



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

**Monday, January 9, 2023, 3 p.m. - 5 p.m.**

**Location: Lakeshore Resource Network Conference Room, E. Tinkham, Ludington, MI**

**Present:** Roger Nash, Amy Pepper, Annette Quillan, Chad Riffle, Monica Schuyler, Kathy Surd, Dena Thurston, & Joan Vidak;

**Members absent:** Vic Burwell, Fabian Knizacky (online, non-voting)

**Staff Present:** Jody Maloney

1. **Call to Order:** Schuyler called the meeting to order at 3:02 PM
2. **Limited Public Comment:** None
3. **Approval of the Agenda:** Motion by Nash to approve the agenda, with support from Vidak; Motion carried 8-0-2.
4. **Approval of the Minutes from 12-12-22:** Motion to approve the minutes by Nash, with support from Vidak; Motion carried 8-0-2; See Any Other Business item 9b.
5. **Treasurer's Report:**
  - a. No Treasurer's Report; 2022 Balance Report will be provided in February after the 2022 year is finalized
  - b. *Invoices (All were included in 2022 budget):*
    - i. *WSCC Marketing Invoice: \$6000: Motion by Quillan to approve paying the invoice but any other marketing invoice must include dates and amounts before approval, supported by Surd; Thurston added that she feels "we should pay our bills" and that the CEC will hear about this in February; Motion carried 8-0-2.*
    - ii. *WSCC Fall 2022 Tuition & Fees: \$171,010.16*
    - iii. *MCC FAFSA Initiative: \$500 (REF #4)*
    - iv. *Approval of Invoices: Motion by Riffle to approve both invoices (ii. & iii.), with support from Vidak; Thurston inquired whether the support for families was helpful, to which Vidak responded that it was, especially with pizza provided through an MCAN grant; Motion carried 8-0-2.*
6. **Director's Report**
  - a. *Approval of Director's Report: Motion by Thurston to approve, supported by Vidak; Motion carried 8-0-2.*
7. **New Business**
  - a. **Promise Board Oath of Office:** Clerk Kelly met with and provided the oath to new and renewing Board members individually prior to the meeting.
  - b. **Committee Reports**
    - i. **Appeals:** Did not meet; Meets next 2-6-2023@11:00AM
    - ii. **Community Engagement Committee, Met 1-4-2023; Meets next 2-1-2023@3:30PM:** CEC Chair Thurston explained that the Board matrix should be updated for all members, then shared about the process for selecting candidates for initial interviews and the Board identified needs. Knizacky disclosed via chat that Shoop is his sister.
      1. **Board Candidate Interview Recommendation & all applications**
        - a. *Candidate Interview Decision: Motion by Thurston to interview the three CEC-recommended candidates (Pettinato, Shoop, Jackoviak-Anderson), supported by Nash; Surd shared "there's a candidate I love who was not selected," and gave "kudos" to the committee for putting great thought into a challenging process, to which Riffle added, "thank you for your work"; Motion carried 8-0-2. Maloney will reach out to identified candidates to offer interview times.*

- b. Schedule Special Meeting or February Board Meeting? General consensus was to interview during the regular meeting of the Board in February.
  - 2. *Recommends update of Board Matrix each year at the annual Board meeting if there has been any change in membership: Motion to approve adding an updating of the Board's strength matrix to the annual meeting each year by Thurston, with support from Vidak; Motion carried 8-0-2. Please submit to Director by 1-30-23@1:00PM*
    - iii. Student Success Committee: Did not meet; Meets next 1-23-2023@10:00AM
    - iv. Executive Committee: Did not meet; Meets next 10-16-2023
- c. FOIA & MMRMA Appointments
  - i. Renewal of Appointment: FOIA Coordinator: Fabian Knizacky
  - ii. Renewal of Appointment: MMRMA Representative: Jody Maloney
    - 1. *Motion by Riffle with support from Surd to confirm FOIA and MMRMA appointments; Motion carried 8-0-2.*
- d. *Confirmation of 2023 Committee Service: Motion by Quillan with support from Nash to confirm Committee Service for 2023; Motion carried 8-0-2.*
- e. 2022 Handbook & Conflict of Interest Form—Maloney requested that members submit new forms if there are updates since their last signing.
- f. *Certificate of Incumbency—The Board's certification of elected officer and director roles for 2023: Motion by Vidak to certify, with support from Riffle; Motion carried 8-0-2.*
- g. *Certificate of Compliance—Board adherence to Promise Zone laws and our local amended plan: Motion by Thurston with support from Nash to approve; Motion carried 8-0-2.*

**8. Old Business:**

- a. WSCC College for Kids Update: Surd shared updates related to the program plans for 2023, and shared that the scholarship support from the Promise would be essential to continuing the program.
- b. Amended Plan: Treasury confirmed approval on 1-4-2023; For 6 years of availability—will this be for all active cohorts (2019 and beyond), all cohorts (2018 and beyond), or starting with the 2023 cohort only? Board members confirmed that the intent was for the 6-year availability to be for all scholars in 2018 and thereafter.

**9. Any Other Business:**

- a. Surd asked if there was an option to get the word out to past scholars about a renewed chance to pursue college; Other members added that it's challenging for students who don't start college right away or take a break that they can still use the Promise if their total availability has not passed. Maloney will add developing Board member talking points to the next CEC meeting agenda.
- b. Riffle noted that an error naming "Large" where it should read as "Knizacky" was overlooked in the minutes; *Riffle made a motion to amend the minutes to address the error (8.B.iii.c.), with support from Thurston; Motion carried 8-0-2.*

**10. Limited Public Comment: None**

**11. Adjourn: Schuyler motioned to adjourn the meeting at 4:16 PM.**