

**SPRINGFIELD TECHNICAL COMMUNITY COLLEGE  
ASSISTANCE CORPORATION  
EXECUTIVE COMMITTEE MEETING**

April 16, 2024  
8:00 am

**MINUTES**

Voting Members Present:               Russell Denver, Chair  
David Brown  
Dr. John B. Cook, Secretary, Springfield Technical Community College  
Ellen Freyman, First Vice Chair  
Daniel Keenan

Voting Members Absent:

Also Present:

Matt Flink, President, 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 prior to the meeting and reviewed updates during the management report.

**Call to Order**

Mr. Russell Denver called the meeting to order at 8:00 am and roll call was taken. A quorum was established.

**Approval of Minutes**

A motion was made by Ms. Ellen Freyman to approve the February 13, 2024 meeting minutes. The motion was seconded by Mr. Daniel Keenan and approved unanimously via roll call.

**Management Report**

Ms. Jennifer Murphy, Senior Property Manager, Springfield Technology Park, reported that the Board appointments of Ms. Lidya Rivera Early and Ms. Ellen Freyman should be confirmed by the end of April. Tom Ashe has taken a different position, and his role on the Board will be filled by Bill Baker from the Mayor's office moving forward. For other Board related announcements, Mr. Denver announced that he will be stepping down as the Chair following the June, 2024 meetings. Mr. Denver will still retain a position on the Board, and Dr. Cook has submitted Ms. Freyman's name to the STCC Board of Trustees for approval as the next Chair.

Ms. Murphy also reported that the parking lot behind 103 may need to be closed soon for safety reasons, until necessary repairs can be made. Management is still awaiting a contract with the City for the \$50K in ARPA funding for brick repointing.

Ms. Murphy also gave a brief leasing activity update, reporting that 101 is fully occupied, and two tenants are moving out of the Tech Park this month. Mr. Denver will be requesting a "stacking report" for the Executive Committee at a future meeting.

**Next Meeting**

The next Springfield Technical Community College Assistance Corporation Executive Committee Meeting will be held on Tuesday June 11, 2024.

Meeting was adjourned at 8:20 am

Respectfully Submitted by: Dominick Uguccioni