NEW JERSEY ECONOMIC DEVELOPMENT AUTHORITY
February 10, 2004

MINUTES OF THE MEETING

Members of the Authority present: Al Koepppe, Chairman; Joseph Grossi representing the Chief Executive Officer of the NJ Commerce and Economic Growth Commission; Daniel Levine representing the State Treasurer; Joe Latoo representing the Commissioner of the Department of Labor; Michael Sheridan representing the Commissioner of the Department of Banking and Insurance; Bernie Piaia representing the Commissioner of Education; Thomas Wilson, Jack Kocsis, Jr, and Joseph McNamara; Public Members; and Rodney Sadler, non-voting member.

Absent from the meeting: Tonio Burgos, Vice Chair; Ciro Scaler and Joan Verplanck, Public Members; and Steven Denholtz, Eugene Keyek, and Dennis Shah; Alternate Public Members.

Also present: Caren S. Franzini, Chief Executive Officer of the Authority; bond counsel for the Authority; Bette Renaud, Deputy Attorney General, visitors, and guests.

Chairman Koepppe called the meeting to order at 10:18 am.

Pursuant to the Internal Revenue Code of 1986, Ms. Franzini announced that this was a public hearing and comments are invited on any Private Activity bond projects presented today.

In accordance with the Open Public Meetings Act, Ms. Franzini announced that notice of this meeting has been sent to the Star Ledger and the Trenton Times at least 48 hours prior to the meeting, and that a meeting notice has been duly posted on the Secretary of State’s bulletin board at the State House.

MINUTES OF AUTHORITY MEETING

The first item of business was the approval of the January 6, 2004 Special Meeting minutes of the Board and with the amendment that the EDA resolution on Camden Riversharks is consistent with the Camden ERB resolution. A motion was made to approve the minutes with amendment by Mr. Piaia, seconded by Mr. Latoo and was approved by the 9 Members present.

The next item of business was the approval of the January 13, 2004 meeting minutes of the Board. A motion was made to approve the minutes by Mr. Piaia, seconded by Mr. Wilson and was approved by the 9 Members present.
The next item was the presentation of the Chief Executive Officer’s Monthly Report to the Board.
(For Informational Purposes Only)

BOND RESOLUTIONS

PROJECT: JACEA, LLC for the benefit of Belfer Group Incorporated and Lighting World Inc
LOCATION: Howell Twp./Monmouth County BUSINESS: Mfr. of lighting products
PROCEEDS FOR: bldg. acqui. & renov./equip. purch.
FINANCING: $3,600,000 Tax-exempt Bond
MOTION TO APPROVE: Mr. Grossi SECOND: Mr. Wilson AYES: 9
RESOLUTION ATTACHED AND MARKED EXHIBIT 1

PROJECT: JVG Properties, LLC for the benefit of Citroil Enterprise and East Coast Flavors, Inc.
LOCATION: Carlstadt Boro./Bergen County BUSINESS: Mfr. of food flavors
PROCEEDS FOR: bldg. constr./land acqui./equip. purch.
FINANCING: $6,100,000 Tax-Exempt Bond
MOTION TO APPROVE: Mr. Wilson SECOND: Mr. Sheridan AYES: 9
RESOLUTION ATTACHED AND MARKED EXHIBIT 2

AMENDED BOND RESOLUTION

PROJECT: Business Employment Incentive Program Designated Industries Economic Growth and Development Bonds, 2004 Series A
LOCATION: Various/Various BUSINESS: Government Facility
AMENDED RESOLUTION TO: approve the Amended and Restated First Supplemental Resolution which changes the name of the bond issue to the Business Employment Incentive Program Designated Industries Economic Growth and Development Bonds, 2004 Series A.
MOTION TO APPROVE: Mr. Koscis SECOND: Mr. Wilson AYES: 9
RESOLUTION ATTACHED AND MARKED EXHIBIT 3

PROJECT: The Peddie School
LOCATION: Hightstown Boro./Mercer County BUSINESS: Not for Profit - secondary school
AMENDED RESOLUTION TO: approve a modification of the interest rates on the bonds to reflect variable and fixed rate bonds and for the transaction to be structured as a private placement for a total tax-exempt bond issue of $21,460,000.
MOTION TO APPROVE: Mr. Mc Namara SECOND: Mr. Lattoof AYES: 9
RESOLUTION ATTACHED AND MARKED EXHIBIT 4
PROJECT: Young Men’s Christian Association of Summit, New Jersey  APPL.#15650
LOCATION: Summit City/Union County  BUSINESS: Not for Profit - membership organization

