

MEMORANDUM

DATE: January 21, 2005

**TO: Chairman & Members -- Small Business Loan Fund Corporation
Thomas V. Moses, Esquire -- Legal Counsel**

FROM: Alicia A. Pomfret -- Assistant Financial Analyst

RE: Scheduled Meeting -- Thursday, January 27, 2005

The next scheduled meeting of the Small Business Loan Fund Corporation will be held on Thursday, January 27, 2005. The meeting will be held at our offices at One West Exchange Street, Providence, and will begin at 9:30 a.m.

Enclosed are the agenda and supporting materials. If you are unable to attend please contact me at 222-2601, ext. 128, or via email: apomfret@riedc.com.

Thank you.

NOTE: Meeting place accessible to mobility impaired. Individuals

requesting interpreter services for the hearing impaired must notify the Corporation at 222-2601, 48 hours in advance of the meeting date.

**cc: Earl F. Queenan
Anthony Scolavino
Philomena Teixeira**

**POST: Rhode Island Economic Development Corporation
The Electronic Town Crier – Secretary of State Online**

Agenda

**Small Business Loan Fund Corporation
One West Exchange Street, 5th Floor, Providence, Rhode Island
Thursday, January 27, 2005 at 9:30 a.m.**

Call to Order: The Chairman

I. PUBLIC SESSION:

**1. To consider Adoption of the Minutes of the Meeting of the Board of Directors held on
December 9, 2004.**

- 2. To consider maintaining the Minutes of the Executive Session portions of the December 9, 2004 Meeting as Confidential.**
- 3. Report of Cash Position as of December 31, 2004**
- 4. Report of Portfolio Activity and Watch List as Of December 31, 2004**
- 5. Report of Recommended Loan Charge Offs**
- 6. To discuss such other business as may properly come before the Board.**

II. EXECUTIVE SESSION: (The following announcement is to be made in the public session):

A portion of the meeting will be held in Executive Session to consider and take appropriate action on such matters as permitted by subsection (5) (acquisition or lease of real property for public purposes or disposition of publicly held property), subsection (6) (location of prospective businesses in Rhode Island), or subsection (7) (investment of public funds) of Rhode Island General Laws, Section 42-46-5(a), the Open Meeting Law. The Chairman entertains a motion to adjourn to Executive Session. An affirmative vote of a majority of the members is required.

1. Loan requests for consideration:

A. Andera, Inc.

B. Business Innovation Factory

2. To discuss such other business as may properly come before the Board.

III. RETURN TO PUBLIC SESSION: (motion and recorded vote)

1. Disclosure of votes taken during executive session.

Call to Adjournment: The Chairman

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