

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

December 9, 2025

8:00 am

MINUTES

Voting Members Present: Ellen Freyman, Chair
David Brown, 1st Vice Chair
Dr. John B. Cook, Secretary
Tim Sneed

Voting Members Absent: Daniel Keenan

Also Present:

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 prior to the meeting and reviewed updates during the management report. Ms. Shinéad Laventure, Assistant Controller, Appleton Corporation shared the STCCAC Q 1 Financial Statements prior to the meeting.

Call to Order

Ms. Ellen Freyman called the meeting to order at 8:00 am and roll call was taken. A quorum was established.

Approval of Minutes

A motion was made by Mr. David Brown to approve the October 14, 2025 meeting minutes. The motion was seconded by Dr. John B. Cook and approved unanimously via roll call.

Management Report

Jennifer Murphy, Senior Property Manager, Appleton Corporation, shared that Michael Vedovelli was approved by the STCC Board of Trustees to the STCCAC Board of Directors. Ms. Murphy also reported that closing the refinancing of the Phoenix loan from 2015 is in process, which will not impact operating expenses in FY 26.

Ms. Shinéad Laventure, Assistant Controller, Appleton Corporation, shared highlights of the Q1 financial statements for FY26, which were distributed prior to the meeting. The projected net surplus for FY26 is \$847 K, which is unfavorable to the budgeted net surplus of \$2.3 M, mainly due to tenant and building improvements not included in the FY26 budget.

Mr. Brendan Greeley, President, R.J. Greeley, Inc., shared highlights of the leasing activity report, including new prospects. Per request of the Board, Mr. Greeley agreed to provide a comprehensive report at future meetings to include all buildings, including square footage & occupancy/vacancy status.

Dr. John B. Cook, President of Springfield Technical Community College provided an update regarding the proposed Quantum Supply Chain Accelerator Project at the Tech Park. Next steps include exploration of feasibility, RFP development, and continuing to advocate for funding. Future consideration to continue to hold Building 104 in FY 27 will be important as exploration continues.

New Business

Ms. Ellen Freyman reviewed the 2026 Executive Committee meetings, scheduled on the following dates, from 8:00-9:30 am, to be conducted over zoom: February 10, April 14, June 9, August 11, October 13, December 8, 2026

Next Meeting

The next Springfield Technical Community College Assistance Corporation Executive Committee Meeting will be held on February 10, 2026.

Meeting was adjourned at 8:30 am

Respectfully Submitted by: Dominick Uguccioni