

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

February 18, 2025  
8:00 a.m.

**MINUTES**

Voting Members Present:

Ellen Freyman, Chair  
David Brown, 1<sup>st</sup> Vice Chair  
Dr. John B. Cook, Secretary  
Russell Denver  
Phil Dromey  
Lidya Rivera-Early  
Diane Synzal  
Paul St. Pierre  
Dan Keenan  
Timothy Sneed

Voting Members Absent:

Bill Baker  
Kelly Felner

Also Present:

Jeffrey Fialky, Bacon Wilson  
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**

Mr. Brendan Greeley, President, R.J. Greeley, Inc., shared the leasing activity report and reviewed updates during the management report. Ms. Shinéad Laventure, Assistant Controller, Appleton Corporation presented the Q2 financial statements during the meeting.

**Call to Order**

Ms. Ellen Freyman called the meeting to order at 8:01 a.m. and roll call was taken. A quorum was established.

**Approval of Minutes**

A motion was made by Mr. David Brown to approve the December 17, 2024 meeting minutes. The motion was seconded by Mr. Dan Keenan and approved unanimously via roll call.

**Management Report**

Ms. Jennifer Murphy, Senior Property Manager, Springfield Technology Park, shared that the chiller proposal has been executed. She also reported that the snow removal budget will likely be exceeded.

Ms. Shinéad Laventure, Assistant Controller, Appleton Corporation, shared highlights of the Q2 financial statements for FY25, which were shared prior to the meeting. Of note, there was a \$963 K net surplus for Q2.

Mr. Brendan Greeley, President, R.J. Greeley, Inc., shared highlights of the leasing activity report, including new prospects.

**New Business**

None

**Next Meeting**

The next Springfield Technical Community College Assistance Corporation Board of Directors Meeting will be held on Tuesday April 22, 2025.

Meeting was adjourned at 8:30 AM.

Respectfully Submitted by: Jen Murphy