



**Mason County Promise Zone Authority Board
Meeting Minutes**

March 11, 2019
11:00 a.m.

Location:

Lakeshore Resource Network
920 E. Tinkham Ave.
Ludington, MI 49431

Call to Order: The meeting was called to order at 11:01 a.m. by the Mason County Promise Zone Authority Board Chair, Jason Kennedy.

- A. **Roll Call:** One (1) Board member was absent at roll call (Roger Nash). Jim McLean and Annette Quillan were present on the conference phone line. Guests in attendance were: Nick Palmer (Mason CAN); Colton Mokofsky (Ludington Daily News); Marcus Crook (West Shore Community College).
- B. **Limited Public Comment:** None
- C. **Approval of the Agenda:** The agenda was approved with no agenda modifications.

Motion - Knizacky, Support - Large; Motion carried 10-0; 1 absent.

- D. **Approval of Meeting Minutes:** The meeting minutes from January 14, 2019 were approved without modification.

Motion - Thurston, Support - Schuyler; Motion carried 10-0; 1 absent.

E. New Business:

- **Auditor's Proposal to Conduct Audit:** Layton & Richardson, P.C., the same auditing firm that is used by the County of Mason, has submitted a proposal in the amount of \$4,000 to conduct the annual year end audit for the Mason County Promise Zone Authority Board. Fabian Knizacky asked the Board as to whether he should abstain, and the Board agreed that this was not a conflict of interest. The annual year end audit, to be conducted by Layton & Richardson, P.C., was approved in the amount of \$4,000.

Motion - McLean, Support - Schuyler; Motion carried 10-0; 1 absent.

Meeting Minutes Pending Approval: _____
Motion: ____, Support: ____; Motion carried: ____

- **Proposed Amendment to Bylaws:** The Bylaws Committee drafted a proposed amendment to clarify that terms of Board members run through December 31st of each year, with officers being elected in January. The amendments were approved, as proposed.

Motion - Krieger, Support - Pepper; Motion carried 10-0; 1 absent.

- **Promise Zone Coordinator:** Lauren Danielson is no longer serving as an Americorp Vista worker supporting the Promise Zone Authority. The Board discussed the need to have a person serve in this role. Part-time vs. full-time status was discussed, and a sample job description similar to the position that the Muskegon County Promise Authority authorizes was discussed. A motion to authorize the development of a subcommittee to develop and research a job description with all of the appropriate details for the position was approved. It was discussed that it is urgent for us to consider this position, as it is difficult for individual members of the Board to manage the day to day operations of the Promise Scholarship. The chair appoints Amy Pepper, Andrea Large, Monica Schuyler, and Dena Thurston to the subcommittee. A special meeting may need to be called to approve the authorization of such job posting once one has been developed by the committee.

Motion - McLean, Support - Pepper; Motion carried: 10-0; 1 absent.

- **Opportunity Scholarship Discussion:** Chuck Wilbur from the Michigan Promise Zone Association (MPZA) joined the meeting during this time via the telephone conference line. Governor Whitmer has proposed the development of the Opportunity Scholarship, which may overlap with the work that promise zones are doing. The proposal is a last dollar scholarship for students in the state who meet the eligibility criteria to attend community college immediately following high school graduation. This would be implemented in FY 2021, impacting the Class of 2020 as the first class to receive the scholarship. Mr. Wilbur outlined three objectives that promise zones could continued to work on as an overlap to the Opportunity Scholarship:
 - i. Promise zones could focus on students who do not fit the eligibility criteria.
 - ii. Promise zones could focus on college readiness and support structures for student success.
 - iii. Promise zones could expand to Bachelor degree options.

Mr. Wilbur advised that we do not need to have an immediate plan, but we need to be advised about the possibility of the scholarship being implemented so that we can plan for it. Legislation has not yet been drafted to support the plan.

It was discussed that it may be beneficial to invite Mr. Wilbur back to an upcoming planning meeting to discuss what the Mason County Promise may look like in the event that the Opportunity Scholarship becomes a reality.

Meeting Minutes Pending Approval: _____
Motion: ____, Support: ____; Motion carried: _____

- **Best Practices / WSCC First Year Seminar:** A pilot student success course was run with high school seniors at Mason County Central High School this year. The course prepares students who will be attending West Shore Community College after graduation and using the Promise for success. Marcus Crook from WSCC joined the discussion and shared his vision to have the Promise Board financially support the initiative, as all WSCC must take the 2 credit course. Mr. Crook will develop a proposal and bring it back to the Board at an upcoming meeting.

F. Old Business:

- **Plan Amendments:** The Board postponed the discussion of plan amendments without objection.
- **Board Meeting Time:** A survey will be distributed by the Board chair to review times that work for Board members. The next meeting will be held as scheduled.

G. Committee Updates: It was discussed that all committee meetings must continue to be posted at the courthouse. Committee chairs should submit a request to post these meetings according to the Open Meetings Act to Fabian Knizacky at the time the meeting is scheduled.

- **Marketing Committee:** The marketing committee provided a report to the Board.
- **Appeals Committee:** No additional appeals; No report provided.
- **Student Success Committee:** The committee discussed needs and opportunities to support students and their success in their report to the Board.

H. Other Business:

- Fabian addressed the need of the Board to request a Federal Tax Identification number.
- Communication has been received on a monthly basis from MMRMA, the Board's insurance provider indicating that zero (0) claims have been received by the insurance provider to date.

I. Limited Public Comment: None

J. Adjournment: The meeting was moved for adjournment at 12:51 p.m. by Monica Schuyler, and supported by Andrea Large. Motion carried: 10-0; 1 absent. The meeting was adjourned.