



**Mason County Promise Zone Authority Board Meeting**  
**Meeting Minutes**  
**Monday, May 10, 2021: 3 p.m. - 5 p.m.**  
**Location: Online via Zoom due to Mason County Emergency Order**

**Members Present:**

Andrea Large-Ludington, MI (Joined 3:08 and left at 4:30 PM); Amy Pepper-Scottville, MI; Kathy Surd-Pere Marquette Twp., MI (Left at 4:59 PM); Fabian Knizacky-Ludington, MI; Annette Quillan-Ludington, MI; Monica Schuyler-Pere Marquette Twp., MI; Jim McLean-Cornelius, NC; Dena Thurston-Fountain, MI; Kristen Biggs-Ludington, MI; Roger Nash-Eden Twp., MI; Jason Kennedy, Ludington, MI; arrived at 3:30 PM.

**Staff Present:**

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

**Call to Order**

Schuyler called the meeting to order at 3:01 p.m.

1. **Limited Public Comment:** None
2. **Approval of the Agenda:** *Motion by McLean to approve the Agenda, with support by Nash; Motion carried 9-0-2.*
3. **Approval of the Minutes:** *Motion by Quillan to approve the minutes from the April 12th minutes, with support from Knizacky; Motion carried 9-0-2.*
4. **Treasurer's Report:**
  - a. Trial Balance: \$1,118,712.74
  - b. *Invoices:*
    - i. WSCC Winter 2021 for \$139,257.42
      - *Motion by Quillan to approve the invoice for WSCC Winter 2021 , with support by Biggs; Motion carried. 9-0-1-1; Mclean Abstained.*
    - ii. WSCC FYS 2020-21 for \$12,096.00
      - *Motion by McClean to approve the invoice for WSCC FYS 2020-21 , with support by Large; Motion carried. 10-0-1.*
    - iii. *Approval of Treasurer's Report*
      - *Motion by McLean to approve the Treasurer's Report, with support by Nash; Motion carried. 10-0-1.*
    - iv. CFFMC Fundholder Letter, March 21, 2021
5. **Director's Report**-Maloney shared a brief list of her activities over the past month, April-May 2021.
  - a. *Motion by Nash to approve the Director's Report, with support by Kennedy; Motion carried 10-0-1.*
6. **New Business**
  - a. Mason CAN Support
    - i. Benefits of Funding Mason Can Operation
      - Mason Can goals support the Promise
        - a. *Motion by Kennedy to have the Executive Committee to review and with support by McLean; Motion carried. 10-0-1.*
  - b. Committee Reports:
    - i. Appeals Committee: Next meeting 6/7/21@11AM Online

- ii. Student Success Committee: Met: 5/10/21@8AM Online; Next meeting 6/7/21@ 9:30AM Online
  - Purpose—Review
    - a. SSC will review in June along with creating their Charter and suggested that research and data be added to the list of their Committee responsibilities.
- iii. Marketing Committee: Next meeting 6/2/21 @4PM Online
- iv. Executive Committee: Next meeting 6/1/21@3PM Online
- v. Policy Committee: Has not met; Ad hoc

**7. Old Business:**

- a. Approval of Objectives & Goals
  - i. *Motion by McLean to approve the Objectives and Goals with the "6 years" changed to "3 years of enrollment" with support by Nash; Motion carried 10-0-1.*
- b. Committee Discussion
  - i. Process and Timeline
  - ii. Committee Structure Recommendations
    - Data Teams suggested by Surd
- c. Next steps in the discussion
  - i. Committees Develop Charters
  - ii. Committees identify strategies to meet objectives

**8. Any Other Business:**

- a. Pepper shared that emergency internet assistance funds have been made available through WSCC as part of covid relief and shared this link in the chat:  
<https://www.fcc.gov/broadbandbenefit#:~:text=The%20Emergency%20Broadband%20Benefit%20is%20an%20FCC%20program,healthcare%20services%2C%20virtual%20classrooms%2C%20and%20so%20much%20more>
- b. Other items from the chat: Andrea Large to Jody Maloney (Direct Message): I am here. Sorry I was using the link in my invitation which was not Zoom. Also, my camera isn't working - not sure why.
  - i. From Monica Schuyler to Everyone: It was a wonderful event! Thank you Dena for all your efforts!
  - ii. From Kathy Surd to Everyone: Way to go, Dena!
  - iii. From Dena Thurston to Jody Maloney(Direct Message): My pleasure!
  - iv. From Amy Pepper, West Shore CC to Everyone: <https://universitybusiness.com/state-by-state-look-at-colleges-requiring-vaccines/>
  - v. From Amy Pepper, West Shore CC to Everyone: So far just 4 colleges in MI requiring vax
  - vi. From Kathy Surd to Everyone: Nice job getting an AmeriCorp member to help us in our work!
  - vii. From Andrea Large to Jody Maloney(Direct Message): I have to go. Let me know if there is anything you need from me.
  - viii. From Amy Pepper, West Shore CC to Everyone: There is a bit of feedback from unmuted.
  - ix. From Jody Maloney to Amy Pepper, West Shore CC(Direct Message): Did that help?
  - x. From Amy Pepper, West Shore CC to Jody Maloney(Direct Message): yes, thanks
  - xi. From Annette Patrello Quillan to Everyone: Good job Kathy!
  - xii. From Kathy Surd to Everyone: I'm sorry I have to leave for another function this evening. I did have an error in the earlier conversation when I said that "the group we were missing was the students who left WSCC after 3 years and still graduated from an institution within 6 years." I should have also included any students that get a degree or certificate in years 4, 5, or 6 from WSCC. If this is in the meeting minutes, can you correct my initial error statement? Thanks.
  - xiii. From Amy Pepper, West Shore CC to Everyone:  
<https://www.fcc.gov/broadbandbenefit#:~:text=The%20Emergency%20Broadband%20Benefit%20is%20an%20FCC%20program,healthcare%20services%2C%20virtual%20classrooms%2C%20and%20so%20much%20more>

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

**10. Adjourn:** Schuyler moved for adjournment at 5:07 p.m.