

**SOUTHOLD LOCAL DEVELOPMENT CORPORATION**  
**53095 ROUTE 25 (MAIN ROAD)**  
**PO BOX 1179**  
**SOUTHOLD, NEW YORK 11971**

**Meeting Minutes**  
**November 23, 2020**

**Present**

John Schopfer, Chairman (Zoom)  
Noreen McKenna, Secretary (In person & Zoom)  
Jeanne Kelley, Treasurer (In person & Zoom)  
Frances Walton, Vice Chair (Zoom)

**Also Present**

Councilwoman Sarah Nappa (Zoom)  
Lisa Mulligan, Executive Director (In person & Zoom)

The November 23, 2020 meeting of the Southold Local Development Corporation (SLDC) held electronically via Zoom and in the Town of Southold Meeting Hall at 53095 Main Road Southold, New York 11971 was called to order by Chairman Schopfer. A quorum was present.

**Minutes**

The motion to accept the minutes for the January 17, 2020 Organizational meetings was made by Ms. Walton and seconded by Ms. Kelley. All were in favor.

**2019 Audit**

The 2019 SLDC Audit was presented. A motion was made to accept the 2019 Audit by Chairman Schopfer and seconded by Ms. Walton. All were in favor.

A motion was made to approve payment to Jones, Little, and Co., CPAs LLP by Ms. McKenna and seconded by Chairman Schopfer. All were in favor.

## **2019 PARIS**

The LDC's 2019 PARIS reporting was due to the Authority Budget Office (ABO) March 31, 2020. Given the COVID-19 pandemic, PARIS was not certified and submitted on time. The ABO granted the SLDC an extension to submit PARIS. Even with this granted extension, PARIS was still tardy. As required by the ABO, this was noted on the final submission. Ms. Mulligan presented the draft 2019 PARIS reports. A motion to adopt and certify the 2019 PARIS report was made by Ms. Walton and seconded by Chairman Schopfer. All were in favor.

## **Prohibition of Loans to Board Members and Staff**

Ms. Mulligan presented a policy prohibiting the extension of loans by the SLDC to Board members or staff members. The motion to adopt the policy prohibiting loans by the SLDC to Board members or staff was made by Chairman Schopfer and seconded by Ms. Kelley. All were in favor.

## **Budget**

The proposed 2021 budget was presented for review by the Board. The motion to approve the proposed 2021 Budget was made by Ms. Walton and seconded by Ms. McKenna. All were in favor.

## **2020 Audit**

Ms. Mulligan presented the proposed 2020 Audit engagement letter from Jones Little & Co., CPAs LLC. The letter included explanation of a \$50 increase in fee, a requirement that 80% of the bill is paid at receipt of the "draft" audit, and that, as required, the partner responsible for SLDC's audit will rotate. The partner responsible for the 2020 audit is Kathy Galway. A motion to appoint Jones Little & Co., CPAs LLC auditors for the 2020 audit was made by Chairman Schopfer and seconded by Ms. McKenna. All were in favor.

A motion to adjourn the meeting was make by Chairman Schopfer and seconded by Ms. Kelley. All were in favor.

