



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

Monday, January 11, 2021, 3 p.m. - 5 p.m.

Location: Online via Zoom due to ongoing Covid-19 pandemic state of emergency declared by Michigan DHHS

Members Present:

Andrea Large-Ludington, MI, Amy Pepper-Scottville, MI, Kathy Surd-Pere Marquette Twp., MI, Fabian Knizacky-Ludington, MI, Annette Quillan-Ludington, MI, Monica Schuyler-Pere Marquette Twp., MI, Jim McLean-Cornelius, NC, Jason Kennedy-Ludington, MI, Dena Thurston-Fountain, MI, Kristen Biggs-Ludington, MI

Members Absent:

Roger Nash

Staff Present:

Jody Maloney, Kelly Parker & Mary Sumners (Kennari Consulting Contract)

Call to Order

Schuyler called the meeting to order at 3:00 p.m.

1. **Limited Public Comment:** None
2. **Approval of the Agenda:** *Motion by McLean to approve the Agenda, with support by Knizacky; Motion carried ~~10~~9-0-1.*
3. **Approval of the Minutes:** *Motion by McLean to approve the minutes from December 14th as amended, with support from Kennedy; Motion carried 10-0-1.*
 - a. *December 14th Meeting Amendments:*
 - i. *Appeals committee will meeting on Feb. 1st, 2021 @ 11am*
 - ii. *Policy Committee met on 1/6/21.*
4. **Treasurer's Report:** *Motion by Knizacky to approve the Treasurer's Report, with support by Kennedy; Motion carried 9-0-1. McLean abstained.*
 - a. Trial Balance: \$1,299,334.48
 - i. Quillan noted that some donations were missing; Knizacky shared that the Treasurer's report for December 2020 was incomplete because the year-end accruals had not been added.
 - b. *Invoices: WSCC Fall 2020: \$155,795.34: Motion by Knizacky to approve payment of the WSCC Fall 2020 Invoice, with support by Kennedy; Motion carried, 8-0-1, with McLean Abstaining.*
5. **Director's Report-**Maloney shared a brief list of her activities over the past month, December 2020-January 2021.
6. **New Business**
 - a. Overview of Plan of Work: Mary Sumners, Kennari Consulting
 - i. *Motion by Knizacky to approve the proposed Plan of Work by Kennari, with support by Large; Motion carried ~~10~~9-0-1.*
 - b. 2021 Committee, Committee Chair and Other Appointments
 - i. Student Success
 - Andrea Large, Jim McLean, Monica Schuyler, Kathy Surd and Jason Kennedy are willing to serve on the Student Success Committee.
 - a. Jason Kennedy, Chair for Student Success

- ii. Executive Committee
 - Monica Schuyler, Jason Kennedy, Fabian Knizacky and Andrea Large are willing to serve on the Executive Committee
 - a. Dena Thurston & Jim McLean at large
 - b. Monica Schuyler, Chair for Executive committee
- iii. Appeals
 - Amy Pepper, Fabian Knizacky, Annette Quillan, Kristen Biggs, Roger Nash are willing to serve on the Appeals Committee
 - a. Fabian Knizacky, Chair for Appeals Committee
- iv. Marketing
 - Monica Schuyler, Annette Quillan, Dena Thurston are willing to serve on the marketing committee
 - a. Dena Thurston, Chair for Marketing Committee
- v. Policy Committee
 - Annette Quillan, Monican Schuyler, Fabian Knizacky, Jim McLean willing to serve on the Policy Committee
 - a. Jim McLean, Chair for Policy Committee
- vi. FOIA Coordinator: Fabian Knizacky
 - *Motion by Kennedy to approve the Knizacky at the FOIA Coordinator, with support by Quillan; Motion carried ~~10~~9-0-1.*
- vii. MMRMA Representative: Jason Kennedy
 - *Motion by Surd to approve Kennedy as the MMRMA Representative, with support by Knizacky; Motion carried ~~10~~9-0-1.*
- viii. *Confirmation of Appointments by Board*
 - *Motion by McLean to approve the overall appointments, with support by Large; Motion carried 10-0-1.*
- c. Laws affecting Promise Zones
 - i. PA 254 of 2020 (OMA new amendment—virtual meetings for any reason until March 30)
 - ii. PA 330 of 2020 (Confirm that books are optional)
- d. Committee Reports: Policy Committee met on 1/6/21
 - i. Updates to ByLaws to abide by OMA for good
 - 1. *Motion by Knizacky to approve the updates to the Bylaws with support by McLean; Motion carried ~~10~~9-0-1.*
 - ii. Proposed Board Member Handbook for Procedural Guidance
 - Board will continue to review and reflect on the document; Maloney will add a Promise Primer.
 - iii. February Meetings: Appeals: 2/1/21-One appeal so far; Student Success: 2/8/21

7. **Old Business:** None

8. **Any Other Business:** None

9. **Limited Public Comment:** None.

10. **Adjourn:** *The meeting was moved for adjournment at 4:21 p.m. following a motion from Schuyler.*