

## MINUTES

### Whitewater University Technology Park

#### Board of Directors Meeting

Wednesday, April 29, 2020

Whitewater University Technology Park Innovation Center

1221 Innovation Drive, Whitewater, WI 53190

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**PRESENT:** Dwight Watson, Cameron Clapper, John Chenoweth, Jeff Knight, Richard Moyse, Nate Parrish, Kevin Kaufman, Al Stanek, Crystal Singer, Carol Scovotti, Mark Johnson, Patrick Singer

**ABSENT:** None

**GUESTS:** Prof. Andrew Dahl, UWW Students; Taylor Brazell, Kailey Penn, Mathieu DuPont

1. **Call to Order:** With a quorum present, Clapper called the meeting to order at 8:00 am.
2. **Declaration of Conflict of Interest:** Clapper inquired if any board members had a conflict of interest to declare with any of the items on the meeting agenda. There were no conflicts of interest declared.
3. **CMU Project Presentation:** Professor Andy Dahl and UWW Student Taylor Brazell presented the findings of the Creative Marketing Unlimited market research project for the Technology Park and provided recommendations for identified industries and Site Selectors to be part of a targeted marketing campaign.
4. **Annual Elections of Officers:** In accordance with Tech Park By-Laws Sec. 4.01 the annual election of officers was held. Clapper called for nomination for Board President. Kaufman motioned to nominate Chancellor Watson to serve as President seconded by Stanek; motion carried. Watson called for nomination for Board Vice-President. P. Singer motioned to nominate Clapper to serve as Vice-President seconded by Scovotti; motion carried. Clapper called for nomination of Secretary and Treasurer. Scovotti motioned to nominate Chenoweth to serve as Secretary and Treasurer seconded by Kaufman; motion carried.
5. **Approval of February 26, 2020 Meeting Minutes:** Motion made by C. Singer to approve February 26, 2020 Meeting Minutes seconded by Chenoweth. Motion carried.
6. **Review/Acceptance of March 2020 Financial Report:** Motion made by Scovotti to approve the March 2020 Financial Report seconded by C. Singer. Motion carried.
7. **Review/Acceptance of Director's Report & Executive Update:** Johnson provided updates on Innovation Center and impact of COVID-19 pandemic on operations and client companies.
8. **MOUs Review:** Johnson presented red-lined copies of the UWW and CDA MOUs with Tech Park review and comment. Both MOUs have been reviewed by legal prior to board meeting. Chenoweth motioned that both MOUs be accepted as presented seconded by Watson; motion carried. MOUs will be routed for final signatures.

9. **Board Member Rotations:** Knight and C. Singer are due to rotate out. Due to COVID-19 the April common Council meeting has been postponed. Clapper will confer with Common Council President Patrick Singer and make recommendations on replacement board members to be appointed at next Common Council meeting.
10. **Committee Updates:** Johnson gave updates on Tenancy & Rents Review and Budget Review Sub-Committee meetings. Both committee's meetings will be held just prior to future Tech Park Board meetings. Tenancy & Rents Review Committee is being served by members Parish, Scovotti, Moyse, Chenoweth, and Stanek. Budget Review Committee is being served by members Kaufman, C. Singer, Stanek, Knight, and P. Singer.
11. **Future Agenda Items:**
  1. Budget Review
  2. Implementation of CMU Project next step recommendations. Watson, Clapper, and Johnson to discuss and bring back recommendations to the board.
  3. IC Companies showcased at board meetings to share progress and benefits derived from Innovation center and Incubation Program.
12. **Meeting Schedule:** Unless otherwise required, the next meeting shall be Wednesday June 24, 2020.
13. **Meeting Adjourned:** Moyse motioned to adjourn the meeting seconded by Scovotti; motion carried and the meeting adjourned at 9:23 a.m.

Respectfully submitted,

Mark Johnson