Insurance - Business	7,329.71	6,327.71	1,002.00
Legal	7,524.00	9,714.00	(2,190.00)
Prof Development/Training	325.00		325.00
Total BOARD & ORG DEVELOPMENT	35,272.03	40,903.16	(5,631.13)
PERSONNEL			-
Disability/PFL	490.42	476.24	14.18
fsa account	(183.32)	388.58	(571.90)
Health Insurance	27,119.63	27,608.33	(488.70)
Payroll Administration Fees	1,675.56	1,599.71	75.85
Payroll Taxes	21,324.84	21,117.07	207.77
Retirement Contributions	20,287.31	21,319.15	(1,031.84)

EDC
SEPT 2023 YTD Actual V Recast YTD
January through September 2023

	ACTUAL	RECAST	VARIANCE
	Jan - Sep 23	Jan - Sep 23	Jan - Sep 23
Salary - EDC	272,888.58	274,583.19	(1,694.61)
Total PERSONNEL	343,603.02	347,092.27	(3,489.25)
PROGRAM EXPENSES			-
Capacity Planning/Prod Improv	8,824.43	9,824.06	(999.63)
Dues-Subscrpt	13,993.23	13,723.10	270.13
Hosting/Meeting-Marketing	2,014.04	1,597.49	416.55
Marketing-Contracted Services	29,814.82	28,420.95	1,393.87
Property Maintenance	2,257.03	2,257.03	-
Property Taxes	7,793.69	8,350.00	(556.31)
Website Enhancement	6,363.75	6,363.75	
TOTAL PROGRAM EXPENSES	71,060.99	70,536.38	524.61
Services	375.69	-	375.69
OVERHEAD			-
Gas & Electric	2,689.49	2,745.17	(55.68)
Connectivity	4,284.66	4,478.40	(193.74)
Copier	2,081.50	2,081.50	-
Hardware/system maintenance	1,709.36	14,667.08	(12,957.72)
Tot Janitorial Service	14,748.09	3,456.00	11,292.09
TO miscellaneous	3,456.00	367.69	3,088.31
Office Supplies	4,890.74	4,589.46	301.28
Postage Meter	(162.18)	(162.18)	-
Rent	34,450.00	31,005.00	3,445.00
Total TOTAL OVERHEAD	68,147.66	63,228.12	4,919.54
Travel Reimburse	70.22	7,570.22	(7,500.00)
Total Expense	518,529.61	529,330.15	(10,800.54)
Net Ordinary Income	(3,655.42)	(10,602.20)	6,946.78
Net Income	(3,655.42)	(10,602.20)	6,946.78

EDC Statement of Cash Flows MTD September 2023

	Sep 23
OPERATING ACTIVITIES	
Net Income	-12,684.64
Adjustments to reconcile Net Income	
to net cash provided by operations:	
Accounts Receivable	-23,333.34
Prepaid taxes	-2,358.79
Accounts Payable	-6,640.77
SEP/IRA Salary Deferrals	349.79
Net cash provided by Operating Activities	-44,667.75
Net cash increase for period	-44,667.75
Cash at beginning of period	465,240.71
Cash at end of period	420,572.96

EDC Statement of Cash Flows FYTD January through September 2023

	Jan - Sep 23
OPERATING ACTIVITIES	
Net Income	46,344.58
Adjustments to reconcile Net Income	
to net cash provided by operations:	
Accounts Receivable	-55,044.56
Cash Equivalents	-250,000.00
Prepaid Expenses	3,365.59
Prepaid taxes	-417.41
Accounts Payable	-6,351.94
Accrued Expense	-654.25
Accrued Payroll	-11,446.84
SEP/IRA Salary Deferrals	1,748.95
Net cash provided by Operating Activities	-272,455.88
FINANCING ACTIVITIES	
Board Designated:ARPA	30,000.00
Retained Earnings	-30,000.00
Net cash provided by Financing Activities	0.00
Net cash increase for period	-272,455.88
Cash at beginning of period	693,028.84
Cash at end of period	420,572.96

