



**INDIAN LAKE COMMUNITY DEVELOPMENT CORPORATION  
EXECUTIVE COMMITTEE MEETING MINUTES  
WEDNESDAY, JANUARY 22, 2020 AT 6:00 PM  
INDIAN LAKE CENTRAL SCHOOL LIBRARY**

**Members in attendance and constituting a quorum**

Carolyn DeVito, Secretary; Meade Hutchins, Director; Al Pouch, Vice President; Brenda Valentine, President; Jack Valentine, Director; Sherry Williams, Treasurer

**Absent:** Terry DeArmas, Director; Sally Stanton, Director

**Meeting called to order at 6:00 PM by Brenda Valentine, President**

**Approval of November 20, 2019 Executive Committee Meeting Minutes**

The December 2019 Executive Committee Meeting was cancelled due to inclement weather. The materials for the December 2019 meeting were recirculated as part of the January 22, 2020 Executive Committee Meeting.

**Motion** to approve the November 20, 2019 Meeting Minutes as circulated; Moved by Meade, Seconded by Al. All approved, none opposed. Motion carried.

**Officer Reports – December 2019 & January 2020 submitted with Agenda**

President - Brenda Valentine

Treasurer - Sherry Williams

**Committee Chair Reports – December 2019 & January 2020 submitted with Agenda**

Communications - Al Pouch

Main Street Revitalization - Brenda Valentine

Country Christmas Tour – Brenda Valentine

**New Business**

**Education Committee - Nancy Grosselfinger, Sally Stanton and Brenda Valentine**

The Committee will be working with the Adirondack North Country Association, Center for Businesses in Transition (CBIT) Program and the Hamilton County Economic Development organizers during 2020. Included on the Hamilton County Economic Development website is a list of 26 businesses that are for sale, 11 are located in Indian Lake. The Education Committee will host a meeting January 27 in St. Mary's Church Hall to discuss how the ILCDC and CBIT can assist area business owners with their transition activities through education and training. Brenda will send copies of the meeting invitation to the directors as requested.

**Motion** to contribute \$225 to St. Mary's Church for the use of their facilities for the two Education Committee Meetings held in 2019 (May and June) and the upcoming meeting scheduled for January 27, 2020 (\$75 per meeting). Moved by Al; Seconded by Meade. All approved, none opposed. Motion carried.

### **Old Business**

#### **Rebuilding Together-Indian Lake - Brenda Valentine, Al Pouch, Carolyn DeVito, and Jack Valentine**

The January 8 Steering Committee meeting was well attended during which Perry Bird, representative of the National Rebuilding Together office, addressed the Committee via Skype. Brenda is following up with Perry Bird to get clarification on the requirements for Indian Lake to become an affiliate during 2020. The Committee is researching the availability of a local attorney to review and advise the Corporation regarding affiliation documents.

### **Other Business**

#### **Conflict of Interest Annual Statement - Brenda Valentine**

Officers and Directors in attendance signed the annual Conflict of Interest statement. Directors not in attendance will need to sign the annual statement. The signed statements are filed with Brenda Valentine, President.

#### **ILCDC's 2020 Meeting Schedule - Brenda Valentine**

Brenda informed the directors of the changes made to the meeting schedule:

- February 19<sup>th</sup> Executive Committee & Board meetings will be at Byron Park
- July 22<sup>nd</sup> Executive Committee & Board/Annual Membership meetings will be at the Ski Hut
- August 19<sup>th</sup> Executive Committee meeting will be at the Ski Hut

#### **Business Resources - Brenda Valentine**

A list of North Country architectural engineering contractors was created and added to the Resources section of the corporate website. The list was created following several requests from local aspiring entrepreneurs and existing business owners.

### **Next Meeting**

Wednesday, February 19, 2020 at 6:00 PM Byron Park – Executive Committee

Wednesday, February 19, 2020 at 7:00 PM Byron Park – Board of Directors

### **Adjournment**

Al moved to adjourn the meeting, seconded by Carolyn; All approved.

Meeting adjourned at 7:11 PM.



**BOARD OF DIRECTORS MEETING MINUTES  
WEDNESDAY, FEBRUARY 19, 2020  
BYRON PARK MEETING ROOM**

**Directors in attendance and constituting a quorum**

Terry DeArmas, Carolyn DeVito, Meade Hutchins, Al Pouch, Sally Stanton, Brenda Valentine, Jack Valentine

**Regrets:** Sherry Williams

**Meeting called to order at 7:01PM by Brenda Valentine**

**Approval of November 20, 2019 Board Meeting Minutes**

Motion to approve the November 20, 2019 Meeting Minutes as circulated; Moved by Sally, Seconded by Al. All approved, none opposed. Motion carried

**Officer Reports - Submitted with Agenda**

President - Brenda Valentine

Treasurer - Sherry Williams

**Committee Chair Reports - Submitted with Agenda**

Communications - Al Pouch

Main Street Revitalization - Brenda Valentine

Education – Nancy Grosselfinger

**Old Business**

Rebuilding Together-Indian Lake

No discussion.

