

**Leon County Research and Development Authority**  
**Board of Governors Meeting**  
Collins Building  
2051 East Paul Dirac Drive  
Tallahassee, FL 32310

February 2, 2023  
11:00am to 1:00pm

**Minutes**

**Members in Attendance In-Person:** Kevin Graham, Brain Bautista, Ray Bye, Christian Caban, John Dailey, Eric Holmes, Anne Longman, Kimberly Moore, Dave Ramsay.

**Members in Attendance by Electronic Means:** None.

**Members Not in Attendance:** Tom Allen, Shawnta Friday-Stroud.

**Guests:** Allie Richards, Aide to Commissioner Christian Caban; Stephanie Shoulet, NAI Talcor; Michael Kramer, Bill Lickson, Ayne Markos, Peggy Bielby, LCRDA Staff.

**1. Call to Order**

Chair Kevin Graham called the meeting to order at 11:05am.

**2. Introduction of Guests**

All present introduced themselves.

**3. Approval of Participation by Electronic Means**

As a quorum was present in person no approval was needed.

**4. Modifications to the Agenda**

Approval of replacing John Reddick with Dylan Haase as a member of the Development Review Committee was added to the consent agenda.

**5. Public Comment**

None.

**6. Approval of Draft Meeting Minutes, October 6, 2022**

*John Dailey offered a motion to approve the meeting minutes. Kimberly Moore seconded the motion which passed unanimously.*

**7. Consent Agenda**

- a. In accordance with the requirements of Bylaws Article II, Chair Kevin Graham requests a vote that would allow him to be considered for a third term as Chair.
- b. Letter to FSU, FAMU, TCC, Leon County re: Optimal Structure
- c. Development Review Committee Report – November 8, 2022

- d. Audit Committee Report – November 14, 2022
- e. Executive Committee Report – January 18, 2023
- f. Investment Reports
  - i. September 2022
  - ii. October 2022
  - iii. November 2022
  - iv. December 2022
- g. Dylan Hasse will replace John Reddick on the Development Review Committee.

~END OF CONSENT AGENDA~

*John Dailey offered a motion to approve the consent agenda items. Brian Bautista seconded the motion which passed unanimously.*

**8. Treasurer’s Report—David Ramsay**

- a. Treasurer’s Summary Report
- b. Monthly Financial Reports:
  - i. September 2022
  - ii. October 2022
  - iii. November 2022
  - iv. December 2022

Treasurer David Ramsay presented his report to the Board and supporting financial reports.

*Kimberly Moore offered a motion to approve and accept the Treasurer’s Report. Eric Holmes seconded the motion which passed unanimously.*

**9. Approval for staff to pursue grants and other opportunities – Michael Kramer**

Staff requests approval to negotiate and/or execute the following actions: Membership Agreements, Subtenant leases, grant requests, TI expenditures up to budgeted limits, and the waiving of pre-employment drug testing.

*John Dailey offered a motion to approve the request. Dave Ramsay seconded the motion which passed unanimously.*

**10. TechGrant Applicants’ Geographic Scope – Bill Lickson**

Executive Committee requests ratification of its decision to authorize staff to set the geographic scope of applicants for TechGrant 2023 and to include free space in the award. The 2022 application limits applicants to companies based in Leon County.

*John Dailey offered a motion to approve the request. Anne Longman seconded the motion which passed unanimously.*

**11. NFIL Update and Innovation Park TLH Board discussion – Bill Lickson**

Bill Lickson noted the Board of Governors previously voted to expand the number of Innovation Park TLH (IPTLH) d/b/a North Florida Innovation Labs Board of Directors from three to seven. He recommended that the LCRDA have the majority of appointments to the nonprofit and appoint four of the seven directors: the LCRDA Board of Governors will appoint one current Board of Governors member to the IPTLH Board of Directors, and three additional community members. The IPTLH Board of Directors will then appoint the remaining three directors. The IPTLH Board of Directors meetings will alternate months with the LCRDA Board of Governors meetings.

*Dave Ramsay offered a motion approving the recommendation. John Dailey seconded the motion which passed unanimously.*

*Dave Ramsay offered a motion that the LCRDA Board of Governors Chair make the appointments to the IPTLH Board of Directors without further action from the Board of Governors. Brian Bautista seconded the motion which passed unanimously.*

## **12. Chair's Report**

Kevin Graham asked each Board member to individually reach out to Michael Kramer and share thoughts about tools and opportunities for the path forward as discussed.

## **13. Staff Reports**

Director of Finance and Administration Ayne Markos reported on the status of the EDA grant reimbursement and budget.

Director of North Florida Innovation Labs Bill Lickson reviewed the construction progress and timelines, as well as grant proposals and government relations and outreach. The newly renovated space at Collins Building is being branded as the Idea Lab at Innovation Park, with a ribbon cutting on Feb. 23, 2023.

At 12:26pm the meeting recessed for eight minutes so that the Board of Governors could tour the newly renovated space in the Collins Building. During this brief tour no discussion of issues related to Innovation Park took place. The meeting reconvened at 12:33pm.

## **14. Adjourn**

The meeting was adjourned at 12:40pm.