



Executive Committee Meeting Minutes

February 15, 2018

Members Present: Mike Manikowski (Chairman), Jan Nyrop, Sage Gerling, Bill Strassburg and Mike Nozzolio via phone

Non-Members Present: John Johnson

- Approval of December 14 minutes-Manikowski made motion to approve and seconded by Nyrop.
- John reviewed the year-to-date financials thru November. Rehab expense exceeded budget due to HVAC repairs. Utility expense was also higher than budgeted. Most items were close to budget.
- Nyrop proposed that our tenant lease have clear language giving the Tech Farm the ability to bill the tenant for utility expenses beyond a basic level. Johnson said he would make the appropriate changes.
- Manikowski proposed that the Tech Farm retain an engineering firm to evaluate our infrastructure needs and provide a report with a prioritized list of projects with particular attention to the HVAC system. Seconded by Gerling and passed unanimously.
- Nozzolio suggested a portion (up to \$100,000) of the \$200,000 State grant be used to upgrade our facilities. There was general agreement by the Executive Committee.
- John provided update on current and potential tenants-
 1. Dr. Cowen's garden will be renting an office. They are working with AES.
 2. We have 1 lab and 5 offices currently empty.
 3. Bathrooms have been refurbished, a video conferencing system installed, and the cooler/freezer professionally cleaned.
 4. Nyrop and Strassburg discussed this week's presentation in Albany on the Innovation Center. They will follow up with more discussions with key State legislatures and the Governor's staff.

Meeting adjourned.