



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

July 8, 2019  
3:00 p.m.

**Location:**

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

**Call to Order:** The meeting was called to order at 3:02 p.m. by the Mason County Promise Zone Authority Board Chair, Jason Kennedy.

- A. **Roll Call:** One (1) Board member was absent at roll call (Dena Thurston); one (1) board member vacancy.
- B. **Limited Public Comment:** Nick Palmer, Mason County College Access Network Coordinator, urged the Board to adopt the First Year Seminar program, he reviewed what the course could offer from a college access point of view, and he stated that he felt the need for the course to be offered at all schools.
- C. **Approval of the Agenda:** The agenda was approved with no agenda modifications.

**Motion - Large, Support - Nash; Motion carried: 9-0; 1 absent; 1 vacancy.**

- D. **Approval of Meeting Minutes from April 15, 2019 and May 13, 2019:** The meeting minutes for both April 15, 2019 and May 13, 2019 were approved with no modifications.

**Motion - Nash, Support - Schuyler; Motion carried: 9-0; 1 absent; 1 vacancy.**

**E. New Business:**

- o **West Shore Community College (WSCC) First Year Seminar:** The Board heard a presentation from West Shore Community College on the pilot first year seminar course that was run at Mason County Central High School, and was introduced to the new Director of Enrollment and Student Engagement at WSCC, Annie Jacobsen. Joan Vidak, guidance counselor at Mason County Central High School, was also present for the discussion on the pilot program. The Board approved the authorization of up to \$33,000 for up to two years with individual schools being able to determine whether they will

Meeting Minutes Pending Approval: \_\_\_\_\_  
Motion: \_\_\_\_, Support: \_\_\_\_, Motion carried: \_\_\_\_\_

participate or not in the first year seminar program, as presented in the proposal presented to the Board.

**Motion: Knizacky, Support - Makowicki; Motion carried: 8-0; 1 absent, 1 vacancy, 1 abstention (Amy Pepper - Conflict of Interest: Employee of WSCC).**

- **Approval of MMRMA Insurance Renewal:** The Board reviewed a communication from MMRMA regarding the Board's liability insurance policy and the renewal of the Board's liability insurance policy. The approved the renewal of the liability insurance policy through MMRMA in the amount of \$1,868, effective August 1, 2019 - August 1, 2020.

**Motion: McLain, Support - Large; Motion carried: 9-0; 1 absent, 1 vacancy.**

- **Review of 2018 Fiscal Audit:** The Board Treasurer Knizacky reviewed the fiscal audit conducted by Layton & Richardson, P.C. and provided the Board with a copy of the fiscal audit. The Board approved the acceptance of the audit dated June 27, 2019 for the fiscal year ending December 31, 2018.

**Motion: Nash, Support - Pepper; Motion carried: 9-0; 1 absent, 1 vacancy**

- **Review and Approval of 2019 Fiscal Audit:** The Board Treasurer Knizacky reviewed the 2019 budget proposal with the Board and provided the Board with a copy of the proposal. The Board approved the adoption of the budget proposal, with modification to increase expenditures by \$33,000 to account for the Board's approval of the first year seminar course being offered at all school districts prior to this action earlier in the meeting. The budget proposal was updated to include this increase in expenditures and was approved by the Board.

**Motion: McLain, Support - Schuyler; Motion carried: 9-0; 1 absent, 1 vacancy**

- **Update on Legislatively Appointed Seats:** The Board chair received verbal confirmation from Senate Majority Leader Mike Shirkey's Office that Jim McLain would be appointed to the Board seat on the Mason County Promise Zone Authority Board to represent the Senate Majority Leader. Written confirmation was to follow. The Board chair received verbal confirmation that Monica Schuyler would be appointed to the Board seat on the Mason County Promise Zone Authority Board to represent the Speaker of the House. Written confirmation was to follow.
- **Board Recruitment Discussion:** The Board discussed the process for selecting a board member to fill the vacancy created by the resignation of Nick Krieger. Board Chair Kennedy will develop a public posting to advertise the vacancy and to solicit applications to the Board to fill the vacancy. The deadline for application to the vacant seat will be August 1, 2019.

#### F. Old Business:

Meeting Minutes Pending Approval: \_\_\_\_\_  
Motion: \_\_\_\_, Support: \_\_\_\_; Motion carried: \_\_\_\_

- **Promise Zone Coordinator:** The Board discussed the hiring of a coordinator in collaboration with the Chamber of Commerce; however, no decision to move forward was made.
- **Founders Fund List:** The Board reviewed the most current Founders Fund List of donors, which is the list of donors who have contributed \$10,000 or more to the Promise Zone Authority Board.

**G. Committee Updates:**

- **Marketing Committee:** No report provided.
- **Appeals Committee:** No report provided.
- **Student Success Committee:** No report provided.

**H. Other Business:**

- Annette Quillan shared that the Promise Zone was identified as the non-profit benefactor for the Ludington Area Jaycees mini-golf proceeds on the following Monday. A portion of the proceeds from mini-golf sales that day will benefit the Mason County Promise. It was also suggested to continue the work of the student success committee, and to get the next meeting coordinated.

**I. Limited Public Comment:** Nick Palmer expressed appreciation for the support that he has received in working with local districts and the Promise Zone on college access activities.

**J. Adjournment:** The meeting was moved for adjournment at 4:40 p.m. by Large, and supported by Schuyler. Motion carried: 9-0; 1 absent; 1 vacancy. The meeting was adjourned.