

**CENTER AT TRIANGLE PARK, INC.**  
**BOARD OF DIRECTORS**  
**Minutes of May 25, 2023**

**BOARD OF DIRECTORS PARTICIPATING:**

Dean, Russell, Town Manager, Exeter , <i>Chair</i>	Hilchey, Susan, Director of HR, SAU #25
Stacey, Cathy Ann, Reg of Deeds, Rockingham Cnty, <i>Vice Chair</i>	Rossner, Daniel, Bus Admin, SAU #48
Clark, Michelle, Bus Admin, SAU #66	Sheing, Jill, HR/Payroll Coord, Strafford Cnty
Codling, Brigitte, Town Manager, Haverhill	Trahan, Sarah, Teacher, Winnacunnet H. Sch
Dunn, Scott, Town Admin, Gilford,	

**BOARD MEMBERS UNABLE TO PARTICIPATE:**

Ford, Duane, Bus Admin, SAU #67	Rapp, Brian, Deputy Chief, Claremont Fire Dept
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**STAFF PARTICIPATING:**

Herrick, Jeanne, General Counsel	Saucier, Pamela Executive Assistant
Nareau, Theresa, Compliance, Risk & Control Officer	Tsiopras, George, Chief Financial Officer
Parker, Wendy, Executive Director	

Russell Dean opened the meeting at 9:01 a.m.

**Minutes of the March 28, 2023 CTP Board of Directors Meeting**

Russell Dean asked if Board members had reviewed the minutes of March 28, 2023 and did they have any revisions. None were made.

**MOTION** by Cathy Ann Stacey, seconded by Michelle Clark, to accept the minutes of the March 28, 2023 Center at Triangle Park (CTP) Board of Directors meeting.

**MOTION** carried unanimously.

**Financials FY2023 Year-to-Date through April 30, 2023**

Chair Russell Dean invited George Tsiopras to review the FY2023 year-to-date financials. Mr. Tsiopras reviewed the financials through April 2023, in detail. He offered to answer any questions. Discussion and questions ensued around capital reserve and net position.

**MOTION** by Michelle Clark, seconded by Brigitte Codling, to accept the FY2023 Year-to-Date financials through April 30 2023, as presented, with appreciation.

**MOTION** carried unanimously.

**Facility Management Report**

George Tsiopras reported that quotes were being gathered for parking lot crack-fill repair, as well as carpet replacements in some older sections of the building. He gave a rental space update and reported that FEMA entered into an agreement to rent space for 1 year, with a 6 month minimum, at a fixed rate per sq/ft. NHASP office space would be available in July 2023 as they will not be renewing their lease.

**Other Business**

There was no additional business to discuss.

**MOTION** by Cathy Ann Stacey, seconded by Michelle Clark, to adjourn the meeting.

**MOTION** passed unanimously at 9:16 a.m.

Respectfully submitted,

A handwritten signature in black ink, reading "Pamela L. Saucier". The signature is written in a cursive style with a large, looped "S" at the end.

Pamela Saucier, HealthTrust Executive Assistant