



**Mason County Promise Zone Executive Committee  
Meeting Minutes  
October 28, 2021 at 1:30 PM  
Ludington & Scottville Chamber of Commerce**

**Members Present:** Fabian Knizacky, Andrea Large, Jim McLean (virtual, non-voting), and Monica Schuyler

**Member absent:** Dena Thurston

**Staff present:** Jody Maloney

1. Call to Order: Meeting was called to order by Schuyler at 1:38 PM
2. Limited Public Comment: None offered by public
3. Approval of the Minutes from October 6, 2021: Motion by Knizacky to approve the minutes, supported by Large; Motion carried, 3-0-1 absent-1 non-voting due to online attendance.
4. Approval of the Agenda: Motion to approve the agenda by Large, supported by Knizacky; Motion carried 3-0-1 absent-1 non-voting due to online attendance.
5. New Business
  - a. Chamber relocation to current Smith & Eddy building: Maloney shared that the Promise office will move to downtown Ludington by January 2022. Maloney will notify the Board at the next Board meeting and update Promise addresses when appropriate.
6. Old Business
  - a. Director Review: Report from Schuyler
    - i. Conducted on 10/19/21 by Brandy Miller & Monica Schuyler: McLean suggested that the Director's goals should align with the Board's goals. The Committee discussed, and Schuyler agreed to rewording and reallocating percentages on the review for the following goals:
      1. Implement and develop evaluation for the new Board, Committee and Workgroup Structure: 15%
      2. Develop a 3-5 year expansion framework (programming, staffing, budget): 15%
      3. Develop a framework for Student Support at WSCC 20%
      4. Take lead to implement board goals 1 & 2: 25%
    - ii. *Recommendation: Knizacky made a motion to recommend acceptance of the review report as amended, and to accept the Chair's recommendation of a 3% increase with support from Large; Motion carried 3-0-1 absent-1 non-voting due to online attendance.*
  - b. Follow-up on CFFMC Investment Presentation
    - i. *Recommendations:*
      1. *Schuyler made a motion to recommend to the full Board to accept the revised fund agreement, with support from Knizacky; items discussed were a revision of the signature page to include the Promise Zone Board Treasurer rather than a Mason County Commissioner; Knizacky also requested that when the fund agreement is presented as revised to the Board, that Large make clear to the Board that the money in the fund becomes the Community Foundation property, which is advised by the Mason County Promise Zone for the purpose defined in the fund agreement; Motion carried 2-0-1 absent, 1 abstention (Large), 1 non-voting due to online attendance. Large will provide a projection and growth informational handout along with the revised proposal for the fund agreement to Maloney for the Nov. 4<sup>th</sup> Board packet.*
      2. *Knizacky made a motion to recommend to the full Board that the Board allow the annual distribution to accumulate in the fund each year; supported by*



*Schuyler. Motion carried 2-0-1 absent, 1 abstention (Large), 1 non-voting due to online attendance.*

- ii. Related Discussion on Donor Intent
    1. Knizacky suggested to Schuyler that Pennies from Heaven, who helped to raise the majority of private funding for the Promise, could provide a letter to clarify the donor intent for those funds to fulfill the place-based scholarship needs for Mason County's students.
    2. *Recommendation: Large made a motion to recommend to the full Board to forgive the outstanding Schoenherr pledge of \$100,000; supported by Knizacky; McLean stated that if he were present~~ed~~ in person to vote, that he would vote against this recommendation; Motion carried 3-0-1 absent, 1 non-voting due to online attendance.*
  - c. Kennari Contract Proposal (REF #3)
    - i. Submitted a new version with corrections.
    - ii. Questions on the hourly option: Kennari estimated that the first (fee-based not hourly) proposal worked out to about \$80/hr., whereas the hourly-based 2022 proposal costs are \$150/hour.
      1. *Motion by Knizacky to send the Kennari Consulting proposal for 2022 to the Board for approval; Supported by Large; Motion carried 3-0-1 absent, 1 non-voting due to online attendance.*
  - d. MOU has been sent to WSCC for initial draft review and a related meeting date requested.
7. Any Other Business: Maloney passed around the Lenz-Balder bond policy for November 2021-November 2022; There are no changes to the policy or cost. The Committee members present at the meeting reviewed the policy with no concerns.
  8. Limited Public Comment: None offered by the Public
  9. *Adjourn: Schuyler moved to adjourn the meeting at 2:27PM.*