EDC 2. A/R Aging Summary As of September 30, 2023

	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	2,500.00	0.00	0.00	0.00	2,500.00
Travis Whitehead	0.00	0.00	0.00	0.00	44.50	44.50
Warren County	0.00	58,333.32	0.00	29,166.66	0.00	87,499.98
Warren County ARPA	0.00	0.00	0.00	0.00	50,000.00	50,000.00
Warren County Local Development Corporati	0.00	0.00	0.00	0.00	0.08	0.08
TOTAL	0.00	60,833.32	0.00	29,166.66	50,044.58	140,044.56

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EDC A/P Aging Summary As of September 30, 2023

	Current	1 - 30	31 - 60	61 - 90	> 90	TOTAL
Nat'l Grid	0.00	232.46	0.00	0.00	0.00	232.46
TOTAL	0.00	232.46	0.00	0.00	0.00	232.46

EDC Find Report September 2023

Туре	Date	Num	Name	Amount
Sep 23				
Check	09/12/2023	dd	The Blackburn Gallery	-330.77
Check	09/25/2023	dd	The Business Journals	-170.00
Check	09/11/2023	dd	Rural Housing Coalition	-325.00
Check	09/26/2023	DD	Common Ground Alliance	-44.76
Check	09/22/2023	DD	Constant Contact	-75.00
Check	09/23/2023	DD	Zoom	-40.00
Check	09/26/2023	DD	Adirondack Daily Enterprise	-19.00
Check	09/05/2023	eft	Apple.com	-2.99
Check	09/03/2023	eft	Apple.com	-2.99
Check	09/18/2023	eft	NY Times	-6.09
Check	09/11/2023	eft	Albany Times Union	-27.72
Check	09/20/2023	eft	adobe	-19.99
Check	09/30/2023	eft	Glens Falls National Bank and Trus	-20.00
Check	09/30/2023	eft	Glens Falls National Bank and Trus	-20.00
Check	09/06/2023	eft	Marshall & Sterling	-50.00
Bill Pmt -Check	09/05/2023	EFT	American Funds	-3,492.44
Bill Pmt -Check	09/07/2023	EFT	Paybee	-449.00
Check	09/18/2023	js	Center For Economic Growth	-110.00
Check	09/14/2023	js	Mikado	-41.89
Check	09/25/2023	refund	Customer	-123.12
Check	09/29/2023	refund	Glens Falls National Bank and Trus	-8.00
Check	09/29/2023	Th	Amazon	-16.53
Bill Pmt -Check	09/01/2023	268	3N Document Destruction Inc	-35.00
Bill Pmt -Check	09/01/2023	269	Adirondack Technical Solutions	-1,524.99
Bill Pmt -Check	09/01/2023	270	CDPHP	-3,244.24
Bill Pmt -Check	09/01/2023	271	Feldman Consulting LLC	-1,620.00
Bill Pmt -Check	09/05/2023	272	M&M Digital Printing LLC	-359.21
Bill Pmt -Check	09/05/2023	273	Town of Queensbury, Receiver of T	-3,931.33
Bill Pmt -Check	09/12/2023	274	Behan Communications. Inc.	-2,531.25
Bill Pmt -Check	09/12/2023	275	Harris Beach PLLC	-96.00
Bill Pmt -Check	09/12/2023	276	Empire Theatre Plaza, LLC	-3,445.00
Bill Pmt -Check	09/14/2023	278	De Lage Landen	-230.00
Bill Pmt -Check	09/19/2023	279	AT & T Mobility	-292.14
Bill Pmt -Check	09/19/2023	280	Empire Blue Cross	-39.85
Check	09/19/2023	281	Patricia Hartle ()	-45.55
Bill Pmt -Check	09/21/2023	282	CDPHP	-3,244.24
Bill Pmt -Check	09/21/2023	283	IntegraHR	-2,000.00
Bill Pmt -Check	09/27/2023	284	Adirondack Technical Solutions	-1,524.99
Sep 23			_	-29,559.08