**New Business**

**Center For Businesses in Transition - 2020**

Guest Speaker - Christy Wilt, Director, Hamilton County Economic Development & Tourism  
Christy's presentation focused on the Adirondack North Country's program, the Center For Businesses in Transition. The purpose of the program is to connect business owners with resources for transition planning. In the first three years of operation, the program aims to identify at least 4,800 businesses for succession-planning outreach, assist 240 businesses in developing transition strategies and help 50 entrepreneurs plan for taking over an existing

business. The ILCDC is developing plans to work with Christy to interest Indian Lake business owners in the program activities.

**Next Meeting**

Wednesday, May 20, 2020 at 7:00 PM in the Indian Lake School Cafeteria

**Adjournment**

Terry moved to adjourn the meeting, seconded by Al; All approved. Meeting adjourned at 7:45pm.



**EXECUTIVE COMMITTEE MEETING MINUTES  
WEDNESDAY, FEBRUARY 19, 2020  
BYRON PARK MEETING ROOM**

**Members in attendance and constituting a quorum**

Carolyn DeVito, Secretary; Al Pouch, Vice President; Brenda Valentine, President; Jack Valentine, Director

**Regrets:** Sherry Williams, Treasurer, Terry DeArmas, Director; Sally Stanton, Director

**Meeting called to order at 6:05 PM by Brenda Valentine, President**

**Approval of January 22, 2020 Executive Committee Meeting Minutes**

**Motion** to approve the January 22, 2020 Meeting Minutes as circulated; Moved by Al, Seconded by Jack. All approved, none opposed. Motion carried

**Officer Reports - Submitted with Agenda**

President - Brenda Valentine

Treasurer - Sherry Williams

**Committee Chair Reports - Submitted with Agenda**

Communications - Al Pouch

Main Street Revitalization - Brenda Valentine

Education – Nancy Grosselfinger

**Old Business**

**Rebuilding Together - Indian Lake**

During the February 5<sup>th</sup> RT-IL Steering Committee meeting, the group decided to engage the services of an attorney to assist in reviewing and discussing required National documents with members. Because RT-IL is a Committee of the ILCDC, the National office would like verification that the Board of Directors agree to establishing the Affiliate. Therefore, National would like both the RT-IL Steering Committee and ILCDC Board Members' signatures to appear on the Statement of Intent. The Statement of Intent is designed primarily for organizations that are creating new, stand-alone 501(c)(3) organizations that will become a local affiliate. According to Perry Bird of the National office, the document in no way exposes an individual to personal liability.

**Other Business**

Carolyn DeVito submitted her resignation from the ILCDC Board of Directors and as ILCDC Secretary effective February 20, 2020.

**Next Meeting**

Wednesday, April 15, 2020 at 6:00 PM in the ILCS Library

**Adjournment**

Carolyn moved to adjourn the meeting, seconded by Jack; All approved. Meeting adjourned at 6:34 PM.



## **EXECUTIVE COMMITTEE MEETING MINUTES**

**WEDNESDAY, APRIL 22, 2020**

**ZOOM MEETING \_**

**Members in attendance** -Al Pouch, Brenda Valentine, Jack Valentine, Sally Stanton and Terry DeArmas

**Meeting called to order at 6:01 PM by Brenda Valentine**

**Approval of February 19, 2020 Executive Committee Meeting Minutes** - Motion to approve by Al, Seconded by Jack, all approved, none opposed, motion carried

### **Officer Reports - Submitted with Agenda**

President - Brenda Valentine

Treasurer - Sherry Williams

### **Committee Chair Reports - Submitted with Agenda**

Communications - Al Pouch

Main Street Revitalization - Brenda Valentine

### **Old Business**

**Rebuilding Together - Indian Lake** - Brenda Valentine - The status planned activities were discussed and included the Steering Committee's continuing research of other national affiliate's

activities and programs. Additional planned community activities are on hold due to COVID-19.

**ILCDC Website-** Al Pouch - Al is pursuing obtaining a debit/credit card for the new website in an effort to increase membership and to assist in processing corporate invoices. A proposal has been received from Nick LaScala to redesign the website to make it more appealing and user friendly.

**Stimulus Funding Outreach** - Brenda Valentine - A decision was made that the ILCDC will contact town residents to request that they consider contributing a portion of their Stimulus Fund to non for profit and community volunteer organizations. The list will include the town volunteer ambulance and fire department organizations, ALCA, IL Theater and Community Action. The letter will be drafted and circulated to board for approval.

