

Regular Meeting of the LITE Commission
Louisiana Immersive Technologies Enterprise
537 Cajundome Blvd., Executive Conference Room
Lafayette, LA 70506

May 28, 2015 – 3:00 p.m.
MINUTES

Tom Cox, Secretary/Treasurer, called the meeting to order at 3:03 p.m. – Roll Call

Commission Members:

Present:

Tom Cox
Dr. Mark Zappi
Dr. Azmy Ackleh
Doug Menefee
Don Briggs
Jason El Koubi

Absent:

Dr. Paula Carson

A quorum of members was present the meeting was called to order by Tom Cox, Secretary/Treasurer.

Others present:

Erin Marietta, COO
Steve Oats, Legal Counsel
Katherine Small, Accounting/Purchasing Coordinator
Melanie LeMaire, Facilities Manager
Dr. Ramesh Kolluru, UL Lafayette, VP Research
Dr. Henry Chu, UL Lafayette, Executive Director of the Informatics Research Institute
Lauren Bostic, Business Development Manager
Skyra Rideaux, Events & Public Relations Manager

Meeting Minutes

1. Motion: To approve the March 19, 2015 regular meeting minutes and the May 7, 2015 special meeting minutes.

- A. Motion by: Doug Menefee
- B. Second: Azmy Ackleh
- C. Vote: Ayes-Unanimous Nays: None

Finance Committee

2. Motion: To approve financial statements for February 2015 and March 2015 as recommended by the Finance & Budget Committee.

- A. Motion by: Azmy Ackleh
- B. Second: Jason El Koubi
- C. Vote: Ayes-Unanimous Nays: None

3. Motion: To approve the 2015 – 2016 budget as recommended by the Finance & Budget Committee.

- A. Motion by: Azmy Ackleh
- B. Second: Jason El Koubi
- C. Vote: Ayes-Unanimous Nays: None

4. Motion: To approve giving Jason El Koubi check signing authority and remove Paula Carson.

- A. Motion by: Mark Zappi
- B. Second: Doug Menefee
- C. Vote: Ayes-Unanimous Nays: None

Miscellaneous

5. Motion: All routine NDA's are not presented to the Commission and any unique NDA's will be sent to the Commission for review. If conflict arises the NDA will be presented to the Commission for approval.

- A. Motion by: Mark Zappi
- B. Second: Doug Menefee
- C. Vote: Ayes-Unanimous Nays: None

6. Motion: To approve all statements of work for project contracts with a value over \$10,001 will need to approval of the Commission.

- A. Motion by: Doug Menefee
- B. Second: Azmy Ackleh
- C. Vote: Ayes-Unanimous Nays: None

7. Motion: To approve delegate authority to Erin Marietta to approve AIE's revised lease with legal's recommendation.

- A. Motion by: Jason El Koubi
- B. Second: Doug Menefee
- C. Vote: Ayes-Unanimous Nays: None

8. Motion: To approve both LEDA leases as presented.

- A. Motion by: Doug Menefee
- B. Second: Jason El Koubi
- C. Vote: Ayes-Unanimous Nays: None

9. Motion: To approve both Rader Solutions lease as finalized by legal to begin July 1, 2015.

- A. Motion by: Doug Menefee
- B. Second: Don Briggs
- C. Vote: Ayes-Unanimous Nays: None

The next meeting is scheduled for Thursday, June 25, 2015 at 3:00 p.m. at LITE, Executive Conference Room.

Adjournment

Being no further business, the meeting adjourned at 4:51 p.m.

Approved:

A handwritten signature in black ink, consisting of a large, stylized 'M' followed by a 'G'.

Secretary/Treasurer
LITE Commission