



Minutes from...
CAFTPC Monthly Board Meeting
June 17, 2021 at 10 am at Jordan Hall/Zoom

Members in Attendance (alphabetical by last name):

Michael Manikowski (Chairman), Michael Nozzolio (via Zoom), Jan Nyrop, William Strassburg (via Zoom), Brendan Tydings (via Zoom), Catharine Young

Non-Members in attendance (alphabetical by last name):

Sarah Meyer, Harry Sicherman

I. Call to Order/Introductions (Chairman Michael Manikowski)

Meeting called to order at 10:05 am.

II. Review and Approval of May Minutes and Special Meeting Minutes (Chairman Michael Manikowski)

Minutes from May 20, May 28, and June 11 were approved with a motion by Catharine Young; seconded by Jan Nyrop. Unanimously passed at 10:08am.

III. Tech Farm I

a. Incubator Status Update/ CFA Application (William Strassburg)

Diane Church will take a lead in investigating and completing the CFA application with assistance from Harry Sicherman. Harry Sicherman will lay out the scope of work memo for needs within the parts of the application; coordinate a meeting; and designate necessary tasks for assistance provided by S. Vary, C. Carmenatty, S. Meyer, and Catharine Young. The application is due July 30, 2021. Discussion continued regarding the 5-year cash match, programming, and services of the Tech Farm. Assets, such as Geneva, County, CoE, Geneva Made, graduated tenants, etc. will be identified. Strengths and weaknesses were discussed for the sake of the application. Sarah Meyer referenced a list of services and amenities drafted and shared with Board members for the application. Brendan Tydings made recommendations for strengthening application components.

IV. Tech Farm II

a. EDA Grant Updates (Harry Sicherman)

b. Revolving Loan Fund Update (Sage Gerling)

Harry Sicherman reported that the contract with Hunt Engineers had been finalized and sent to EDA. Harry Sicherman has drafted a lease, will vet by Brendan Tydings, and hopes to finalize it by the end of the week. Conversations and updates have been made with the two potential tenants of the new manufacturing space. A question of how taxes were accounted for in the development and use of the land was discussed. A meeting with LeChase and potential tenant will take place on June 24. Harry Sicherman mentioned that a 3rd party construction inspection is required, which the Board will hire and select through a bid process. Brendan Tydings recently met with neighbors of the Tech Farm to clarify the facility location and arrangement.

Sage Gerling confirmed that the RLF loan letter was recently signed, and details will be taken care of shortly for the transfer of funds.

V. Tech Park Strategic Planning (Bill Strassburg)

a. Renaming Update– Innovation Park at Cornell AgriTech (Catharine Young)

b. Site Plan -Greenhouse, 2nd Mfg. Bldg., Facility (Catharine Young)

William Strassburg had nothing to report in the strategic plan but emphasized the need for a site plan and an establishment of a process to develop one. Harry Sicherman has done some inquiring on first steps in pursuing a site plan but believes a meeting to discuss this is necessary. All Board members agreed they were comfortable with Harry Sicherman making these arrangements. Jan Nyrop encouraged all Board members to familiarize themselves with the current site plan and former plans Sarah Meyer has shared.

Catharine Young reported on the progress of the renaming of the Park (Innovation Park at Cornell AgriTech). The new website will continue with the current name and adjust as approvals come through from Cornell AgriTech.

VI. Operations (Sarah Meyer)

a. Monthly Notes – Building and Tenant Happenings

Sarah Meyer reviewed her notes on activities within the building and tenant activities and needs. The PARIS reports and DOS Financials Reports are in progress. The NYS Contract Reporter Semi-Annual Report was completed.

VII. Tech Park Financial Report (Sarah Meyer/Brendan Tydings)

a. Expenses >\$2000 for Audit Committee

Sarah Meyer reviewed the approved expenses over \$2000 since the last Board meeting. *Jan Nyrop made a motion to approve the Financials report; seconded by Catharine Young; Passed unanimously at 11:02 am.*

VIII. Adjourn Meeting (Chairman Michael Manikowski)

The meeting adjourned at 11:05 am with a motion made by Jan Nyrop; seconded by Michael Nozzolio.