**Adjournment: at 6:41-Motion by Al, seconded by Brenda, all approved, non opposed**

**Next Meeting** Wednesday, May 20, 2020 at 6:00 PM via ZOOM





## **EXECUTIVE COMMITTEE MEETING MINUTES**

**WEDNESDAY, MAY 20, 2020**

**ZOOM MEETING \_**

**Members in attendance** -Al Pouch, Brenda Valentine, Jack Valentine, Sally Stanton, Meade Hutchins and Terry DeArmas (no executive quorum)

**Meeting called to order at 6:05 PM by Brenda Valentine**

**Approval of April 22, 2020 Executive Committee Meeting Minutes -**

(no Executive quorum)

**Officer Reports - Submitted with Agenda**

President - Brenda Valentine

Treasurer - Sherry Williams

**Committee Chair Reports - Submitted with Agenda**

Communications - Al Pouch

Main Street Revitalization - Brenda Valentine

**Old Business**

**ILCDC Website-** Al reported that he has received a bid from Nick LaScala for website design and maintenance. Brenda suggested that CDC Directors review the present website and offer

their suggestions to AI by May 28 regarding information, changes and revisions to improve the site. AI will become the website co-administrator.

## **COVID - 19**

**Bulk Mailer** - Brenda and AI reported on the creation and distribution of the second bulk mailer. Mailer descriptions were increased from 15 to 25 in the current document and includes town, county and general information.

**Free Face Masks** - Brenda reported on the successful Face Mask project which is a partnership between ILCDC, Blue Mountain Center, Pines Country Store, ALCA and the North Country Crafters. To date 175 masks have been donated made by North Country Crafter members, distributed at Pines and ALCA. Donations totaling \$250 was received from individuals who received mask at Pines and donated the Community Action.

## **2020 Census -**

Brenda created a 9 week Community Outreach Plan to assist the Town promote and encourage residents to participate in the Census. Outreach activities will be kicked off with a presentation during the ILCDC, 7 PM, May 20 Board Meeting via Zoom. Channin Leo, Partnership Specialist, NY Regional Census Center will be the guest speaker and will provide an over review of the census, why it is important for residents to participate, how and its direct impact on our community. AI reported that he is a census employee and will assist in contacting local residents.

## **New Business**

**ILCDC Membership Renewal and Solicitation Mailings**-Brenda created and mailed annual membership renewal (30) and solicitation (55) packages during the month. The membership solicitation packages were mailed to non active/former members. She personally thanked Sawyer Cresaps, a Blue Mountain Center employee, for coordinating the extremely needed and appreciated mail merges for each package.

**Indian Lake Businesses**- The Main Street Revitalization Committee continue work on creating an accurate list of Indian Lake business owners who are not Chamber members. The purpose of

the project is to provide business resource and COVID-19 information including training sessions offered to prepare them for the State government new and mandated operational phases. To kick off the project COVID-19 information was emailed to 32 businesses.

**Adjournment:** Meeting adjourned at 6:39 -Motion by Al, seconded by Sally, all approved, non opposed

**Next Meeting:** 6:00 PM , Wednesday, June 17, 2020 via ZOOM



## **EXECUTIVE COMMITTEE MEETING MINUTES**

**WEDNESDAY, JUNE 17, 2020**

**ZOOM MEETING \_**

**Members in attendance** -Al Pouch, Brenda Valentine, Jack Valentine, Sherry Williams, Jack Valentine and Sally Stanton

**Meeting called to order at 6:21 PM by Brenda Valentine**

**Approval of April 22, 2020 Executive Committee Meeting Minutes** - Motion to approve by Al Pouch, Seconded by Sherry Williams, all approved, none opposed, motion carried

**Approval of May 20, 2020 Executive Committee Meeting Minutes** - Motion to approve by Al Pouch, Seconded by Sherry Williams, all approved, none opposed, motion carried

### **Officer Reports - Submitted with Agenda**

President - Brenda Valentine

Treasurer - Sherry Williams

### **Committee Chair Reports - Submitted with Agenda**

Communications - Al Pouch

Main Street Revitalization - Brenda Valentine

## **Old Business**

**ILCDC Website-** Al reported that website work is continuing with Nick LaScala.

**COVID-19** - Brenda reported that during the month the Main Street Committee contacted non chamber of commerce Indian Lake business owners to inform them of available Covid-19 business related resources. 32 businesses were contacted by email and 56 by snail mail. The Committee will continue work on the lists to create an accurate list of these businesses for future outreach activities.

**2020 Census** - Brenda informed the Board that two sets of the informational flyers that stress the importance of participating in the census was distributed to community organizations and individuals during the month. Because of the pandemic, Al, who is working for the Census Bureau, informed the board that census workers are leaving forms with residents, but avoiding any close contact.

**ILCDC Membership Letters** - Brenda reported that 88 letters were created and mailed to active and non-active members during the month. Members are receiving thank you letters as well.

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## **New Business**

**ILCDC Annual Membership Meeting - 7:00 PM, Wednesday, July 15 via Zoom** - Jim McKenna, Regional Office of Sustainable Tourism, Executive Director, has been invited to review his organizations Jump Start Campaign and their efforts to safely reopen the Adirondack economy. Brenda will contact the Indian Lake Theater regarding co-hosting the meeting and holding it in the theater.