PROCEEDS FOR: refunding bond
FINANCING: $2,950,000 Tax-Exempt Bond
MOTION TO APPROVE: Mr. Wilson  SECOND: Mr. Kocsis  AYES: 9
RESOLUTION ATTACHED AND MARKED EXHIBIT 5
PUBLIC HEARING: Yes
PUBLIC COMMENT: None

PRELIMINARY RESOLUTIONS

PROJECT: ACHP, L.L.C. for the benefit of Accuratrus Corporation  APPL.#15616
LOCATION: Phillipsburg Town/Warren County  BUSINESS: Mfr. of high tech engineering products

PROCEEDS FOR: bldg. acqui. & renov./equip. purch.
MOTION TO APPROVE: Mr. Grossi  SECOND: Mr. McNamara  AYES: 9
RESOLUTION ATTACHED AND MARKED EXHIBIT 6

PROJECT: Maurice, LLC for the benefit of Cococare Products, Inc.  APPL.#15536
LOCATION: Dover Town/Morris County  BUSINESS: Mfr. of toiletry products

PROCEEDS FOR: bldg. acqui. & renov./equip. purch.
MOTION TO APPROVE: Mr. Sheridan  SECOND: Mr. McNamara  AYES: 9
RESOLUTION ATTACHED AND MARKED EXHIBIT 7

PROJECT: New Jersey Chinese Community Center, Inc.  APPL.#15630
LOCATION: Franklin Twp./Somerset County  BUSINESS: Not for Profit - Social Services

PROCEEDS FOR: bldg. acqui. & renov.
MOTION TO APPROVE: Mr. Latoff  SECOND: Mr. Wilson  AYES: 9
RESOLUTION ATTACHED AND MARKED EXHIBIT 8
Subject to final Attorney General’s signoff.

PUBLIC HEARING

PROJECT: Cumberland TruStone, LP  APPL.#13024
LOCATION: Vineland City/Cumberland County  BUSINESS: Mfr. of Aerated Autoclaved Concrete Blocks

PROCEEDS FOR: land acqui./bldg. & road constr./equip. purch.
PUBLIC HEARING ONLY - NO RESOLUTION REQUIRED
PUBLIC COMMENT: None
STATEWIDE LOAN POOL PROGRAM

PROJECT: GTM-Marketing, Inc. or LLC To Be Formed APPL.#15609
LOCATION: Deptford Twp./Gloucester County BUSINESS: Graphic design & commercial printer

PROCEEDS FOR: bldg. acqui.
FINANCING: $225,000 bank loan with a $62,500 (25%) Authority participation and a 30% guarantee of the principal outstanding for a 10 year life of the loan with the amount not to exceed $48,750.

MOTION TO APPROVE: Mr. McNamara SECOND: Mr. Piaia AYES: 9
RESOLUTION ATTACHED AND MARKED EXHIBIT 9

PROJECT: GTM-Marketing, Inc. or LLC To Be Formed APPL.#15622
LOCATION: Deptford Twp./Gloucester County BUSINESS: Graphic design & commercial printer

PROCEEDS FOR: equip. purch.
FINANCING: $150,000 bank loan with Authority participation of $37,500 (25%)

MOTION TO APPROVE: Mr. Wilson SECOND: Mr. Piaia AYES: 9
RESOLUTION ATTACHED AND MARKED EXHIBIT 9

TECHNOLOGY FUNDING PROGRAM

PROJECT: University Communications, Inc. d/b/a Pegasus Web Technologies APPL.#15634
LOCATION: Clifton City/Passaic County BUSINESS: Internet web hosting service

PROCEEDS FOR: equip. purch./leasehold improv’t
FINANCING: $1,000,000 bank loan with a $250,000 (25%) participation and a 30%, 42 month guarantee of the principal amount outstanding not to exceed $225,000.

