

## MINUTES

**Whitewater University Technology Park Board Meeting**  
**8:00am on Thursday 29 May 2014**  
**Whitewater University Technology Park Innovation Center**  
**1221 Innovation Drive, Whitewater, WI 53190**

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**PRESENT:** Richard Telfer, Jeff Knight, Richard Moyse, Ronald "Bud" Gayhart, Sarah Bregant, John Chenoweth, Nate Parrish, Crystal Singer, Kevin Brunner, Jessica Menke, Cameron Clapper

**GUESTS:** Pat Cannon, Denise Ehlen, Choton Basu, Dan McGuire, Robert Keith, Jenny Samfat, Roger Gerndt

1. **Call to Order:** Telfer called the meeting to order at 8:03 am.
2. **Approval of Minutes of 24 April 2014 Meeting:** Knight/Bregant moved to approve the meeting minutes. The motion was approved by consensus.
3. **Review/Acceptance of April 2014 Financial Reports:** Saubert provided an overview of the April financials, the PILOT projection and forecast, and revenue projections. Singer/Gayhart moved to approve the April financial reports. The motion was approved by unanimous vote.
  - A. 2014 PILOT Payment Report / Forecast: Saubert and Ehlen provided an overview of the forecasts. During the December meeting, the Board will determine a proportion of the cash balance that should be allocated to the sinking fund.
  - B. 2013 Revenue and Expenditure Comparison: Saubert provided a comparison.
4. **Review of Updated Board Membership:** Telfer asked for nominees for Treasurer. Chenoweth/Singer nominated Chenoweth. The nomination was approved by unanimous vote. Telfer called the vote; Chenoweth was elected by unanimous vote.
5. **Innovation Center Facility Updates/Issues:**
  - A. Elevator Repair: Ehlen provided an update on facility issues, including the recent elevator repair and roof/flashing damage.
6. **Thermodata Announcement and Celebration:** Ehlen introduced Robert Keith and Jenny Samfat of Thermodata, the newest tenants of the Innovation Center.
7. **Whitewater Incubation Program (WhIP) Updates:** McGuire/Ehlen/Basu provided an overview of the Ideadvance grant received by Innovative Foundry Technologies, LLC.
8. **Strategic Priorities and Development and Plan Updates:**
  - A. Marketing Plan/Strategy Update - Technology Park, Business Park, and Innovation Center: Cannon provided an update on community efforts to develop a brochure.
9. **Future Presentation to Council:** Clapper/Telfer provided an update on the obligation to/plan to present Technology Park Board/Innovation Center updates to the City Council. Clapper indicated the presentation is planned to occur with the community fiber updates. Clapper would like convene a special meeting of the three Boards (CDA, City Council, and Technology Park). Clapper and Cannon will develop a list of questions for the fiber expert (to be distributed to the Boards). The Board report would focus on the financials, current tenants/clients, and forecast for 2014/2015. Ehlen will prepare handouts in collaboration/consultation with Saubert.

**10. Capital Catalyst Fund Celebration Updates:** The CDA will host a reception at 2:00 pm on June 6th at the Innovation Center to celebrate the second round of Capital Catalyst funds. Speakers include Lisa Johnson, Robin Vos (invited), Richard Telfer, Reid Hall, Cameron Clapper, and Jeff Knight.

**11. Future Agenda Items:** Department of Workforce Development funding [Knight] on 26 June 2014, Brunner recommended a member of the Board should reach out to Jeff Hale to discuss relocating WCEDA to Whitewater (or invite Mr. Hale to a future Board meeting). Jeff Knight will also provide an update on Department of Workforce Development funding and/or partnership(s) for student/employee training at a future meeting.

**12. Adjourn to Closed Session** 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.

Gayhart/Clapper moved to convene in closed session. Telfer called for a roll call vote.

Sarah Bregant: Aye, Kevin Brunner: Aye, John Chenoweth: Aye, Cameron Clapper: Aye, Ronald "Bud" Gayhart: Aye, Jeff Knight: Aye, Jessica Menke: Aye, Richard Moyse: Aye, Nate Parrish: Aye, Crystal Singer: Aye, and Richard Telfer: Aye.

A. Update on Prospective Clients/Tenants: Ehlen, Gayhart, and Cannon provided an update on prospective clients/tenants for the Innovation Center and the Whitewater University Technology Park. Knight provided an update on potential CDA funding (\$10,000) to support market research, feasibility studies, and other WISC services.

B. Accelerator Update: Gayhart, Ehlen, and Cannon will provide an update at a future meeting.

Brunner/Moyse moved to reconvene in open session. Telfer called for a roll call vote.

Sarah Bregant: Aye, Kevin Brunner: Aye, John Chenoweth: Aye, Cameron Clapper: Aye, Ronald "Bud" Gayhart: Aye, Jeff Knight: Aye, Jessica Menke: Aye, Richard Moyse: Aye, Nate Parrish: Aye, Crystal Singer: Aye, and Richard Telfer: Aye. The Board reconvened in open session.

**13. Future Meeting Dates:** The summer 2014 meetings will occur from 8:00am to 10:00am on 26 June, 24 July, and 28 August.

**14. Adjournment:** The meeting was adjourned by consensus at 9:03am.

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