## **Miscellaneous Meeting Discussions**

**Nomination Committee-** Sally Stanton and Jack Valentine volunteered to serve on the 2020 Nominating Committee.

**Chamber Tote Bag Project-** The ILCDC is a \$50 sponsor and included "Please Join Us" membership invitation letters and town maps in 100 bags.

**IL Memorial Park** - The ILCDC provided the flowers and Sally Stanton is maintaining the flower barrels.

**ILCDC Attorney-**Research continues to engage the services of a local attorney.

**Adjournment: at 6:41-Motion by Al, seconded by Brenda, all approved, non opposed**

**Next Meeting** Wednesday, July 15, 2020 at 6:00 PM via ZOOM



## **ILCDC ANNUAL BOARD MEETING MINUTES**

**WEDNESDAY, JULY 15, 2020**

**ZOOM MEETING \_**

**Members in Attendance** - Al Pouch, Barbara Smorgans, Brenda Valentine, Darrin Harr, Jack Valentine, Roger Marshall, Sally Stanton, Sawyer Cresap, Sue Montgomery Corey, and Terry De Armas

**Meeting called to order at 7:04 PM by Brenda Valentine, President**

**Presentation by the Regional Office of Sustainable Tourism (ROOST) Executive Director, Jim McKenna**

The presentation focused on the ROOST Jump Start Campaign and their efforts to assist in the safe reopening of the Adirondack economy. Jim also presented findings from the resident survey his organization created regarding the pandemic and information regarding the status of Hamilton County tourism.

**Brenda Valentine, President - ILCDC Year in Review**

**COVID - 19**

The ILCDC established a partnership with the Blue Mountain Center and created and distributed 2 "Available Services" bulk mailer documents. The mailers informed residents of available business, religious and town services, programs and facilities during the pandemic. The mailers also informed residents of the free face mask program with the North Country Crafters. Crafters and local individuals created masks and delivered them for distribution to Pines Country Store and ALCA. \$250 in donations were received from residents and was donated to HC Comm Outreach. Over 200 masks have been distributed since program began in April.

**INDIAN LAKE- SMALL BUSINESS ACTIVITIES**

Creating a list of Indian Lake non-Chamber of Commerce businesses to communicate COVID-19 business related information. Lists from the following organizations were reviewed for duplication and current operations: County Clerk's Office-83, Chamber of Commerce-78, County Tourism-99, Town of IL 108 - grand total 368. The final list of 88 businesses received



COVID-19 related information for small business owners from the corporation. Work will continue to further fine tune the list for future communications.

Made updates to the "Resources for Small Businesses" website list. Requests from local entrepreneurs prompted the creation of a recommended list area insurance agencies and architectural companies that are also included on the corporate website.

### **COUNTRY CHRISTMAS TOUR (CCT) - SUBCOMMITTEE**

CCT became an ILCDC subcommittee during the year. The corporation provided financial management and promotional activity assistance. The 2020 annual event was cancelled due to COVID-19.

### **ILCDC WEBSITE**

Work continues on revising the corporate website and includes a domain name change and researching other non for profits sites. Nick LaScala will manage the site with Al Pouch.

### **ADIRONDACK NORTH COUNTRY ASSOCIATION-BUSINESSES IN TRANSITION PROGRAM**

During 2019, the list of 26 businesses on the Hamilton County IDA commercial real estate website included 11 Indian Lake businesses. Business owners were contacted to inform them of the ANCA Business in Transition program and to offer corporate assistance. Results: one business owner is interested in assisting a potential entrepreneur to take over their business, the other owner is making plans to transition the business to their son. Information regarding the ANCA programs was provided to both business owners.

### **RIBBON CUTTING CEREMONY**

Corporate ribbon cutting ceremony services were offered to 3 businesses who were in the opening stages. Steamboat Landing in Blue Mountain Lake graciously accepted the offer. The corporation created, coordinated and implemented a successful community outreach plan that resulted in 28 area individuals in attendance at the ceremony. In addition to the News Enterprise including the press release in their newspaper, a reporter attended ceremony. The reporter created a follow up story that featured the ribbon cutting ceremony and an excellent introduction to the business and the owners.

### **2020 US CENSUS**

Created and implementing a 9-week community outreach plan to assist the Town and County inform residents of the census importance and to encourage participation by completing their census survey. Follow up calls are being received from residents regarding the census and the safety and confidentiality of their personal information.

### **USDA HOME OWNERSHIP PROGRAM**

The corporation has promoted the no-down-payment mortgage program for the past 2 years. Result- 5 local homes purchased, 1 pending.

### **EDUCATION PROGRAM**

Community meetings were held with area librarians, school superintendants, college administrators regarding establishing, hosting and supporting higher education, vocationally





oriented and adult educational programs in Hamilton County. Due to COVID-19 activities are on hold.  
*Indian Lake Community Development Corporation*

**REBUILDING TOGETHER - INDIAN LAKE**

The corporation began making plans to become an affiliate of the National Program during the year. A local Steering Committee was organized and includes 8 individuals who began researching other national affiliates. Due to COVID-19 activities are on hold.

