



Mason County Promise Zone Authority Board Meeting
Meeting Minutes: Monday, March 11, 2024, 3 p.m. - 5 p.m.
Location: Lakeshore Resource Network Conference Room, E. Tinkham, Ludington, MI

Members Present: Monica Jewell, Fabian Knizacky, Amy Pepper, Annette Quillan, Chad Riffle, Kathy Surd, Joan Vidak, Vic Burwell (present online, non-voting, non-quorum)

Members Absent: Juliana Anderson, Roger Nash

1. **Call to Order:** *Jewell called the meeting to order at 3:07 PM*
2. **Limited Public Comment:** None
3. **Approval of the Agenda:** *Motion to approve the agenda by Knizacky, supported by Riffle; Motion carried 7-0-3.*
4. **Approval of the Minutes**
 - a. *2-12-2024: Motion to approve the minutes by Vidak, supported by Knizacky; Motion carried 7-0-3.*
5. **Treasurer's Report:**
 - a. Balance Report for January & February 2024
 - b. 2024 Invoices & Budget Items:
 - i. 2024 MPZA Dues Invoice from MCAN: \$3000
 1. *Approval of Invoices*
 - c. *Approval of Treasurer's Report: Motion to approve the invoice and Treasurer's Report by Vidak, supported by Surd; Motion carried 7-0-3.*
6. **Director's Report**
 - a. *Approval of Director's Report: Motion to approve the Director's Report by Knizacky, supported by Vidak; Motion carried.*
7. **New Business**
 - a. Met WSCC College Completion Coach, Talea Fournier: Talea Fournier shared about the completion coach role at WSCC as the Completion Coach, that the role serves first generation, low-income, and students of color, and shared about the summer "College Edge" program at WSCC.
 - b. Board Member Resignation: Juliana Anderson, 3-5-24: *Motion by Riffle to accept resignation, with regret, supported by Vidak; Motion carried 7-0-2.*
 - c. Committee Reports: (Minutes found here: <https://www.masoncountypromise.org/minutes>)
 - i. Appeals Committee: Did Not Meet; Next Meeting: 6-3-24@11AM
 - ii. Student Success Committee: Met: 2-24-24@10AM; Next Meeting 4-2-24@10AM
 1. *Recommendation on Educational Supplies Award: Motion by Quillan to approve the recommendation for the Educational Supplies Award to be provided for students with 12 credits and above, maintaining other requirements, with requirements not being subject to appeal, supported by Riffle; Motion carried 7-0-2.*
 2. *Recommendation on Success Coordinator Roles*
 - a. Draft MOU
 - b. Funding Request Form
 - c. Collaborative Action Plan
 - i. *Motion by Surd to enter into a negotiation to finalize a proposal for two success coaches in Mason County at local school districts, a proposal which will come back to the Promise Zone board for final consideration, supported by Quillan; Discussion: Knizacky inquired whether 100% of the funding is to come from the Promise Zone, to which Surd responded that it was because schools would be responsible for hiring, training, office space, data access, office supplies and supervision, and this was the part that Promise Zone could do; Knizacky asked if*



the Board was comfortable with the fact that two employees might be paid differently at different districts to do the same job; Surd responded that similar to some Mi-STEM roles, she was comfortable with the pay being different according to a different environment; *Motion carried 7-0-2.*

- iii. Community Engagement Committee: Did Not Meet; Next meeting: 5-1-24@10AM: Maloney mentioned that at the next meeting, she will be asking for a Board member to step into the CEC Chair role.
- iv. Executive Committee: Did not meet; Next Meeting: 10-21-24@1PM

8. Old Business

- a. *New Board Member Decision: Motion by Knizacky to fill both vacancies with the two candidates we have in place, supported by Pepper; Discussion: Surd stated that she supports the motion but wants to draw attention to the fact that the representation from Custer is light, and that that was her only hesitation, to which Knizacky responded that the Board cannot select someone who doesn't apply; Maloney asked Board members who work at or closely with WSCC if they were comfortable that they would be able to share openly if there were a WSCC Dean on the Board, to which Riffle responded that he was 100% comfortable with it, and Pepper responded that she was comfortable and that a Dean can get things done; Motion carried 7-0-2.*

9. Any Other Business: None

10. Limited Public Comment: None

11. Adjourn: Jewell moved to adjourn the meeting at 4:30 PM.