

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

October 8, 2024

8:00 am

**MINUTES**

Voting Members Present: Ellen Freyman, Chair  
David Brown, 1<sup>st</sup> Vice Chair  
Russell Denver  
Daniel Keenan

Voting Members Absent: Dr. John B. Cook, Secretary, Springfield Technical Community College

Also Present:

Matt Flink, President, Appleton Corporation  
Brendan Greeley, President, R.J. Greeley, Inc.  
Shinead Laventure, Assistant Controller, Appleton Corporation  
Andrea Nathanson, VP of Administration/CFO, STCC

**Exhibits**

Patrick Leary, Brooke Williams, and Sharon Blazejowski of MP, P.C. shared the communication letter regarding the audit of FY 24 Financial Statements during the meeting.

**Call to Order**

Ms. Ellen Freyman 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 Dr. John B. Cook to approve the August 13, 2024 meeting minutes. The motion was seconded by Mr. David Brown and approved unanimously via roll call.

**Management Report**

Patrick Leary, Brooke Williams, and Sharon Blazejowski of MP, P.C. presented the FY 2024 Financial Statements for the STCC Assistance Corporation. MP 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.

**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. Dan Keenan 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”.

**Next Meeting**

The next Springfield Technical Community College Assistance Corporation Executive Committee Meeting will be held on Tuesday December 10, 2024.

Meeting was adjourned at 8:30 am

Respectfully Submitted by: Dominick Ugucioni