

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

April 12, 2022  
8:00 a.m.

**MINUTES**

Voting Members Present: Russell Denver, Chair  
Ellen Freyman  
Daniel Keenan  
David Brown  
Dr. Cook  
Timothy Sneed  
Paul Bailey

Voting Members Absent: Phil Dromey  
Amy Glynn  
Tom Ashe  
Kelly Fellner

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  
Matt Flink, Regional Facilities Director, Appleton Corporation  
Stephanie Hunter, Tenant Services Coordinator, Springfield Technology Park

**Exhibits**

N/A

**Call to Order**

Mr. Russell Denver called meeting to order at 8:01 a.m. and roll call was taken. A quorum was established.

**Approval of Minutes**

A motion was made to approve the February 1, 2022 minutes by Dr. Cook. The motion was seconded by Daniel Kennan and approved via roll call.

**Management Report**

Mr. Paul Stelzer informed the board that he would be joining the June 28<sup>th</sup> BOD meeting.

Ms. Jennifer Murphy welcomed newly appointed member, Paul Bailey and offered to both Paul and Timothy Sneed, as well as the rest of the board to come by the Park for a tour to see our recent projects that were done with the state funds. The Park is still awaiting the approval of the ARPA application submitted over a month ago for \$600,000.00 in funds, but is hopeful we will receive an announcement soon on its approval. The vaccination clinic has closed the testing site as of April 1<sup>st</sup> and have reduced their hours for vaccinations and boosters to 2 days a week. We're anticipating MHA to move in by May 15<sup>th</sup>. Jennifer explained to the board that CSO (Clinical Support & Options) and MHA (Mental Health Associates) are organizations that offer mental health services, in which CSO has a pharmacy that is by appointment basis only.

Mr. Brendan Greeley, President R.J. Greeley Co. informed the board that MHA's (Mental Health Associates) build-out is currently underway, with MHA looking to occupy more space. We may split Building 111-4 and Building 103-3, connecting them via the Building 111 connector elevator. GSA (The Federal Government's US Attorney's Office) meetings are still in plan approval and are getting ready for the bidding of the buildout. We just signed a 3 year lease with AFGE Local 1164 (American Federation of Government Employees) for the 1,400 sqft space in the lower level of Building 101. Brendan is currently awaiting the proposal for the SEA (Springfield Education Association) to potentially occupy Building 111-4 former Fairfax Data Systems and part of the former Liberty Legal space. We are currently getting proposals for painting and new carpet for this space, with the possibly of also needing to add office dividers or cubicles. CSO (Clinical Support & Options) is looking to expand their occupancy to an additional 5,500 sqft in the other half of Building 102-2, which will be wrapped into their 10 year lease. We have responded to a proposal from DDS (Department of Developmental Services) to potentially occupy the Building 111-2 space. The total cost of the project to build out would be 3 million dollars, which would be amortized within the 10 year lease proposed, rent at \$30.00 per sqft. STCCAC to purchase all office furniture.

Shinead Vasquez, Accountant, Appleton Corporation informed the board that we currently have \$58,349 in cash and \$458,893 in escrow. A deficit is still projected.

#### **New Business – STCC School of Health Relocation**

Dr. Cook informed the board that he has been working on a proposal for the State to get them out of Building 20 on campus, as they cannot use the 2 top floors for their School of Health, which includes their Nursing, Dental, etc. programs. 40 million was submitted to DCAM to move these programs to the Building 104B endcap, in which 30 million would come from the State. Occupational and physical therapy programs would also be a part of this. Dr. Cook is hoping to hear more on the approval of this by June. Dr. Cook informed Russell that if approved, it will take up to 2 years for construction and the start of occupancy. The college is currently paying STCCAC a monthly fee to hold this space.

#### **Next Meeting**

The next Springfield Technical Community College Assistance Corporation Executive Committee Meeting will be held on Tuesday June 28, 2022.