

Whitewater University Technology Park Board
Whitewater Innovation Center
1221 Innovation Drive
Whitewater, WI 53190
Minutes for April 13, 2011

1. Call to Order.

The meeting was called to order at 8:00 am by Vice President Stewart. Members present: Jeff Knight, Peter Zaballos, Kevin Brunner, Jim Stewart, and John Chenoweth. Absent: Ronald Gayhart and Richard Telfer. Others present: Gary Lengyel, Denise Ehlen, Gary Albrecht and Mike Vanden Bosch.

2. Approval of Minutes from February 23rd and March 16th 2011 Meeting.

It was moved by Zaballos and seconded by Chenoweth to approve these minutes as read. Approved.

3. Report from Gary Albrecht.

CESA2 Director Gary Albrecht reported that CESA2 is very pleased with the building. He and his staff have no major issues. He indicated that he would be having a grand opening for CESA2 and its clients in late May. Albrecht also mentioned that he wants to develop more connections with the University, particularly with technology and education.

4. Report from Interim Innovation Manager Gary Lengyel.

Lengyel reported about a number of building updates. The planned AV equipment to be installed in the main conference room is on order and will be installed in mid May. Also the internet and final wiring for the building is currently being priced and also will be completed in May. Lengyel also indicated that he is involved with the Planning Committee for the dedication which has been scheduled for May 5th.

5. Facility Update.

The necessary IC infrastructure and telecommunications work was discussed. The need for the development of a RFP for tenant electrical services was discussed as well (to be solicited from FP&M and local firms). Also under this item, the Board felt that it was desirous to have potential furniture and equipment layouts for the available suites be done by a preferred vendor. Brunner indicated that he would approach both Emmons and Target Interiors to provide those potential layouts.

Regarding the build out of the labs, Brunner and Ehlen explained current spacing as well as two potential lease rates; 1) if tenants want to build out and 2) if total build out is included in the lease.

6. Report from Tenancy and Entrepreneurship Committee

There was an extensive report from the Tenancy and Entrepreneurship Committee.

1) Launchpad. It was reported that up to seven student entrepreneurs would be provided space at the Innovation Center. Three months rent will be provided plus business incubation services and one-on-one consulting and training services.

2) Innovation Center IHub. This fellowship and mentor grant program is expected to start up on

or about May 15th. It was noted here that there was a financial commitment from the University to develop and fund these services over and above the MOU services that will be provided by the University.

3) Marketing. It was reported that marketing materials are being produced and will be available to prospective tenants in the next several weeks.

4) Tenant Recruitment.

It was moved by Knight, seconded by Stewart, to appoint Peter Zaballos as liaison from the Board and the Tenancy Entrepreneurship Committee to review exceptions to the standard lease agreement that has been developed.

5) Updated Sources and Use Statement.

The updated Sources and Use Statement was not presented but will be updated and presented at the next meeting.

7. MOU between Tech Park Board and UW-Whitewater.

Brunner indicated that a draft has been developed by City Attorney McDonell, however, there will need to be subsequent meetings between Chancellor Telfer, Ehlen and Brunner to discuss and refine this agreement further. It is anticipated that this MOU will be ready for consideration and possible approval by the Board at its next meeting.

8. May 5th Dedication and Open House.

The Committee reported that planning for the dedication and open house on May 5th is going well. It was decided that Governor Walker should be invited to attend even though Commerce Secretary Jadin has confirmed as one of our guest speakers. In addition, an invitation will be extended to the EDA to send a representative to speak at the dedication as well.

The open house will precede the dedication, which has been scheduled for 11:00 am. The open house will be from approximately 9:00 am to 11:00 am.

9. Future Agenda Items.

Members requested that the following items be discussed at the next meeting of the Board.

- 1) Speaker Series
- 2) Progress on MOU between Tech Park Board and UW-Whitewater as well as the master MOU between the City/CDA and Tech Park Board
- 3) Updated Sources and Use Statement
- 4) Financial report on first three months operations of the Center

10. Adjournment.

It was then moved by Zaballos, seconded by Brunner, to adjourn. The meeting adjourned at 9:25 am.

Respectfully Submitted,

Kevin Brunner, Secretary