

**SPRINGFIELD TECHNICAL COMMUNITY COLLEGE  
ASSISTANCE CORPORATION  
BOARD OF DIRECTORS MEETING**  
Brian Corridan Conference Room  
Tuesday, December 10, 2019 - 8:00 a.m.

**MINUTES**

Voting Members Present:

Ricky Swaye, Chair  
Dr. John B. Cook, Secretary  
Russell Denver  
Amy Glynn  
Brittney Kelleher  
Daniel Keenan  
Philip Dromey  
Kelly Fellner

Also Present:

Paul Stelzer, President, Appleton Corporation  
Jeff Fialky, Corporate Attorney, Bacon Wilson  
Shinead Vasquez, Accountant, Appleton Corporation  
Brendan Greeley, President, R.J. Greeley, Inc.  
Joseph DaSilva, Vice President/CFO, STCC  
Jennifer Murphy, Regional Property Manager, Appleton Corporation

**Exhibits**

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

- Exhibit 1 – October 16, 2019 Board of Directors minutes
- Exhibit 2 – October 9, 2019 Executive Committee minutes
- Exhibit 3 – Springfield Technology Park diagram
- Exhibit 4 – Financial Reports – September 30, 2019

**Call to Order**

Mr. Ricky Swaye called meeting to order at 8:00 a.m.

**Approval of Minutes**

Mr. Swaye made a motion to approve the October 9, 2019 STCCAC Executive Committee minutes and the October 15, 2019 Board of Directors minutes. Mr. Russell Denver seconded the motion. Vote: Unanimous

**Management Report**

Mr. Paul Stelzer took a moment to thank Attorney Fialky of Bacon and Wilson for all his hard work completing the management contract with Appleton. Mr. Swaye also commended both Attorney Fialky and Mr. Stelzer for completing this in such a timely manner.

Mr. Stelzer and Dr. Cook provided an update on the status of Building 20 at STCC. Dr. Cook informed the Board that it is a very problematic building that carries \$68M in deferred maintenance. In addition, it houses some of our most popular programs and Dr. Cook is concerned that an issue may arise that would force us to vacate the building and have nowhere to go. Dr. Cook, Vice President DaSilva, Mr. Stelzer and others from STCC are currently working with the Department of Capital Asset Management (DCAMM) to come up with a solution. One of the options being considered is to move the Health Science programs into 75,000 square feet at the Technology Park. Mr. Denver asked where in the Technology Park they were considering. Mr. Stelzer informed the Board that the possibility of erecting a new building behind 103B is being considered.

Mr. Keenan inquired as to how the possibility of moving these programs to the Technology Park fits into STCC's Master Plan. Dr. Cook explained to the Board that if there were a space available on the STCC campus, it would be the number one choice. Dr. Cook also noted that if Building 20 is vacated, he would propose demolishing the building. Kelly Fellner, Superintendent at the Springfield Armory National Historic Site would recommend that the building brought back to the way it looked in 1941, not demolished. She noted that both federal and state funding may be available to do this work. Brittany Kelleher asked if any thought had gone into students coming and going across the street. Mr. Stelzer informed the Board that there are currently STCC programs located at the Technology Park and there have been no issues. Dr. Cook made note that having these programs close to the campus will also help with the accreditation process. Dr. Cook informed the Board that if Building 20 had to be vacated and the programs had nowhere to go, it would become a workforce issue as well. Ms. Fellner asked if any local hospitals could possibly assist in the underwriting of this project. Dr. Cook explained that although STCC has asked, their ability to underwrite any of this is difficult. Mr. Denver requested that all empty space be considered before adding a new building to the Technology Park footprint.

Mr. Brendan Greely, President, R.J. Greeley, Inc. informed the Board that he is working with a number of possible tenant prospects. A local non-profit is in the market to relocate and has looked at space at the Tech Park which looks promising. In addition, Mr. Greeley is working closely with a photo studio who is very interested in renting space at the Technology Park. Also, Windstream is up for renewal soon and expressed interest in a ten year lease.

Ms. Shinead Vasquez presented the financial report as of September 30, 2019. As of this date, the total revenue was under budget by \$40,015 and the total expenses were under budget by \$2,709.

Jennifer Murphy noted that the Technology Park has a new website and asked everyone to review it if possible. She also noted that the bid for the roof repair has not been awarded as yet. Only one response as received. It will go out to bid again in the near future.

#### **Next Meeting**

The next Springfield Technical Community College Assistance Corporation Board of Directors Meeting will be held on **Tuesday, February 4, 2020.**

#### **Adjournment:**

The meeting was adjourned at 9:00 a.m.