

**SPRINGFIELD TECHNICAL COMMUNITY COLLEGE
ASSISTANCE CORPORATION
BOARD OF DIRECTORS MEETING**

October 15, 2024

8:00 a.m.

MINUTES

Voting Members Present:

Ellen Freyman, Chair
David Brown, 1st Vice Chair
Dr. John B. Cook, Secretary
Russell Denver
Phil Dromey
Kelly Fellner
Daniel Keenan
Lidya Rivera-Early
Timothy Sneed

Voting Members Absent:

Paul Bailey
Bill Baker

Also Present:

Jeffrey Fialky, Bacon Wilson
Matt Flink, President, Appleton Corporation
Brendan Greeley, President, R.J. Greeley, Inc.
Shinéad Laventure, Assistant Controller, Appleton Corporation
Jennifer Murphy, Senior Property Manager, Springfield Technology Park
Andrea Nathanson, VP of Administration/CFO, STCC

Exhibits

Mr. Brendan Greeley, President, R.J. Greeley, Inc., shared the leasing activity report and reviewed updates during the management report.

Call to Order

Ms. Ellen Freyman called the meeting to order at 8:00 a.m. and roll call was taken. A quorum was established.

Approval of Minutes

A motion was made by Mr. Russell Denver to approve the August 20, 2024 meeting minutes. The motion was seconded by Mr. Phil Dromey and approved unanimously via roll call.

Management Report

Ms. Jennifer Murphy, Senior Property Manager, Springfield Technology Park, welcomed new Board member Lidya Rivera-Early. Ms. Murphy reported that \$300k of weatherization work at the Tech park will be completed/funded through Mass Save and Eversource. Management is looking into options to acquire a new chiller for the Tech Park. Ongoing free community resources offered at the Tech Park were discussed, most notably the Urban League computer labs and conference room access.

Shinéad Laventure, Assistant Controller, Appleton Corporation presented the FY 2024 Financial Statements for the STCC Assistance Corporation. MP, P.C. issued a communication letter on the STCCAC Financial Statements and noted there were no difficulties encountered when performing the audit. An unmodified opinion was issued. Highlights of the FY 24 Financial Statements were reviewed during the meeting. There were no policy changes, nor any subsequent events after October 10, 2024 which would impact the financial statements.

A motion was made by Mr. Russell Denver to accept and approve the report on the audit of FY 24 Financial Statements. The motion was seconded by Mr. Phil Dromey and approved unanimously via roll call.

Mr. Brendan Greeley, President, R.J. Greeley, Inc., shared highlights of the leasing activity report, including new prospects and continued progress with Lightboard on management of the “Meet Me Room”.

New Business

None

Next Meeting

The next Springfield Technical Community College Assistance Corporation Board of Directors Meeting will be held on Tuesday December 17, 2024

Meeting was adjourned at 8:30 AM.

Respectfully Submitted by: Dominick Ugucioni