



Mason County Promise Zone Authority Board
Meeting Agenda
Monday, October 12th, 2020, 3 p.m. - 5 p.m.
Ludington & Scottville Chamber of Commerce Conference Room

Location: Online in compliance with Michigan Governor Whitmer's Executive Order 2020-154 & 177
To join online, use this link:

<https://us02web.zoom.us/j/83702755270?pwd=YTJlEa21lL28zWDdoQWRQME1DSIU2dz09>

ID: 837 0275 5270 Password: 4jcYuZ By phone: 1 646 876 9923 ID: 837 0275 5270 Password: 492812

1. **Roll Call/Call to Order**
2. **Limited Public Comment**
3. **Approval of the Agenda**
4. **Approval of Meeting Minutes – September 14th, 2020 (REF #1)**
5. **New Business:**
 - a. Treasurer's Report:
 - i. Monthly Update on Budget
 1. General Fund Balance (REF #2): \$574,780.36
 2. Approval of Treasurer's Report
 - b. Coordinator's Report (REF #3)
 1. Request for \$1000 increase to educational activities funds to support 2021 WSCC in-person Promise Scholar activities for SU21 & FA21.
 - c. 2021 Board Vacancy
 - i. Vacancy posted at courthouse & promoted in newspapers, on Promise website, social media, and through educational partners. Requested by Nov. 1.
 - ii. Plan for November review of applications. No applications received yet.
 - iii. Plan for applicant evaluation & selection remains unchanged from 2019.
 1. Conflict of Interest for Policy Committee?
6. **Old Business:**
 - a. 2021 Board Member & Committee Roles & Responsibilities Training Proposals
 - i. Strategiz (New Proposal) One-year plan: \$18000 plus travel as required (REF #4)
 - ii. Kennari Consulting One year plan: \$12000 plus mileage as required (REF #5)
 - iii. MSU Extension 12-18 Month plan: No cost (all virtual) (REF #6)
 - iv. See Executive Committee recommendation to follow
 - v. RFP process for Policy Committee?

- b. Ludington & Scottville Chamber 2020-21 Agreement (**REF #7**)
 - i. See Executive Committee items below
- c. Committee Updates:
 - i. Student Success: Met 9/14/20; Next meeting 11/9/20@8AM
 - 1. Book Information—Average cost for books is \$414/year (2019-20)
 - 2. Incentive Information (**REF #8**)
 - a. See Executive Committee recommendation below
 - ii. Executive Committee: Met: 10/5/20 @ 1PM (**REF #9**)
 - 1. Reviewed 2021 Budget; Will recommend at Nov. Meeting
 - 2. Reviewed Chamber Contract for 2020-21, with no changes recommended to month-to-month billing arrangement or annual agreement; Rate for Chamber staff hours is not changing for 2020. Per President/CEO Brandy Miller, the cost for agreement remains at \$41,750 provided no adjustment to coordinator salary is made.
 - 3. Suggests a special meeting in November to review partnerships with Chuck Wilbur from MPZA before beginning further Board training
 - 4. *Recommends Kennari Consulting for Board Training in 2021 at a cost of \$12,000 for one year plus travel (currently planning on virtual)*
 - 5. *Recommends adding funding for Scholar Success Programming incentives up to \$11,500 based on the following plan (2021)*
 - a. *Up to \$9000 at \$25 per participant for up to 3x/semester of monthly participation for first year students and up to \$2500 at \$25/semester for semester-based participation for returning students.*
 - i. First-years Scholars complete 1 check-in w/coordinator, 2 Canvas modules, attend at least 2 virtual Meetups (or watch online and provide a reflection), & meet with an academic advisor 1x per semester; must also meet 2.0 for continued eligibility for incentives in winter semester. Returners must maintain a 2.0 (or have an approved appeal and participate in success coaching) & meet with an advisor each semester. Fall-Winter only.
 - 6. *Approval of Executive Committee Minutes from 10/5/2020*
 - iii. Appeals: 10/5/20 meeting cancelled; Next meeting 11/2/2020 @11AM
 - iv. Marketing: Met on 9/30/20 meets on 12/2/20@4PM (**REF #10**)
 - 1. Founders Fund Plaques Received; Planning for Promise Reception postponed until social gatherings are safe.
 - 2. *Requesting \$5367 for 2021 Marketing Budget*
 - v. Policy Committee: Next meeting on 10/28/20 at 10AM.

7. Any Other Business

8. Limited Public Comment

9. Adjourn