**IL BIKE TRAIL**

The ILCDC provided assistance with the proposed ILCS/Town of IL Bike Trail located off Crow Hill Road. The corporation spearheaded and coordinated the 2 initial meetings (organization and committee formation) held during the year. Plans for the proposed trail include mountain biking, cross country skiing, Nordic skiing and hiking.

**STEWART'S CONNECTION**

The corporation contacted the Stewarts corporation and offered assistance with their opening ceremony activities. With the assistance of the Blue Mountain Center, a list of recommended food items to include in their new store was provided. In addition, the corporation provided a list of local individuals to invite to the opening ceremony and contact information for two local organizations who will receive donations from the Stewarts corporation during the ceremony.

**Nomination Committee, Sally Stanton and Jack Valentine**

Sally and Jack proposed reinstating Brenda Valentine as President, Al Pouch as Vice President and Sherry Williams as Treasurer. Sawyer Cresap volunteered as Secretary in an online capacity, motion passed. All board nominations were all approved, none opposed.

**Meeting Adjourned at 7:45 PM**

Motion by Jack Valentine, seconded by Darrin Harr, all approved, non apposed, motion carried

**ILCDC** 

Next Meeting 7:00 PM, Wednesday, November 18, via ZOOM  
*Indian Lake Community Development Corporation*



## **EXECUTIVE COMMITTEE MEETING MINUTES**

**WEDNESDAY, JULY 15, 2020**

**ZOOM MEETING \_**

**Members in attendance** -Al Pouch, Brenda Valentine, Jack Valentine, Sherry Williams, Meade Hutchins and Sally Stanton

**Meeting called to order at 6:03 PM by Brenda Valentine**

**Approval of June 17, 2020 Executive Committee Meeting Minutes** - Motion to approve by Al Pouch, Seconded by Jack Valentine, all approved, none opposed, motion carried

### **Officer Reports - Submitted with Agenda**

President - Brenda Valentine

Treasurer - Sherry Williams

### **Committee Chair Reports - Submitted with Agenda**

Communications - Al Pouch

Main Street Revitalization - Brenda Valentine

### **Old Business**

**ILCDC Website-** Al reported that he and Nick LaScala are continuing work on the site. The ILCDC.org domain has been secured. Nick will manage the website with Al having editing ability.

**ILCDC Membership Letters** - Brenda reported that renewal and solicitation letters to active and non-active members is going very well with the assistance of Sawyer Cresap of the Blue Mountain Center. Sawyer has created an up to date excel spread sheet to document the membership status.

### **New Business**

**ILCDC Annual Membership Meeting - 7:00 PM, Wednesday, July 15 via Zoom** - There was a brief discussion regarding the annual membership meeting guest speaker Jim McKenna, Regional Office of Sustainable Tourism, Executive Director's presentation. It was noted that Jim was invited to address the membership because of his knowledge and involvement in major north country COVID-19 activities.

**Adjournment: at 6:16-Motion by Sherry Williams, seconded by Al Pouch, all approved**

**Next Meeting** Wednesday, August 19, 2020 at 6:00 PM via ZOOM



## **EXECUTIVE COMMITTEE MEETING MINUTES**

**WEDNESDAY, AUGUST 19, 2020**

**ZOOM MEETING \_**

**Members in attendance** -Al Pouch, Brenda Valentine, Jack Valentine, Sally Stanton, Sawyer Cresap, and Terry De Armas

**Meeting called to order at 6:06 PM by Brenda Valentine**

**Approval of July 15, 2020 Executive Committee Meeting Minutes** - Motion to approve by Brenda, Seconded Terry De Armas, all approved, none opposed, motion carried.

### **Officer Reports - Submitted with Agenda**

President - Brenda Valentine

Treasurer - Sherry Williams

Secretary – Sawyer Cresap

### **Committee Chair Reports - Submitted with Agenda**

Communications - Al Pouch

Main Street Revitalization - Brenda Valentine

### **Old Business**

### **ILCDC Website - Al Pouch**

Brenda and Al will be meeting to create an overview of all changes to be made to the website, then a meeting will be set up with contractor, Nick LaScala. It was noted that full-sized photos are compelling additions. Especially for those who had not recently viewed the website, Brenda encouraged everyone visit it and voice their opinions about changes to be made.

### **2020 Census Community Outreach Activities - Brenda Valentine**

The community outreach strategy has not been implemented as planned due to COVID-19, which has prevented in-person meetings with community organizations. While flyers are not as readily picked up, they are still being posted every 14 days on Pine's and Post Office bulletin boards and on Face book. Due limited group presentation opportunities to promote and to encourage local participation in the census, the Committee is making arrangements to host census information tents in the Pines/Fire Commissioners parking lot and Indian Lake Community Farmers market.

During the month, the Committee learned that the 2020 census deadline was changed to conclude from the end of October to the end September, which limits the amount of time to plan, coordinate and implement community outreach activities. This reduction and the Hamilton County's response rate which is less 20%, will be discussed with Bill Farber.