MOTION TO APPROVE: Mr. Wilson SECOND: Mr. Piaia AYES: 9
RESOLUTION ATTACHED AND MARKED EXHIBIT 10

DOWNTOWN BEAUTIFICATION PROGRAM

PROJECT: 2 Turn LLC APPL.#15626
LOCATION: East Orange City/Essex County BUSINESS: Retail outlet facility

PROCEEDS FOR: bldg. renov./contingency
FINANCING: $85,000

MOTION TO APPROVE: Mr. Sheridan SECOND: Mr. McNamara AYES: 9
RESOLUTION ATTACHED AND MARKED EXHIBIT 11
NEW JERSEY FILM PRODUCTION ASSISTANCE PROGRAM

PROJECT: Lymelife Productions, LLC  APPL.#15673
LOCATION: TBD/TBD  BUSINESS: Film production company
PROCEEDS FOR: film production
FINANCING: $4,537,206 bank loan with a 30% Authority guarantee of the loan amount not to exceed $1,361,162 for term of the loan.
MOTION TO APPROVE: Mr. Grossi  SECOND: Mr. McNamara  AYES: 9
RESOLUTION ATTACHED AND MARKED EXHIBIT 12
Subject to review of Attorney General’s office.

BOARD MEMORANDUMS

PROJECT: Bethany Baptist Church  APPL.#09819
LOCATION: Newark City/Essex County
MODIFICATION: to reduce the interest rate on the LDFF loan from 5% to 3% and a reduction in the monthly payments from $6,640 to $5,747 for a two-year period.
MOTION TO APPROVE: Mr. Wilson  SECOND: Mr. Kocsis  AYES: 9
RESOLUTION ATTACHED AND MARKED EXHIBIT 13

PROJECT: Olivo’s Perfect Printing, Inc.  APPL.#12196
LOCATION: Moorestown/Burlington County
MODIFICATION: to release the $135,000 Certificate of Deposit in exchange for a third mortgage on the business property and the substitution of residential real estate collateral.
MOTION TO APPROVE: Mr. Grossi  SECOND: Mr. McNamara  AYES: 9
RESOLUTION ATTACHED AND MARKED EXHIBIT 14

PROJECT: Pennington Avenue Shopping Village  APPL.#13408
LOCATION: Trenton City/Mercer County
MODIFICATION: to approve the modification outlined in the summary to allow for the permanent funding of the project in a way that protects the Authority’s investment, provides for the repayment of the CED grant, and helps to ensure the success of the Shopping Village.
MOTION TO APPROVE: Mr. Grossi  SECOND: Mr. Piaia  AYES: 9
RESOLUTION ATTACHED AND MARKED EXHIBIT 15
PROJECT: Public Health Research Institute - University Heights Science Park
APPL.#13935
LOCATION: Newark City/Essex County
MODIFICATION: to re-approve the $500,000 direct loan commitment which expired in August of 2003. The loan is repayable interest only for the first 12 months followed by a 5 year fully amortizing term loan.
MOTION TO APPROVE: Mr. Piaia SECOND: Mr. Sheridan AYES: 8
RESOLUTION ATTACHED AND MARKED EXHIBIT 16
Chairman Koepple abstained because he is on the Board of University Heights.

Mr. Sadler entered the meeting at this time.

The next item was the approval of the draft regulations of the Qualified Municipality Open for Business Program and authorizing their submission for publication in the New Jersey Register and the authorization of any adjustments as may be required by the Office of Administrative Law and the Office of the Attorney General.
MOTION TO APPROVE: Mr. Kocsis SECOND: Mr. McNamara AYES: 9
RESOLUTION ATTACHED AND MARKED EXHIBIT 17

BUSINESS EMPLOYMENT INCENTIVE PROGRAM

PROJECT: AAA Mid-Atlantic, Inc. APPL.#15567
LOCATION: Mt. Laurel Twp./Burlington County BUSINESS: Automobile club
GRANT AWARD: 50% Business Employment Incentive grant, 10 years
MOTION TO APPROVE: Mr. Grossi SECOND: Mr. McNamara AYES: 9
RESOLUTION ATTACHED AND MARKED EXHIBIT 18

PROJECT: Berg East Imports, Inc. APPL.#15654
LOCATION: Barrington Boro./Camden County BUSINESS: Mfr. & distributor of juvenile furniture
GRANT AWARD: 45% Business Employment Incentive grant, 10 years
MOTION TO APPROVE: Mr. Piaia SECOND: Mr. Sheridan AYES: 9
RESOLUTION ATTACHED AND MARKED EXHIBIT 18

