



## Board of Directors Meeting Minutes March 21, 2014

**Members Present:** Mike Manikowski (Secretary), Bill Mulligan, Ed Hansen, Kevin King (Ag & Markets), Jack Moore, Tom Burr and Marc Smith

**Members Excused:** Matt Horn, Dennis Piedimonte

**Non-Members Present:** Susan Noble,

Meeting was called to order by Mike Manikowski at 10:00 a.m.

**Approval of Minutes: Motion to Approve the minutes from the December 20, 2013**

Moved: Bill Mulligan

Seconded: Tom Burr Approved unanimously

### Old Business

- Reviewed financial situation 2014 to date
  - Presented cash flow situation.
    - Regular expenses on target
    - Expenditures low, income higher than budget
    - Utilities are very high- natural gas has tripled
    - Costs are partially reimbursed
    - Consultant line item- higher due to VCP release
  - Several rents still outstanding
    - AFT up to date, TQHP owes debt
    - Exel Partners should be paying that debt

Moved Tom Burr Seconded Bill Mulligan to accept the financial report. Approved unanimously

- **Old Business**
  - **Reviewed Sewer projec**
  - June board meeting will be final one for current director
  - Certified Incubator
- **VCP**
  - Release due soon, all paperwork in place
- **Roof**
  - Quote prep in the works
  - Out to bids soon
  - Work to start this spring
  - Good thing as we have begun to leak again and more severely
- Transition
  - Defined the job description
  - Start a process with limited advertising
  - Sole executive director vrs. Team effort



- Start the process with the idea of a single Executive Director
- City HR person was going to write up and do advertising locally but with Matt out, this is up in the air
- Try to do interviews in one day
- Short time frame available for process
- Find someone with a passion for Park
- Permission to work with Pat Mahoney to design ad
- Create committee
  - Mike Manikowski
  - Tom Burr
  - Bill Mulligan
  - Bob Seem

Motion to approve the hiring committee Moved Ed Hansen                      Seconded      Bill      Mulligan  
Approved unanimously

## **New Business:**

- Discussion re: Market building on site and rent to Cheribundi
- Might work with Advanced Feed Technology as well
- Maybe Ag and Markets would support this with their portion as well- Great need for Freezer and Cooler space
- Cheribundi, as a graduate of a certified incubator, would be eligible for start up
- We are very attractive as Start-Up, Certified Business Incubator and Hot spot partnered.

## **Directors Report**

- Park was chosen as certified incubator With this comes an award of \$125,000
  - No details on usage at this time
  - CFA listed staffing as primary need
  - Waiting for information from ESDC
  - Meeting Albany- April 22, 2014
- Hope to bring Alexi on Board soon as entrepreneurial support person
- Spoke with Fluxdata and made introductions to station profession

**Executive Session - not needed at this time**

## **Next Meeting**

Executive Committee meeting-April 18, 2014 at 9:00



**Adjournment**

Meeting adjourned- 10:45

Respectfully submitted,

Michael Manikowski  
Secretary