

MINUTES

**Whitewater University Technology Park Board Meeting
Wednesday, May 8, 2013 at 8:00 a.m.
Whitewater University Technology Park Innovation Center
1221 Innovation Drive, Whitewater, WI 53190**

PRESENT: Kevin Brunner, Patrick Cannon, Cameron Clapper, William Dougan (guest), Denise Ehlen, Bud Gayhart, Jeff Knight, Dan McGuire (guest), Jessica Menke, Richard Moyses, Charlie Olson (guest), Debra Pond (guest), Crystal Singer, and Richard Telfer.

1. **Call to Order:** Telfer called the meeting to order at 8:09 am.
2. **Whitewater Incubation Program (WhIP) Updates**
 - A. 8:00am to 8:40 am: "Success Stories:" William Dougan provided an overview of the entrepreneurship process and highlighted student success stories focusing on those affiliated with the Whitewater Incubation Program.
 - B. 8:40am to 9:00 am: New Initiative: Charlie Olson and Dan McGuire provided an overview of the new Ingenuity Lab" program.
3. **Approval of Minutes from April 10, 2013 Meeting:** Clapper / Moyses moved to approve the minutes of the April 10, 2013 meeting. The motion was approved by unanimous vote.
4. **Review/Acceptance of April 2013 Financial Reports:** Menke / Singer moved to accept the Financial Reports. The motion was approved by unanimous vote.
5. **City of Whitewater Seed Capital Fund Update:** Knight and Cannon provided an overview of the process and requested the Chancellor forward the University's nominees to the review/selection committee.
6. **Review of WUTP Covenants and Business Park Covenants:** Clapper provided an overview of the differences between the covenants (how much of building can cover lot, parking/bike racks, building design, and lighting restrictions). Additional feedback or suggestions should be forwarded to Ehlen or Telfer (via Woolever) by June 12 (for discussion at the June 19 meeting).
7. **Strategic Priorities and Development and Plan Updates**
 - A. Marketing Plan/Strategy and Web Updates: Ehlen provided an overview of key marketing initiatives and the plan to redesign the website.
8. **Future Agenda Items**
 - A. June 19: Final review of WUTP Covenants. Members should forward additional items to Ehlen or Telfer (via Woolever).
9. **"Adjourn to Closed Session Not to Reconvene per Wisconsin Statute 19.85(1)(e) Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session."** Chenoweth/Gayhart moved to convene in closed session. The motion was approved by unanimous vote.
 - A. **Prospective Clients:** Ehlen, Gayhart, and Cannon provided an overview of current prospects. Chenoweth proposed we explore alternative rental/fee structures to facilitate launches/scale up.

Ehlen will follow up with Gayhart and Cannon to develop a structure. Gayhart requested WhIP provide more information on client progress to the Board. Cannon provided an update on two additional prospects. Chenoweth/Gayhart moved to reconvene in open session. The motion was approved by unanimous vote.

10. **Future Meeting Dates:** June 19, July 25, August 15, September 19, October 17, November 21, and December 19

11. **Adjournment:** The meeting was adjourned at 9:51 am by acclamation.

Denise Ehlen for Cameron Clapper
Secretary of the Whitewater University Technology Park Board