PROJECT: Celgene Corporation APPL.#15618
LOCATION: TBD/TBD BUSINESS: Biopharmaceutical company
GRANT AWARD: 50% Business Employment Incentive grant, 10 years
MOTION TO APPROVE: Mr. Wilson SECOND: Mr. McNamara AYES: 9
RESOLUTION ATTACHED AND MARKED EXHIBIT 18
PROJECT: Skyframe & Art Inc.                        APPL.#15653
LOCATION: Hillside Twp./Union County  BUSINESS: Retail art gallery & frame mfr.
GRANT AWARD: 40% Business Employment Incentive grant, 10 years
MOTION TO APPROVE: Mr. Latoolf  SECOND: Mr. Grossi  AYES: 9
RESOLUTION ATTACHED AND MARKED EXHIBIT 18

PROJECT: Standard Folding Cartons, Inc.                APPL.#15629
LOCATION: Vineland City/Cumberland County  BUSINESS: Converters of folding cartons
GRANT AWARD: 50% Business Employment Incentive grant, 10 years
MOTION TO APPROVE: Mr. Grossi  SECOND: Mr. McNamara  AYES: 9
RESOLUTION ATTACHED AND MARKED EXHIBIT 18

PROJECT: WMC Mortgage Corp.                          APPL.#15623
LOCATION: Teaneck Twp./Bergen County  BUSINESS: Alternative financing to mortgage brokers
GRANT AWARD: 50% Business Employment Incentive grant, 10 years
This matter was held from consideration

REAL ESTATE DIVISION

PETROLEUM UNDERGROUND STORAGE TANK LOAN PROGRAM

The following projects presented were conditional hardship grants under the NJDEP Petroleum Underground Storage Tank Remediation, Upgrade and Closure Fund Program.
MOTION TO APPROVE: Mr. Piaia  SECOND: Mr. Latoolf  AYES: 9
RESOLUTION ATTACHED AND MARKED EXHIBIT 19

PROJECT: Muhammed Baterdouk                        APPL.#14925
LOCATION: Wayne Twp./Passaic County
PROCEEDS FOR: site remediation
FINANCING: $9,773 Petroleum Underground Storage Tank Remediation, Upgrade and Closure Fund grant

PROJECT: Ann Coppola                                APPL.#15557
LOCATION: Margate City/Atlantic County
PROCEEDS FOR: site remediation
FINANCING: $28,440 Petroleum Underground Storage Tank Remediation, Upgrade and Closure Fund grant
PROJECT: Edward Eodice and Margaret Eodice  
LOCATION: Edison Twp./Middlesex County  
PROCEEDS FOR: site remediation  
FINANCING: $23,600 Petroleum Underground Storage Tank Remediation, Upgrade and Closure Fund grant

PROJECT: Tracy Johnson  
LOCATION: Rockaway Boro./Morris County  
PROCEEDS FOR: site remediation  
FINANCING: $14,536 Petroleum Underground Storage Tank Remediation, Upgrade and Closure Fund grant

PROJECT: Kurtin’s Service Center  
LOCATION: Passaic City/Passaic County  
PROCEEDS FOR: site remediation  
FINANCING: $53,335 Petroleum Underground Storage Tank Remediation, Upgrade and Closure Fund grant

NJDEP HAZARDOUS DISCHARGE SITE REMEDIATION FUND PROGRAM

The next items were grants under the NJDEP Hazardous Discharge Site Remediation Fund Program.

MOTION TO APPROVE: Mr. Piaia  
SECOND: Mr. McNamara  
AYES: 9

RESOLUTION ATTACHED AND MARKED EXHIBIT 20

The next item presented was a grant under the NJDEP Hazardous Discharge Site Remediation Fund Program.

PROJECT: Express Container Corporation  
LOCATION: Newark City/Essex County  
PROCEEDS FOR: site remediation  
FINANCING: $41,342 NJDEP Hazardous Discharge Site Remediation grant

The next items presented were municipal grants under the NJDEP Hazardous Discharge Site Remediation Fund Program.

