

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

August 10, 2021
8:00 a.m.

MINUTES

Voting Members Present: Russell Denver, Chair
David Brown
Daniel Keenan

Also Present: Paul Stelzer, President, Appleton Corporation
Shinead Vasquez, Accountant, Appleton Corporation
Brendan Greeley, President, R.J. Greeley, Inc.
Jennifer Murphy, Senior Property Manager, Springfield Technology Park
Andrea Nathanson, Vice President/CFO, STCC

Exhibits

During the course of this meeting, the following exhibits were distributed and/or reviewed:

- Exhibit 1 – Draft minutes from June 14, 2021

Call to Order

Mr. Russell Denver called meeting to order at 8:00 a.m. and roll call was taken. The following members of the Executive Committee were in attendance – Russell Denver, David Brown, Daniel Keenan. Dr. Cook and Ellen Freyman were unable to attend.

Approval of Minutes

A motion was made to approve the June 14, 2021 minutes (with changes) by Mr. Brown. The motion was seconded by Mr. Daniel Keenan and approved unanimously via roll call.

Management Report

Ms. Andrea Nathanson presented an update on the School of Health. EDM is currently performing a safety assessment of Building 20 and a final report is expected to be complete by mid-September.

Mr. Paul Stelzer informed the committee that the second installment of the bond bill in the amount of \$2.5 million should arrive any day now. He will update the committee via email if there are any updates.

Mr. Brendan Greeley presented the leasing report. Mr. Greeley is in the process of negotiating a 15-year lease with GSA (Federal Public Defenders Office) and should have a draft lease within the next two weeks. Mental Health Associates is very interested in the old O’Connell Care space (103-1). The space will be used as a mental health clinic. When Clinical and Support Options Inc. originally leased their space, the Technology Park added language in the lease that said that no prescriptions could be dispensed or administered on site. Clinical and Support Options Inc. was under the impression that they could dispense these items but could not administer anything on site. Mr. Greeley is looking for approval from the Executive Committee to allow the tenant to dispense specific medications on site as long as they are not administering these medications. The Committee agreed to have Attorney Jeff Fialky from Bacon & Wilson draft a lease for review by the Committee before any recommendation is made.

New Business

Ms. Jennifer Murphy informed the Committee that she has seen increased activity at the Technology Park.

The final funds from the first installment of the bond bill will be spent to update signage around the Technology Park. In addition, Go Graphix is updating the signage at the Armory Grill.

At this point, Mr. Stelzer, Ms. Murphy, Ms. Vasquez and Mr. Greeley excused themselves from the meeting so the RFP could be discussed (8:30 a.m.)

Next Meeting

The next Springfield Technical Community College Assistance Corporation Executive Committee Meeting will be held on Tuesday, October 12.