

**New Mexico Bioscience Authority (BSA) Board of Directors**

**Regular Meeting**

**March 20, 2020 11:30 AM – 1:00 PM**

317 Commercial St. NE, Suite 311

Albuquerque, NM

**Meeting Minutes**

**Present:** Richard Larson (Chair), Greg Byrnes, David Bushman, Dale Dekker, Suzanne Quillen, Stuart Rose, Jennifer Gifford, Thomas Kieft, Christos Christodoulou, Sheryl Arivzu

**Absent:** Immo Hansen, Myrriah Tomar, Ken Prokuski

**Others Present:** Ryan Cangioli, Sue Prelozni

#	Agenda Items	Board Actions
1.	Call to Order and Confirmation of Quorum	The Board Secretary called the meeting to order at 11:36 AM via a Zoom teleconference call. A quorum was confirmed.
2.	Approval of Annual Board Meeting Minutes	The Chair asked if there were corrections or amendments to the minutes from the previous Annual board meeting January 17, 2020  <b>MOTION by</b> Christos Christodoulou <i>Move to approve the minutes of the January 17, 2020 Annual Board meeting.</i> Seconded by Stuart Rose and carried without dissent.
3.	Approval of Previous BOD Meeting Minutes	The Secretary asked if there were corrections or amendments to the minutes from the previous board meeting February 21, 2020  <b>MOTION by</b> Dale Dekker <i>Move to approve the minutes of the February 21, 2020 regular board meeting.</i> Seconded by Christos Christodoulou and carried without dissent.
4.	Chairs Administrative/Executive Committee Report	The Chair advised the following: 1. He identified the top priorities of the NMBSA as being the Community Readiness program, the Direct Investment Fund and a consolidated economic and incentive

		<p>package for potential companies which are considering expanding or relocating to New Mexico.</p> <p>2. He also advised that the COVID 19 pandemic and resultant handling of related issues are consuming his and his staff's focus at Health Sciences Center. He gave an update regarding potential drugs in clinical trials in France, Austria and China as having positive results for treatment and reduction of the presence of the virus in patients' blood.</p>
5.	Executive Director Report	<p>Sue Prelozni gave an update on the following:</p> <ol style="list-style-type: none"> <li>1. Acceptance of Sterling Nichols to fill the program specialist/admin position</li> <li>2. Community Readiness event in Las Cruces was postponed; and Clovis has begun their scoring for the CR program.</li> <li>3. Review quotes of D&amp;O insurance – provided background information</li> <li>4. Will follow up with committee chairs regarding meeting dates for subsequent meetings.</li> </ol>
6.	Review of D&O Insurance quotes	<p>Board members Christo Christodoulou and Stuart Rose asked that the ED get more information about the quote from HUB agency regarding their quote from carrier Scottsdale Indemnity regarding what the policy covers compared to the other quotes.</p> <p><b>MOTION by Stuart Rose</b> <i>Move to have two board members, the Chair and David Bushman, review the final details of the policy with the ED, and based upon their decision, move forward with the quote. Seconded by David Bushman and carried without dissention.</i></p>
7.	Review Signature Authorization Policy Proposal	<p>The Chair described the basics of the proposal to give the executive director purchasing authority of up to \$1500 for expenses. The other provisions of the current signature authority matrix would not change.</p> <p><b>MOTION by Stuart Rose</b> <i>Move to approve the proposal to give the ED the authority to purchase items up to \$1500. Seconded by Suzanne Quillen and carried without dissention.</i></p>
8.	Strategic Plan Update	<p>The Chair reviewed the updates made to the strategic plan based upon BOD member input from the prior board meeting. He asked board members for their consenting response on the current version of the strategic plan via an email and if there are dissentions, that they describe their proposed changes. This is due before the next BOD meeting.</p>
9.	Update on Direct Investment Fund	<p>The Chair advised that NMBSA staff are preparing a power-point presentation on the DIF and bioscience growth centers as relates to the Community Readiness program for review</p>

		at the next BOD meeting. This carries over from the February BOD meeting directive to expand on the education and build awareness of the State legislature on SB 61.
10.	Partnership Committee Report	<p>Committee Chair Dale Dekker gave an update and identified these goals:</p> <ol style="list-style-type: none"> <li>1. BOD members reach out to their respective contacts in economic development and discuss the NMBSA</li> <li>2. Develop marketing materials to create awareness of the NMBSA and the Community Readiness program</li> </ol>
11.	Real Estate Committee Reports	<p>Committee Chair Greg Byrnes gave an update and identified these items:</p> <ol style="list-style-type: none"> <li>1. Rio Rancho Health Village project bodes well for bioscience development</li> <li>2. BIO Int'l convention in June is under review.</li> <li>3. Site Selection magazine featuring NM BIO, NMBSA, et al would be delayed to the June issue</li> <li>4. The BIO State Council meeting has been moved from Santa Fe to Washington DC, due to another meeting cancellation which left BIO responsible for a financial commitment.</li> </ol>
12.	Adjournment	Meeting adjourned a 12:35 pm

Respectfully submitted by Sue A Prelozni.