PROJECT: City of Bridgeton  
LOCATION: (Former Freight Depot) Bridgeton City/Cumberland County  
PROCEEDS FOR: site remediation  
FINANCING: $80,030 NJDEP Hazardous Discharge Site Remediation municipal grant
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<tr>
<th>PROJECT:</th>
<th>City of Bridgeton (Former Seibel and Stern, Inc.)</th>
<th>APPL.#15322</th>
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<tr>
<td>LOCATION:</td>
<td>Bridgeton City/Cumberland County</td>
<td>site remediation</td>
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<td>PROCEEDS FOR:</td>
<td>$73,100 NJDEP Hazardous Discharge Site Remediation municipal grant</td>
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<tr>
<th>PROJECT:</th>
<th>City of Camden (Former Consolidated Foam)</th>
<th>APPL.#11373</th>
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<tr>
<td>LOCATION:</td>
<td>Camden City/Camden County</td>
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<tr>
<td>PROCEEDS FOR:</td>
<td>$25,658 NJDEP Hazardous Discharge Site Remediation municipal grant</td>
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<tr>
<th>PROJECT:</th>
<th>Township of Carney’s Point (Former Nursing Home)</th>
<th>APPL.#10678</th>
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<tr>
<td>LOCATION:</td>
<td>Upper Penns Neck Twp./Salem County</td>
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<td>PROCEEDS FOR:</td>
<td>$9,688 NJDEP Hazardous Discharge Site Remediation municipal grant</td>
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<tr>
<th>PROJECT:</th>
<th>Collingswood Borough (Former Kern Watson Property)</th>
<th>APPL.#14614</th>
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<td>LOCATION:</td>
<td>Collingswood Boro./Camden County</td>
<td>site remediation</td>
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<tr>
<td>PROCEEDS FOR:</td>
<td>$115,685 NJDEP Hazardous Discharge Site Remediation municipal grant</td>
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<tr>
<th>PROJECT:</th>
<th>Dunellen Borough (The Strip Joint, Inc.)</th>
<th>APPL.#15584</th>
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<td>LOCATION:</td>
<td>Dunellen Boro./Middlesex County</td>
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<td>PROCEEDS FOR:</td>
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<tr>
<th>PROJECT:</th>
<th>City of Elizabeth (Johnson Machinery)</th>
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<td>LOCATION:</td>
<td>Elizabeth City/Union County</td>
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<td>PROCEEDS FOR:</td>
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<tr>
<th>PROJECT:</th>
<th>Township of Franklin (Quinn Property)</th>
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<td>LOCATION:</td>
<td>Franklin Twp./Gloucester County</td>
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<td>PROCEEDS FOR:</td>
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<td>PROJECT:</td>
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<tr>
<td>Glassboro Borough</td>
<td>Glassboro Boro./Gloucester County</td>
<td>site remediation</td>
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<tr>
<td>(Lewis Auto Service)</td>
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<tr>
<td>PROJECT:</td>
<td>Township of Jackson</td>
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<tr>
<td>(Patterson Road Dump Site)</td>
<td>Jackson Twp./Ocean County</td>
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<td>PROJECT:</td>
<td>Borough of Merchantville</td>
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<tr>
<td>(Merchantville Senior Housing)</td>
<td>Merchantville Boro./Camden County</td>
<td>site remediation</td>
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<td>PROJECT:</td>
<td>City of Newark</td>
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<tr>
<td>(Former Gasoline Station)</td>
<td>Newark City/Essex County</td>
<td>site remediation</td>
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<td>PROJECT:</td>
<td>City of Newark</td>
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<tr>
<td>(Red Raven Rubber Company)</td>
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<td>PROJECT:</td>
<td>Palmyra Borough</td>
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<tr>
<td>(Brownfields Development Area)</td>
<td>Palmyra Boro./Burlington County</td>
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<td>PROJECT:</td>
<td>Township of Pennsauken</td>
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<tr>
<td>(Former Abarry Steel Site)</td>
<td>Pennsauken Twp./Camden County</td>
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<tr>
<td>PROJECT:</td>
<td>Borough of Penns Grove (125 Tyrone Street)</td>
<td>APPL.#15596</td>
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<td>LOCATION:</td>
<td>Penns Grove Boro./Salem County</td>
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<td>FINANCING:</td>
<td>$10,770 NJDEP Hazardous Discharge Site Remediation municipal grant</td>
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<tr>
<th>PROJECT:</th>
<th>Township of Riverside (NJ Transit Site)</th>
<th>APPL.#14557</th>
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<td>LOCATION:</td>
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<td>PROCEEDS FOR:</td>
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<td>FINANCING:</td>
<td>$2,586 NJDEP Hazardous Discharge Site Remediation municipal grant</td>
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<tr>
<th>PROJECT:</th>
<th>Township of Riverside (Robert’s Plumbing Facility)</th>
<th>APPL.#14568</th>
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<th>PROJECT:</th>
<th>Township of Riverside (Root Corp. Site/Golden Tri.)</th>
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<td>FINANCING:</td>
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<th>PROJECT:</th>
<th>Township of Riverside (Watchcase Tower Site/Gold. Tri)</th>
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<th>Township of South Orange Village (South Orange Village Market)</th>
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<td>LOCATION:</td>
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<td>FINANCING:</td>
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<th>Borough of South River (W.W. Henry Railroad)</th>
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<td>LOCATION:</td>
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<td>PROCEEDS FOR:</td>
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<td>FINANCING:</td>
<td>$8,585 NJDEP Hazardous Discharge Site Remediation municipal grant</td>
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PROJECT: City of Trenton
(West Ward Firehouse Site)
LOCATION: Trenton City/Mercer County
PROCEEDS FOR: site remediation
FINANCING: $26,414 NJDEP Hazardous Discharge Site Remediation municipal grant

