



**Mason County Promise Zone Authority Board Meeting**  
**Meeting Minutes: Monday, October 14, 2024, 3:00 PM**  
**Location: Lakeshore Resource Network Conference Room, E. Tinkham, Ludington, MI**

**Members present:** Victor Burwell (arrived at 3:02), Monica Jewell, Fabian Knizacky, Michael Masters (left at 4:30), Roger Nash, Annette Quillan, Chad Riffle, Kathy Surd, Joan Vidak

**Members absent:** Mike Haveman, Amy Pepper

1. **Call to Order:** Jewell called the meeting to order at 3:01 PM.
2. **Limited Public Comment:** None
3. **Approval of the Agenda:** Motion to approve the agenda by Knizacky, supported by Nash; Motion carried 8-0-3.
4. **Approval of the Minutes**
  - a. 9-9-2024: Motion to approve the minutes by Nash, supported by Knizacky; Motion carried 9-0-2.
5. **Treasurer's Report:**
  - a. Balance Report for September 2024: \$1,974,491.45; Jewell noted that SET information has been received for 2025; Knizacky added that the funds have not been received.
  - b. Invoices (all included in approved budget):
    - i. WSCC--Educational Supplies Award FA23: \$29,000.00
      1. 58 students awarded based on FAFSA completion & registration by August 1, 2024
    - ii. WSCC--Promise 2024 Marketing Video: \$5000.00
    - iii. Gordy's--Educator Polos: \$476.00
    - iv. Approval of Invoices
  - c. Approval of Treasurer's Report—Motion to approve invoices and Treasurer's Report by Burwell, supported by Nash; Discussion: Quillan asked if there was available data on the impact of the videos, and whether or not it would make sense to consider using future dollars to fund yearbook ads; Masters asked whether or not the Educational Supplies Award was a comparable amount to other years, to which Maloney responded that it was lower than last year, largely due to students having FAFSA completion issues and not meeting the deadline; Motion carried 9-0-2.
6. **Director's Report**
  - a. Approval of Director's Report: Motion by Vidak to approve the Director's Report, with support from Knizacky; Motion carried 9-0-2.
7. **New Business**
  - a. Committee Reports:
    - i. Appeals Committee: Did not meet; Next Meeting: 12-2-24@ @11AM
    - ii. Student Success Committee: Met: 9-22-24@10AM; Next Meeting: 10-28-24@11AM
      1. Recommendation: Motion by Surd to approve the recommendation to start the process to coordinate high school graduation lists with Promise applications for 2026, supported by Quillan; Discussion included whether or not the application will remain available—Maloney shared that the application will still be available for homeschooled graduates or graduates from other high schools who reside in Mason County; Motion carried 9-0-2
    - iii. Community Engagement Committee: Did not meet; Next Meeting: ~~11-4-24~~ 11-6-24
    - iv. Executive Committee: Did not meet; Next meeting: 10-21-24@1PM
  - b. Board Member Terms Ending on December 31, 2024:
    - i. The following Board members are up for renewal; renewals will be voted on in October:
      1. Amy Pepper—Local—Has submitted intent to renew to Director
      2. Chad Riffle—Local—Submitted intent to renew to Board
        - a. Motion by Quillan to accepts Pepper and Riffle's term renewals, supported by Nash; Motion carried 9-0-2.



**8. Old Business**

- a. 2024 SET Capture: \$ \$1,507,514.00
- b. Growth Discussion Activity (REF #8)
  - i. Landscape of Funding & Promise Zone Law Changes Overview
  - ii. Student Profiles
  - iii. Growth Ideas
    - 1. Discussion & Share Out
  - iv. Temperature Check—Red (HOT/GOOD); BLUE (COLD/BAD)
  - v. Full Group Feedback
  - vi. Debrief & Next Steps: Jewell will be sending out requests for individual board feedback on the Director for the purpose of evaluation and a temperature check; The Board will revisit the growth discussion at the November meeting.

**9. Any Other Business:** Quillan shared that the “On Track Readers” program at the Bookmark is now available to support reading tutoring for local elementary students, and that they will soon be a non-profit, to which Quillan noted that the Promise **and others** could donate.

**10. Limited Public Comment: None**

**11. Adjourn: Jewell moved to adjourn the meeting at 5:02 PM.**