### **New Business**

#### **Indian Lake Equity and Justice For All Resolution - Brenda Valentine**

The Town of Indian Lake passed a resolution in the interest of supporting diversity, equity, and justice across racial, ethnic, indigenous, religious, sexual lines for all visitors, second home owners and year-round residents to feel welcome and safe. It was agreed to establish a task force to plan and implement next step resolution activities. Sue Montgomery Corey and Brenda are creating a list of individuals who have expressed interest in future resolution activities. Ben Strader has offered his meeting room to host the initial meeting at the Blue Mountain Center.

#### **Hamilton Healthy Food Connections - Sawyer Cresap and Brenda Valentine**

During the month, the Hamilton Healthy Food Connections program was launched, with ILCDC support. Over \$250 of produce was received by individuals at the Indian Lake Farmers Market during the first three weeks of the program. Data is being collected to best assess the

program and its weekly success.

### **Stewarts Shops – Brenda Valentine**

The new Stewarts Shop building is progressing rapidly. The largest New York state Stewarts Shops was recently opened in Port Henry, the second largest is being built in Indian Lake. Brenda and Jack visited the Port Henry store and reported it is twice the size of the present Indian Lake store with 3 fuel bays, a diesel bay, and an island dedicated to fresh fruits and vegetables. Brenda has offered ILCDC services to assist with the store opening activities. She has also discussed the Indian Lake food desert issue with a company official and offered suggestions for potential fresh food items that the company could offer in the new store. A list of the suggested food items was created by the ILCDC and the Blue Mountain Center.

### **Membership Solicitation and Renewals – Brenda Valentine**

ILCDC received \$1,575 in membership renewal donations and dues by the July 2019 annual membership meeting. As of July 2020, \$2,675 in membership dues has been received. The difference in 2019 and 2020 membership dues is the result of an increase in soliciting lapsed memberships and community outreach activities.

### **Zoom Paid Account – Brenda Valentine**

A notion to purchase a paid ILCDC Zoom account was discussed to provide more than 40 minutes of Zoom meeting time. The vote was not finalized due to the cut off account time limit during the meeting.

### **Adjournment:**

**Next Meeting** Wednesday, September 16, 2020 at 6:00 PM via ZOOM



**INDIAN LAKE COMMUNITY DEVELOPMENT CORPORATION**

**EXECUTIVE COMMITTEE MEETING MINUTES**

**6:00 PM, WEDNESDAY, SEPTEMBER 16, 2020**

**ZOOM - MEETING**

**Members in attendance - Terry DeArmas, Brenda Valentine, Jack Valentine, Sherry Williams, Sally Stanton, Al Pouch, Sawyer Cresap and Meade Hutchins\_**

**Meeting called to order at 6:03 PM by Brenda Valentine**

**August 19 Executive Committee Meeting**

The August 19 Executive Committee meeting ended abruptly due to the 45 minute limit on the current Zoom account. Following the meeting, via email, the Board voted to increase the amount of meeting time allowed on the Zoom account. Brenda motioned to accept that the meeting was adjourned, Al seconded, all approved, none opposed, motion carried.

**Approval of August 19, 2020 - Executive Committee Meeting Minutes**

All approved, none opposed, motion carried.

**Officer Reports- Submitted with meeting agenda**

President - Brenda Valentine

Treasurer - Sherry Williams

Secretary - Sawyer Cresap

**Committee Chair Reports - Submitted with meeting agenda**

Communications - Al Pouch



Main Street Revitalization - Brenda Valentine

### **Old Business**

#### **ILCDC Website – Al Pouch**

Al reported that there were no new website developments during the month.

#### **2020 Census Community Outreach Activities - Brenda Valentine, Sally Stanton and Jack Valentine**

ILCDC community outreach activities include the following:

\*Flyers were distributed to area organizations and individuals by email, social media, local websites and on post office and Pines bulletin boards.

\*Two successful Census Mobile Questionnaire Assistance (MQA) Programs were held during the month. The programs were held in tents in the Fire Commissioners/Pines Country Store parking lot on 8/29 and during the 9/5 Indian Lake Community Farmers Market. The purpose of the MQA program is to offer undercounted and/or low responding communities direct survey/interview support.

\*The ILCDC also contacted and emailed census flyers to Hamilton County libraries and school districts to encourage them to include the flyers in their social media.

\*To visually remind area residents of the census, a list of highly visible areas within the town was created and census yard signs were installed.

\*The ILCDC has informed and shared information with the county regarding town census activities. In light of the reduced national census survey timeline from 10/20 to 9/20, the corporation is researching last minute community outreach activities to communicate to "hard/difficult to reach residents".

\*In an effort to communicate the importance in completing the census survey, the ILCDC requested and was given permission to assist in distributing informative postcards to town seniors who receive homebound meals. The cards were hand delivered to the County Meal Sites.