PROJECT: Township of Voorhees
(Cherry Hill Equipment Corp.)
LOCATION: Voorhees Twp./Camden County
PROCEEDS FOR: site remediation
FINANCING: $12,339 NJDEP Hazardous Discharge Site Remediation municipal grant

PROJECT: West New York
(Foreclosed Properties)
LOCATION: West New York Town/Hudson County
PROCEEDS FOR: site remediation
FINANCING: $78,111 NJDEP Hazardous Discharge Site Remediation municipal grant

PROJECT: Township of Woodbridge
(Kross Property)
LOCATION: Woodbridge Twp./Middlesex County
PROCEEDS FOR: site remediation
FINANCING: $40,127 NJDEP Hazardous Discharge Site Remediation municipal grant

The next item was the approval to enter into a contract with Ewing Cole for A/E services and Skanska for C.M. services for the Liberty Science Center Expansion Project as outlined above subject to approval by the Attorney General’s Office and the Chief Executive Officer.

MOTION TO APPROVE: Mr. Piaia SECOND: Mr. Kocsis AYES: 9

RESOLUTION ATTACHED AND MARKED EXHIBIT 21

EXECUTIVE SESSION

At this time on a motion made by Mr. Kocsis, and seconded by Mr. Wilson, the members adjourned to go into Executive Session to discuss a litigation matter.

RESOLUTION ATTACHED AND MARKED EXHIBIT 22
The next item is the approval to enter into a Closing Agreement with the Internal Revenue Service at the request of Saint Barnabas Realty Development Corporation to preserve the tax exempt status of the Authority’s 1997 Bonds.

**MOTION TO APPROVE:** Mr. Piaia  
**SECOND:** Mr. Grossi  
**AYES:** 9

**RESOLUTION ATTACHED AND MARKED EXHIBIT 23**

The next item was the approval to 1) add Englewood Cliffs as an Approved Site under our existing Structured Financing transaction with MSNBC / CNBC; 2) not pursue any losses the EDA may have incurred prior to January 1, 2004; 3) defer any default payments that may be due until the maturity date of the lease; 4) not consider CNBC in default for moving equipment to Englewood Cliffs without our prior permission as long as we are provided with landlord and mortgage waivers that are acceptable to the EDA; and 5) agree that the maximum unit purchase price on any future maturing lease will be the applicable B Bond balance.

**MOTION TO APPROVE:** Mr. Grossi  
**SECOND:** Mr. Piaia  
**AYES:** 9

**RESOLUTION ATTACHED AND MARKED EXHIBIT 24**

**PUBLIC COMMENT**

A representative from Palmyra thanked the Board for the approval of the Hazardous Discharge Site Remediation Grant.

Ms. Renaud explained to the Board the recusal process issued by the Executive Commission on Ethical Standards which is attached.

There being no further business on a motion by Mr. Piaia, and seconded by Mr. Sheridan, the meeting was adjourned at 11:58 am.

**Certification:**  
The foregoing and attachments represent a true and complete summary of the actions taken by the New Jersey Economic Development Authority at its meeting.

[Signature]
Caren S. Franzini, Secretary