



Minutes from...
CAFTPC Monthly Board Meeting
September 17, 2021 at 10 am at Tech Farm /Zoom

Members in Attendance (alphabetical by last name):

Sage Gerling, Michael Manikowski (Chairman), Michael Nozzolio, Jan Nyrop, Brendan Tydings, and 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 10:15 am.

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

Minutes were approved with a motion by Catharine Young; seconded by Jan Nyrop.

Unanimously passed at 10:16 am.

III. Tech Farm

a.) CFA Application Review (Harry Sicherman, Bill Strassburg)

The application was submitted successfully on July 30. No update available currently.

i) Catharine Young suggested the CAFTPC joins the Business Incubator Association of NYS. Sarah Meyer was directed to go forward with purchasing a basic membership (\$300).

b.) Tenant Compensation

Board members discussed HVAC project and tenant arrangements. No determination at this time. Issue is tabled at this time. Sarah Meyer is directed to move forward as usual.

c.) Underpayment of NYS-45 returns

Sarah Meyer is directed to investigate historic correspondence, call DOL, and gain an explanation of ADPs role in filing.

IV. Manufacturing Facility (Brendan Tydings, Harry Sicherman)

a.) Project Updates

Brendan Tydings explained progress of design phase to date. Goals for October were discussed. Brendan Tydings will correspond with Hunt regarding site plan approvals and emphasized Board involvement in determining deducts.

b.) LNB Construction Loan

Harry Sicherman will be revisiting the terms of the construction loan soon, likely in October.

c.) ESD/EDA Grants Update

The contract awaits signature.

V. Operations (Sarah Meyer)

a.) Monthly Notes- Building Tenant Happenings

Sarah Meyer reviewed her notes on activities within the building and tenant activities and needs. The Board was agreeable to Stony Brook's proposal for parking a trailer for

storage. Regarding pest control measures, Sarah Meyer is to continue working with recommendations from Cornell IPM, prioritizing exterior door upgrades.

VI. Tech Farm 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 and the anticipated invoices to be paid, as well as current account balances and QB reports.

VII. Executive Session (non-members left meeting)

Began at 11:45 am.

VIII. Adjourn Meeting (Chairman Michael Manikowski),

Tenant Picnic followed immediately after the meeting.