#### **Stewarts Shops Grand Opening Ceremony - Brenda Valentine**

The official ribbon cutting grand opening ceremony for the new Stewarts Shop will be held, Friday, October 2. The ILCDC was asked and provided a list of suggested community leaders to be invited to attend the event. In addition, the corporation was also asked to provide a list of local organizations to be considered to receive a Stewarts Shops donation during the ceremony. The Indian Lake Ambulance Corps and the Indian Lake Central School District were selected by Stewarts.

### **IL Equity and Justice Resolution - Brenda Valentine**

Brenda announced that the first resolution task force/committee meeting will be held, September 23. The purpose of the meeting will be to organize a group of individuals to discuss, research and to create a list of activities that will take the resolution to the next "steps".

### **Federal Scenic Byway Program – Brenda Valentine**

During the month Brenda was contacted by the Federal Scenic Byway Program coordinator regarding sample signs to be created and permanently exhibited in the turnaround areas near Lake Durant and Lake Abanakee. The purpose of the sample signs will be to provide opportunities for residents to review the signs and make comments and suggestions. This input will be incorporated in the final signs. The board suggested several locations to obtain public review of the signs, which included the Town Hall hallway, Stewarts Shops, Byron Park building and Indian Lake Theater.

### **Hamilton Healthy Food Connections - Sawyer Cresap and Brenda Valentine**

Sawyer and Brenda reported that over \$1200 in nutrition certificates were redeemed to date. Permission has been received from the program grantors to use the remaining funds to run the program during 2021. The ILCDC board suggested creating a press release to inform residents of the program's success.

### **New Business**

Sally requested permission to use the ILCDC's Zoom account to host a Comprehensive Plan Implementation Committee meeting to discuss renderings received from the Plan consultants. The board agreed to share the Zoom with the Committee. Al will make arrangements for the Zoom meeting.

**Adjournment: Jack motioned to adjourn the meeting, Sally seconded at 6:32.**

**Next Meeting: 6:00 PM - Wednesday, October, 21 2020 via Zoom**



**INDIAN LAKE COMMUNITY DEVELOPMENT CORPORATION**

**EXECUTIVE COMMITTEE MEETING MINUTES**

**6:00 PM, WEDNESDAY, OCTOBER 21, 2020**

**Members in attendance**

Terry DeArmas, Brenda Valentine, Jack Valentine, Sally Stanton, Al Pouch, Sawyer Cresap

**Meeting called to order at 6:02 PM by Brenda Valentine, President**

**Approval of September 16, 2020 - Executive Committee Meeting Minutes - Motion made by Jack Valentine, seconded by Sally Stanton, all approved**

**Old Business**

**ILCDC Website - Al Pouch**

The ILCDC hired consultant, Nick LaScala to assist with redesigning the organization's website. He is currently working on a first draft and will notify Al when it is ready for review, as Nick's point of contact. The timing of the process will depend on the edits and changes which need to be made after this first review.

**2020 Census Community Outreach Activities - Brenda Valentine**

Efforts made to increase participation in the 2020 Census were extensive. Brenda is creating a final report of ILCDC community outreach activities to share with Brian Wells, Town Supervisor. Unfortunately, it was not common knowledge until August that second homeowners should have been completing a Census survey for their second residence as well.

## **Hamilton Healthy Connection - Sawyer Cresap and Brenda Valentine**

The Hamilton Healthy Food Connections program closed for the year in mid-September, sharing over \$1300 of local produce with Hamilton County families and seniors. An update will be made public to share results of the program.

## **IL Equality Justice Resolution - Brenda Valentine**

The newly formed Resolution Committee held their first well attended meeting on September 24. During the meeting the group suggested creating a list of potential activities to support the resolution. One of the major potential activities discussed was to purchase a full-page newspaper ad to thank the Town Board for passing the resolution and to inform residents of the document and future planned activities.

## **New Business**

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## **ILCDC Board Meeting - Brenda Valentine**

The next ILCDC Board Meeting will be held, 7:00 PM, November 18 via Zoom. During the meeting, Paul Cummings of the Chazen Companies, will provide a status report of the "Indian Lake Commons", an Indian Lake Comprehensive Plan project. The corporate membership received email invitations to attend the meeting.

## **Indian Lake-Rebuilding Together - Brenda Valentine**

Future plans for the Indian Lake-Rebuilding Together program may include being sponsored by the Saratoga Springs Rebuilding Together affiliate. The organization applied for a federal grant and should be notified regarding the grant by year end.

## **ILCDC Community Organization Contact List - Brenda Valentine and Sawyer Cresap**

Work continues on updating the ILCDC community organization contact list. The list currently includes 32 organizations. Brenda is contacting lake association leaders by phone to update their contact information and to encourage their support and participation in the corporation. Sawyer is contacting the remaining organization leaders to update their contact information.

