



MASON COUNTY

P R O M I S E

Mason County Promise Zone Authority Board Meeting Minutes

April 20, 2018
2:00 PM

Location:

Mason County Airport
5300 W. US 10
Ludington, MI 49431

Oath of Office: The Oath of Office was administered to Promise Zone Authority Board members by the Clerk for the County of Mason, Cheryl Kelly. The meeting was called to order at 2:00 PM by the Mason County Board of Commissioners Chairmen of the Board, Mr. Chuck Lange.

- A. **Roll Call:** All members were present, with Jim McLean participating in the meeting via conference phone call.

- B. **Approval of the Agenda:** The agenda was approved with one (1) agenda modification. The Board amended the agenda to add the discussion of the Agreement between the Mason County Promise Zone Authority Board and the Community Foundation for Mason County. This was added to the agenda under "Any other business."

- C. **Election of Officers:**
 - a. **Chair:** Jason Kennedy was nominated by Roger Nash as Chair of the Board. Monica Schuyler nominated Jim McLean as Chair of the Board. Jim declined the nomination and supported the casting of a unanimous ballot for Jason Kennedy as Chair of the Board. Motion carried: 11-0. Jason Kennedy is elected as Chair of the Board. Chair of the Authority Board, Jason Kennedy, led the Board meeting at this point.
 - b. **Vice Chair:** Monica Schuyler was nominated by Jim McLean as the Vice Chair of the Board. Jason Kennedy supported the casting of the unanimous ballot for Monica Schuyler as the Vice Chair of the Board. Motion carried: 11-0. Monica Schuyler is elected as the Vice Chair of the Board.
 - c. **Secretary:** Nick Krieger was nominated by Annette Quillan as the Secretary of the Board. Andrea Large supported the casting of the unanimous ballot for Nick Krieger as Secretary of the Board. Motion carried: 11-0. Nick Krieger is elected as the Secretary of the Board.

- d. **Treasurer:** Fabian Knizacky was nominated by Nick Krieger for the Treasurer of the Board. Roger Nash supported the casting of the unanimous ballot for Fabian Knizacky as the Treasurer of the Board. Motion carried: 11-0. Fabian Knizacky is elected as the Treasurer of the Board.

D. **Reading of Correspondence:** Chairman Kennedy read an e-mail correspondence from Chuck Wilbur, the Executive Director of the Michigan Promise Zone Association (MPZA) inviting the Mason County Promise to participate as a member of the MPZA. Dues originally cost \$1,000 annually to participate; however, new Promise Zone Authorities will have their dues reduced to \$500 for the first year. The Board will look into this and decide whether to join the Association at a future meeting.

E. **Limited Public Comment:** Nick Palmer, Local College Access Network Advisor for Mason County, shared that he would like to be partners on initiatives that lead to the increase in the number of graduates who are provided access to college in Mason County. He offered his assistance as the Promise Zone Authority Board was getting established.

F. **Committee Work:**

- a. **Opening Meetings Act:** Chairman Kennedy explained the importance of the Open Meetings Act (OMA) and regulations regarding the operation of public bodies. The OMA Handbook that can be found at the link below was shared with members of the Promise Zone Authority Board:

https://www.michigan.gov/documents/ag/OMA_handbook_287134_7.pdf

- b. **Preparation of the Promise Zone Development Plan (PZDP):** Chairman Kennedy explained the statute and the requirements of the PZDP, and the process for submitting it to the Michigan Department of Treasury for approval. A copy of the Lansing Promise Zone Development was distributed to the Board as an approved example to follow.

The Board developed a working draft from a skeleton draft of a plan that was presented by Chairman Kennedy. The Board discussed the need to adopt a development plan according to statute. The areas addressed by the Board were: 1) A complete description of the proposed promise of financial aid; 2) A complete description of any limitations on the promise of financial assistance; 3) A requirement that graduates of a public high school or non-public high school exhaust all other known and available restricted grants for qualified educational expenses for post-secondary education provided by a federal, state, or local government entity, as determined by the Board; 4) How the funds necessary to accomplish the promise of financial assistance will be raised; and 5) A complete description of the criteria and procedures by which the performance of students

receiving financial aid assistance pursuant to the proposed plan will be assessed and reported.

A working draft of the PZDP was shared with all Board members, including highlighted changes in the draft document that were discussed at the meeting. The PZDP draft will be reviewed at the next meeting, with the goal being to approve a resolution approving the submission of the PZDP to the Michigan Department of Treasury.

- G. **Set Next Meeting Date:** The Board set the next date and time of the Promise Zone Authority Board meeting as Wednesday, April 25, 2018 at 1:00 PM. The location of the meeting will be:

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

- H. **Any Other Business:** The Board discussed the copy of the Mason County Promise Fund Agreement, which is an agreement between the Mason County Promise Zone Authority Board and the Community Foundation for Mason County. The Agreement establishes a fund that can be used to deposit revenue collected from private donations that, in turn, is used to disburse funds according to the purpose of the established fund. The Board reviewed the document and agreed to place a resolution on the next agenda to authorize the Chair of the Board to sign and execute the Agreement. Treasurer Knizacky expressed concern over the hold harmless and indemnification clause on Schedule A of the Agreement. Andrea Large shared that she would work with the Community Foundation to determine options available to the Board, if any, and report back on those.
- I. **Limited Public Comment:** Chairmen of the Mason County Board of Commissioners, Chuck Lange, shared that he was pleased with the meeting, and he also thanked the Board for their work at the meeting.
- J. **Adjournment:** The meeting was moved for adjournment at 4:42 PM by Roger Nash, and supported by Fabian Knizacky. Motion carried: 11-0. The meeting was adjourned.

Respectfully Submitted,

Nick Krieger, Secretary
Mason County Promise Zone Authority Board