



Mason County Promise Zone Authority Board Policy Committee
Policy Committee Meeting
December 1, 2020 at 11:00 AM
Minutes

Location: Online via Zoom due to Michigan DHHS Coronavirus Emergency Declaration

Members Present: Jim McLean, Fabian Knizacky, Monica Schuyler, Annette Quillan; Absent: Ed Makowicki.
Staff Present: Jody Maloney

1. **Call to Order:** Schuyler called the meeting to order at 11:03 AM. Roll call: Monica Schuyler, Pere Marquette Twp., MI; Fabian Knizacky, Ludington, MI; Jim ~~McClean~~ **McClean**, Cornelius, NC; Annette Quillan, Ludington, MI.
2. **Limited Public Comment:** None
3. **Approval of the Agenda:** Motion by McLean to approve the agenda, supported by Knizacky; Motion passed, 4-0-1, with approval from McLean, Knizacky, Schuyler & Quillan.
4. **Approval of the Minutes:** Motion by McLean to approve the minutes, supported by Quillan; Motion passed, 4-0-1, with approval from McLean, Knizacky, Schuyler & Quillan.
5. **New Business: None**
6. **Old Business**
 - a. Update Bylaws to include Update to OMA: PA 228 of 2020 (REF #2)
 - i. Changes in dark red are updated since last meeting
 1. *Recommendation: Motion by McLean to recommend approval of By-Laws to full Board, noting that the word "coordinator" should be changed to "director" throughout the By-Laws, supported by Knizacky; Motion passed 4-0-1, with approval from McLean, Knizacky, Schuyler & Quillan.*
 - ii. All language in red reflects proposed changes since last approved by-laws
 - b. Provisional Handbook for 2021 (REF #3)
 - i. Review of changes in red/highlighted areas: Committee would like the full document to be ready before presentation to the board. Maloney and Knizacky will address inconsistencies with purchase procedures and take the document back to committee in early January before doing so.
 1. *Recommendation: No action taken.*
7. **Any Other Business: None**
8. **Limited Public Comment: None**
9. **Adjourn:** Schuyler moved for adjournment at 12:01 PM.