

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

1. Call to Order.

The meeting was called to order at 8:00 a.m. by President Telfer. Members present: Jeff Knight, Peter Zaballos, Kevin Brunner, Richard Telfer, Ronald Gayhart, Jim Stewart and John Chenoweth. Absent: None. Others present: Gary Lengyel, Denise Ehlen and Jim Caldwell.

2. Approval of Minutes from June 15, 2011 Meeting.

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

3. Report from Gary Albrecht.

CESA 2 Director Gary Albrecht is on vacation and did not attend the meeting.

4. Report from Interim Innovation Manager Gary Lengyel.

Lengyel reported that the facility management document is complete. This is not intended to be a complete maintenance guide but to provide enough detailed building information for daily management of the various building systems.

Lengyel also reported on a variety of building related issues including items he is working with Cliff Goodhart and J. P. Cullen on resolving.

5. WisNet Legislation.

Telfer gave a brief update on the final action taken by the State legislature with regard to WisNet. WisNet will be continuing until at least July of 2013. It is to be determined how potential changes will affect the University and the public tenants at the Innovation Center.

6. Building Usage Policy.

Lengyel reported that he and the Tenancy and Entrepreneurship Committee are finalizing a building usage policy and it should be ready for Board consideration at its next meeting.

7. Tech Park/Building Signage.

Brunner indicated that the two main Tech Park signs that were previously approved by the Board will be installed in the next several weeks. He is also working on a final design for the Innovation Center signage which will include a listing of CESA 2 because of its long term tenancy.

8. Lab Construction Update.

Brunner gave an update on the construction of the lab build out. McGill Construction has been awarded the general construction contract with all the other prime contractors continuing from the original construction of the building. A preconstruction meeting was held on July 7th and it is anticipated that McGill will begin construction this week with an October 1st targeted completion date.

Telfer indicated that the University will lease two labs and will be ready to move into those labs upon completion of the construction.

After discussion, the Board indicated that it would like to implement a policy that the University should inform the Board about tenants/uses in advance of their using a space in the building.

Brunner also noted that the Johnson display for the front lobby was being completed and should be installed in the next week. Johnson Controls is paying for the entire cost of the display with the architectural design work cost being split by the University and the City.

9. Approve Operating Budget.

The operating budget is not quite ready for Board approval. However, it will be presented at the August meeting.

10. Update from the Tenancy and Entrepreneurship Committee.

Ehlen reported that as previously noted the Committee is working on finalizing the Building Usage Policy and is working on both the Launch Pad and iHub projects.

11. iHub Update.

Ehlen reported that there still needs to be some wiring done for the iHub suite and that she anticipates moving in of some faculty and students in the near future.

During this discussion the Board asked that Lengyel start a log of all contacts made about the Innovation Center as well as the status of those contacts.

12. Convene to Closed Executive Session.

It was moved by Chenoweth, seconded by Zaballos to convene to closed executive session pursuant to Wisconsin State Statutes 19.85 (1) (c) to consider employment, promotion, compensation or performance evaluation data over any public employee over which the governmental body has jurisdiction or exercises responsibility and (e) to deliberate or negotiate the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or collective bargaining reasons require a closed session. AYES: Brunner, Knight, Chenoweth, Gayhart, Telfer, Stewart, Zaballos. NOES: None. ABSENT: None. The meeting was convened to closed executive session at approximately 9:07 a.m.

During the closed executive session the permanent Innovation Center manager position and its roles and responsibilities and reporting was extensively discussed. In addition, the marketing of the Tech Park was discussed and the Board decided to solicit an RFP for the marketing of both the Tech Park and the Business Park in the future.

It was then moved by Knight, seconded by Zaballos to reconvene to open session. AYES: Brunner, Knight, Chenoweth, Gayhart, Telfer, Stewart, Zaballos. NOES: None. ABSENT: None. The meeting reconvened at 10:07 a.m.

13. Future Agenda Items.

It was noted that the Building Usage Policy and Budget need to be approved at the next meeting. In addition, it was noted that a long term MOU between the City, CDA and University needs to be negotiated and that this should be a top priority over the next several months.

14. Future Meetings.

The Board set the following dates for its future Meetings: August 16, September 14, October 12, November 9, and December 14 in 2011. In 2012 the meetings will be held on January 11,

February 8, March 14, April 11, May 9, June 13 and July 11. All meetings will be held at the Whitewater Innovation Center beginning at 8:00 a.m.

15. Adjournment.

It was then moved by Knight, seconded by Stewart to adjourn. The meeting adjourned at 10:13 a.m.

Respectfully Submitted,

Kevin Brunner, Secretary