## **Adjournment at 6:40 PM**

Motion to adjourn meeting by Jack Valentine, seconded by Sawyer Cresap, all approved

**Next Meeting: 6:00 PM -Wednesday, November 18, 2020 via Zoom**



**INDIAN LAKE COMMUNITY DEVELOPMENT CORPORATION**

**EXECUTIVE COMMITTEE MEETING MINUTES**

**6:00 PM, WEDNESDAY, NOVEMBER 18, 2020 via ZOOM**

**Members in attendance**

Terry DeArmas, Brenda Valentine, Jack Valentine, Meade Hutchins, Al Pouch, Sawyer Cresap

**Meeting called to order at 6:06 PM by Brenda Valentine, President**

**Approval of October 21, 2020 Executive Committee Meeting Minutes** - Motion made by Terry DeArmas, seconded by Al Pouch, all approved

**Old Business**

**CDC Website-Al Pouch** - Work continues with the web designer Nick LaScala. Brenda, Sawyer and Al will meet on Friday 11/20 to review Nick's recent draft and to discuss plans for the website layout and contents.

**New Business**

**Central Adirondack Trail Scenic Byway Signs - Brenda Valentine** - The CDC is assisting ANCA representative, Ezra Swartzberg, to inform residents of the sample signs on display in the Chamber of Commerce and on the internet. Resident feedback will be incorporated into revisions of the final signs. A special thank you to the Chamber of Commerce for providing a public space to display the signs. Residents are requested to include their comments on "Feedback" forms located near the signs. The signs will be on display through 12/30/20.

**CDC Board and Officers - Brenda Valentine** - Monthly activities included speaking with existing members to identify an individual to become the incoming Treasurer and to encourage individuals to join the Board Directors. Lake Association organizations and community leaders are being contacted. During a conversation

with Cali Brooks, Executive Director of Adirondack Foundation, she offered suggestions regarding creating a one page document to distribute to potential board members.

**Main Street Revitalization Program Research - Brenda Valentine** - Research continues to identify a potential Main Street Revitalization project for Indian Lake. During the meeting a director expressed the immediate need to attract a handyman to provide services within the Town.

**"Let There Be Lights" Holiday Contest - Brenda Valentine** - The Board voted to be an organization sponsor for the Contest.

**Town Park Christmas Tree - Brenda Valentine** - The CDC will contact the Town and Country Christmas Tour Committee to offer assistance in coordinating the annual tree set up. There was a discussion regarding including a Menorah in the park as well.

**Adjournment at 6:31** - Motion made by Jack to adjourn, seconded by Terry DeArmas, all approved.

**Next Meeting: 6:00 PM – Wednesday, December 16, 2020 via Zoom**



**INDIAN LAKE COMMUNITY DEVELOPMENT CORPORATION**

**EXECUTIVE COMMITTEE MEETING MINUTES**

**6:00 PM, WEDNESDAY, DECEMBER 16, 2020 via ZOOM**

**Members in attendance:** Terry DeArmas, Sherry Williams, Sally Stanton, Sawyer Cresap, Jack Valentine, Brenda Valentine, Al Pouch

**Meeting called to order at 6:15 PM by Brenda Valentine, President**

**Approval of November 18, 2020 - Executive Committee Meeting Minutes** Motion made by Jack, Terry Secoded, all approved

**Old Business**

ILCDC Website - Al Pouch: Al, Brenda, and Sawyer are working on rewriting and creating material that will be featured on the new website. Additional financial resources have been identified and will be included on the list.

Scenic Byway Signs - Brenda Valentine: 3 signs are currently on display in the Chamber office. 3 new signs are being created and will be exhibited virtually for input and suggestions. 36 residents provided input online and in person regarding the design and contents of the original signs. Brenda asked for a volunteer to replace her with the project in the future, which will include community outreach and locations of the final signs.

Rebuilding Together –Indian Lake - Brenda Valentine: Saratoga County - Rebuilding Together has submitted a HUD grant and are considering working with Hamilton and Warren County. The CDC will be notified in early 2021 if they are awarded the grant. If the grant is awarded to the Saratoga program, they will assist in the creation and operation of the Indian Lake Rebuilding Together.

Small Business Assistance – Brenda Valentine: – Mountain View Adventures, a new crafts and café business in Town, has plans to open in April. The owner was provided CDC information for business owners that included lists of local available financial resources, insurance companies and architectural engineers. The business owner was also informed of CDC ribbon cutting ceremony assistance.



## **New Business**

Membership Seasonal Greeting - Brenda Valentine and Sawyer Cresap: Plans are underway to create and mail a seasonal greeting, thank you and summary of corporate activities to the membership. The mailing is scheduled for mid January.

2021 Board - Programs and Activities - Brenda Valentine: Sherry Williams, our outstanding treasurer, is resigning from the board. Sherry has created a CDC Treasurer Procedure, that will assist the board in researching individuals to fill the position.

**Adjournment at 6:47 PM** - Motion made by Terry to adjourn, Seconded by Jack, All approved.

**Next Meeting: 6:00 PM -Wednesday, January 20, 2021 - via Zoom**