

APPROVED



## MassVentures

# Minutes

## MassVentures Board Meeting

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### **Date and Time**

Thursday October 15, 2020 at 8:00 AM

### **Location**

Pursuant to Governor Baker's March 12, 2020 Order Suspending Certain Provisions of the Open Meeting Law, G.L. c. 30A, §18, and the Governor's March 15, 2020 Order concerning imposition on strict limitations on the number of people that may gather in one place, meetings of the MassVentures Board of Directors and Committees will be conducted via remote participation to the greatest extent possible. We will strive to provide access to such meetings via a link to call in, or other similar option. These links can be found in the agenda, which will be published at least 48 hours in advance of the meeting.

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Phone: (301) 715 8592

Meeting ID: 861-7108-9018

Password: 2177

<https://us02web.zoom.us/j/86171089018?pwd=aJLMnRHMDhwU3ozazFiYkNmRWJGZz09>

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### **Directors Present**

A. Stolba (remote), C. Bouthot (remote), C. Stepno (remote), D. Cox (remote), J. O'Reilly (remote), J. Turner (remote), M. Attia (remote), M. James (remote), N. Collins (remote), R. Jarquin (remote), W. Asher (remote)

### **Directors Absent**

*None*

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## Guests Present

C. Hipwood (remote), J. Allen (remote), J. Madison (remote), P. Yadav (remote), V. Nijhawan (remote)

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## I. Opening Items

### A. Call the Meeting to Order

D. Cox called a meeting of the board of directors of MassVentures to order on Thursday Oct 15, 2020 at 8:02 AM.

### B. Roll Call Attendance

## II. Compensation Committee Report

### A. Minutes of the Compensation Committee

C. Stepno made a motion to approve the minutes from MassVentures FY 2020 Compensation Committee on 10-13-20.

W. Asher seconded the motion.

Mr. Cox explained the process and purpose of the Compensation Committee.

The board **VOTED** to approve the motion.

#### Roll Call

C. Stepno Aye

C. Bouthot Abstain

N. Collins Aye

J. Turner Abstain

A. Stolba Abstain

M. Attia Abstain

W. Asher Aye

D. Cox Aye

R. Jarquin Aye

J. O'Reilly Abstain

M. James Aye

## III. Audit Committee Report

### A. Minutes of the Audit Committee Meeting

J. O'Reilly made a motion to approve the minutes from MassVentures FY 2020 Audit Committee on 10-14-20.

A. Stolba seconded the motion.

Ms. O'Reilly explained the process and purpose of the Audit Committee. She also noted there were no major findings by the Auditors.

The board **VOTED** to approve the motion.

**Roll Call**

M. James Abstain  
C. Bouthot Abstain  
D. Cox Abstain  
N. Collins Abstain  
J. O'Reilly Aye  
R. Jarquin Abstain  
M. Attia Aye  
C. Stepno Abstain  
W. Asher Abstain  
J. Turner Aye  
A. Stolba Aye

**IV. Minutes and Pre-Investment Action Sheets**

**A. Approve Minutes**

C. Stepno made a motion to approve the minutes from MassVentures Board Meeting on 09-10-20.

W. Asher seconded the motion.

The board **VOTED** unanimously to approve the motion.

**B. Approve Pre-Investment Action Sheet - Kytopen Amendment**

W. Asher made a motion to Approve the amended pre-investment action sheet for Kytopen.

N. Collins seconded the motion.

The board **VOTED** unanimously to approve the motion.

**V. Financial Matters**

**A. Treasurer's Report**

Mr. Madison presented the July 2020 Treasurer's report.

C. Stepno made a motion to Approve the Treasurer's Report for July 2020.

R. Jarquin seconded the motion.

The board **VOTED** unanimously to approve the motion.

**B. Updated Budget**

Mr. Hipwood presented an updated budget for fiscal year 2021 based on several changes since the original FY 2021 budget was passed at the May 2020 board meeting. Mr. Hipwood noted that MassVentures hired two employees (Mr. Nijhawan and Ms. Yadav) and added income generating programs for MassCEC Catalyst, MLSC Seed Fund, and MALSI+. Mr. Hipwood also noted that MassVentures was awarded a grant from EDA to expand the START program. An updated budget was presented with these additions and

Mr. Hipwood noted the net change was an expected improvement in net operating expense of approximately \$80,000.

J. Turner made a motion to Approve the updated budget for FY 2021.

J. O'Reilly seconded the motion.

The board **VOTED** unanimously to approve the motion.

## **VI. 2021 Meeting Schedule**

### **A. Approve Meeting Schedule**

J. O'Reilly made a motion to Approve the calendar year 2021 Board meeting schedule for MassVentures.

C. Stepno seconded the motion.

The board **VOTED** unanimously to approve the motion.

## **VII. Executive Session**

### **A. Roll Call Vote to Enter Executive Session**

D. Cox made a motion to Enter Executive session to discuss confidential financial matters of MassVentures' portfolio companies and prospects.

C. Bouthot seconded the motion.

The board **VOTED** to approve the motion.

#### **Roll Call**

M. James Aye

M. Attia Aye

W. Asher Aye

N. Collins Aye

C. Bouthot Aye

R. Jarquin Aye

A. Stolba Aye

D. Cox Aye

C. Stepno Aye

J. O'Reilly Aye

J. Turner Aye

### **B. Update on QDTI**

Mr. Allen provided an update on potential new investment for QDTI.

### **C. Preview - Concerto and Hosta**

Mr. Nijhawan presented an preview of Concerto Biosciences and Mr. Allen presented a preview of Hosta Labs. After discussion, it was determined that both opportunities merited deeper due diligence for potential investment.

### **D.**

### **Pipeline Report**

Mr. Allen gave an overview of new opportunities added to the deal pipeline.

### **E. Portfolio Update**

Mr. Hipwood and Mr. Allen provided an update on MassVentures' portfolio companies.

### **F. Roll Call Vote to Return to Open Session**

W. Asher made a motion to End executive session and return to open session.

C. Stepno seconded the motion.

The board **VOTED** to approve the motion.

#### **Roll Call**

R. Jarquin Aye

N. Collins Absent

C. Bouthot Aye

M. James Aye

M. Attia Absent

W. Asher Aye

A. Stolba Aye

C. Stepno Aye

J. O'Reilly Aye

D. Cox Absent

J. Turner Aye

## **VIII. President's Report**

### **A. General Update**

Mr. Hipwood gave an update of the operations at MassVentures. He noted that everyone is eager to return to the office.

### **B. START Update**

### **C. MLSC Seed Fund Update**

### **D. MassCEC Catalyst Update**

### **E. New Venture Showcase**

### **F. Marketing/Messaging Update**

### **G. Update on Conflict of Interest Training**

## **IX. Closing Items**

### **A.**

**Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 9:23 AM.

Respectfully Submitted,  
W. Asher