



Mason County Promise Zone Authority Board Meeting
Meeting Minutes
Monday April 11, 2022: 3 p.m. - 5 p.m.
Location: Lakeshore Resource Network Conference Room, E. Tinkham, Ludington, MI

Members Present:

Fabian Knizacky, Annette Quillan, Monica Schuyler, Dena Thurston, Andrea Large (Virtual--non-voting), Kathy Surd, Joan Vidak, Roger Nash, Vic Burwell, Amy Pepper

Members Absent: None

Staff Present:

Jody Maloney, Kelly Parker(joined at 3:06)

Call to Order

Schuyler called the meeting to order at 3:00 p.m.

1. **Limited Public Comment:** Lynne Martin shared that she was passionate about the purpose of the Promise and interested in learning more.
2. **Approval of the Agenda**
 - a. *Motion by Knizacky to approve the agenda with support by Nash; Motion carried 9-0-1 (member participating virtually, non voting).*
3. **Approval of Minutes from 3-14-22**
 - a. *Motion by Knizacky to approve minutes from 3-14-22 supported by Pepper; Motion carried 9-0-1 (member participating virtually, non voting).*
4. **Treasurer's Report**
 - a. Trial Balance: \$1,458,681.85
 - b. New Invoices:
 - i. MCAN \$2000(Michigan Promise Zone Assn. Dues)
 1. Approval of Invoices
 - a. *Motion by to approve the \$2000 MCAN invoice by Knizacky, supported by Burwell; Motion carried 9-0-1 (member participating virtually, non voting).*
 - c. 2022 Budget Amendment Request: Requested increase for contracted services by \$31,700.00 to \$87,700.00, and in Educational Activities by \$14,800.00 to \$55,800.00.
 - i. Approval of request: Motion to approve the increase as requested by Thurston, with support from Surd; Burwell inquired how often amendments happen and for what reasons, and Schuyler responded 3-4 times, typically after a decision from a recent meeting approves new expenses, noting that this increase was due to fully funding the director's role and recent approvals for educational activity requests; Motion carried 9-0-1 (member participating virtually, non voting).
 - d. Approval of Treasurer's Report
 - a. *Motion by Nash to approve the Treasurer's Report, supported by Pepper; Motion carried 9-0-1 (member participating virtually, non voting).*
5. **Director's Report**
 - a. Approval of the Director's Report

- i. *Motion by Vidak to approve the Director's Report with support by Knizacky; Motion carried 9-0-1 (member participating virtually, non voting).*

6. Guest Presentation: WSCC Programs, Dr. Mark Kinney, VP of Student Services & Darby Johnsen, Dean of Academic Affairs

7. New Business

a. Committee Reports:

- i. Appeals Committee: Met 4/11/22; Next meeting: 6/6/22@11AM
 - 1. Recommendations for all 3 Appeals-#38, #39 & #41
 - a. *Motion by Knizacky to approve 3 appeals with support by Burwell; Motion carried 9-0-1 (member participating virtually, non voting).*
- ii. Community Engagement Committee: Met 4/7/22; Meets Next 6/1/22@3PM
 - 1. No recommendations; The posting for the new member will go from April 12-May 13, 2022, interview questions were modified by the CEC and shared by Thurston; 7 plaques will be distributed at the May 9th meeting.
- iii. Student Success Committee: Met 4/5/22@10AM; Next meeting: 4/25/22@10AM
 - 1. Reviewed GPA requirements elimination information shared with local educational partners and school counselors; Board members can share bolded talking points and direct additional questions to the Chair or Director as needed.
 - 2. Consideration of NSO requirement & FYS recommended with book/tech award.
 - a. Recommendation to get attorney's advice on whether or not the Zone will need to rewrite the plan to fund a book/tech award as a part of a student success initiative that rewards participation in New Student Orientation & First Year Seminar.
 - i. *Motion from Burwell to support the recommendation to get an attorney's advice with support for Surd; Motion carried 9-0-1 (member participating virtually, non voting).*
 - 3. Recommendation to approve MCO Course Recommendation Form for use by advisor to support Promise Scholars in taking MCO course.
 - a. *Motion from Quillan to approve the MCO Course Recommendation Form with support from Thurston; Motion carried 9-0-1 (member participating virtually, non voting).*
- iv. Executive Committee: Next meeting: 10/19/22@3PM

8. Old Business:

- a. Strengths Activity--Schuyler tabled the activity until the next meeting.

9. Any Other Business:

- a. Thurston requested the total amount of money that is currently in Jim McLeans account. Jody stated it was approximately \$8,175.
- b. Schuyler shared static information from the Alice report.

10. Limited Public Comment: No additional comments.

11. Adjourn: *Schuyler moved for adjournment at 4:59 p.m.*