



**Mason County Promise Zone Executive Committee
Meeting Minutes
January 26, 2022 at 12:30 PM
WSSC MBT Conference Room**

Present: Monica Schuyler, Fabian Knizacky; **Absent:** Dena Thurston, Andrea Large. **Staff Present:** Jody Maloney
Guests Present: Scott Ward & Annie Jacobson from WSSC

1. **Call to Order:** Schuyler called the meeting to order at 12:35 PM
2. **Limited Public Comment:** None
3. **Approval of the Minutes from 10-28-2021:** Motion by Knizacky to approve, supported by Schuyler; noted three corrections in item 4), item 6) b. i. 1., and and item 6) b. ii. 2.; Motion carried, 2-0-2 absent.
4. **Approval of the Agenda:** Motion by Knizacky to approve, supported by Schuyler; Motion carried, 2-0-2 absent.
5. **Old Business**
 - a. **MOU with West Shore Community College**
 - i. WSSC President Ward submitted that 4 pages seemed onerous, and requested that if the Promise plans to expand to other institutions, at the point of considering any new MOUs with other institutions, to ensure that all Promise-institution MOUs are consistent in content at that time.
 - ii. *Recommendation: Motion by Knizacky to recommend the MOU to the full board for approval, with support from Schuyler; motion carried 2-0-2 absent.*
 - b. **Ludington & Scottville Chamber Revised Agreement**
 - i. Recommendation: No action taken. Maloney will submit the item to the full board.
6. **New Business**
 - a. **Donations after Community Foundation Endowment**—where should they go if unspecified?
 - i. *Recommendation: Motion by Knizacky to recommend to the full Board to add any new donations that are unspecified to the endowed fund at the Community Foundation for Mason County, with support from Schuyler; discussion included a need to put the donor intent in writing; Motion carried 2-0-2 absent.*
 - b. **Ad-Hoc Policy Committee**
 - i. Combine with Executive Committee? Motion by Knizacky to recommend to the full Board to combine ad-hoc Policy Committee with the Executive Committee, with support from Schuyler; Motion carried 2-0-2 absent.
 1. Policy Committee had these items to address: A process to submit agenda items; the Process for identifying board member candidates.
 - c. **Notice of Vacancy:** Maloney shared the letter submitted to the Michigan Speaker of the House (Wentworth) to notify them of the passing of legislatively appointed Board member, Jim McLean
 - d. **McLean memorial donations** for supplemental support of Promise scholars
 - i. What committee(s) should establish criteria, application for awards, etc.?
 - ii. *Recommendation: Knizacky recommended to suggest to the full Board to send this responsibility to the Student Success Committee, supported by Schuyler; Motion carried 2-0-2 absent.*
7. **Any Other Business:**
 - a. October Meeting Date for Budget, Contract & Director Review: Maloney will send a poll to determine a time in October.
8. **Limited Public Comment:** None
9. **Adjourn:** Motion by Schuyler to adjourn at 1:17PM.

