

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

February 20, 2024  
8:00 a.m.

**MINUTES**

Voting Members Present:

Russell Denver, Chair  
David Brown  
Dr. John B. Cook, Secretary  
Phil Dromey  
Kelly Fellner  
Ellen Freyman, 1<sup>st</sup> Vice Chair  
Daniel Keenan  
Timothy Sneed

Voting Members Absent:

Tom Ashe (Bill Baker)  
Paul Bailey

Also Present:

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**

Ms. Shinéad Laventure, Assistant Controller, Appleton Corporation presented the Q2 financial statements during the meeting.

**Call to Order**

Mr. Russell Denver called the meeting to order at 8:02 a.m. and roll call was taken. A quorum was established.

**Approval of Minutes**

A motion was made by Mr. Daniel Keenan to approve the December 12, 2023 meeting minutes. The motion was seconded by Mr. Timothy Sneed and approved unanimously via roll call.

**Management Report**

Ms. Jennifer Murphy, Senior Property Manager, Springfield Technology Park, reported that the \$50,000 ARPA funding from the City of Springfield designated as Historical Preservation for brick repointing and window sealing will be spent as soon as weather warms. She reported that Ms. Lydia Rivera-Early's name has been submitted to the Governor's Office for Appointments. Ms. Murphy also shared that a weatherization and HVAC replacement study is in process.

Ms. Shinéad Laventure, Assistant Controller, Appleton Corporation presented the Q 2 financial statements, which are included in the packet.

**A motion was made by Mr. Daniel Keenan to accept the Q 2 of FY 24 Financial Statements. The motion was seconded by Ms. Ellen Freyman and approved unanimously via roll call.**

Mr. Brendan Greeley, President, R.J. Greeley, Inc., updated the board on potential tenants and reported that the Discover High School prospect is on hold.

**New Business**

Mr. Denver asked Dr. Cook for a status update on the Allied Health Project and Dr. Cook reported that the college is currently reviewing the construction manager bids.

**Next Meeting**

The next Springfield Technical Community College Assistance Corporation Board of Directors Meeting will be held on Tuesday April 23, 2024

Meeting was adjourned at 8:30 AM.

Respectfully Submitted by: Jen Murphy