



Mason County Promise Zone

Community Engagement Committee Meeting Minutes

November 1, 2023 at 3:30 P.M.

Location: Lakeshore Resource Center Conference Room, E. Tinkham, Ludington

Present: Juliana Anderson, Vic Burwell (left at 4:25 P.M.), Annette Quillan, Monica Schuyler (Left at 4:54 P.M.), & Dena Thurston

Staff present: Jody Maloney

1. Call to Order: Thurston called the meeting to order at 3:35 P.M.
2. Limited Public Comment: None
3. *Approval of Agenda: Motion by Schuyler to approve, supported by Burwell; Motion carried 5-0-0.*
4. *Approval of Minutes from August 2, 2023: Motion by Schuyler to approve, supported by Anderson; Motion carried 5-0-0.*
5. New Business:
 - a. Set 2024 Meeting Schedule
 - i. Based on previous years: Jan. 3--New Board Member App. Review, Feb. 7—Regular Business, May 1—Regular Business, Aug. 7—Regular Business, Nov. 6—Board Officers & Committees
 - ii. Time—The committee will plan to meet on the above dates at the 3:30 time in 2024.
 - b. New Board Member Posting
 - i. Matrix review: The committee reviewed the areas where there is the least board representation and did not change the application to include an emphasis on specific needs highlighted in the matrix.
 - ii. New Posting Update Review: The committee felt a one-page application would be better, since a letter of interest and resume could be redundant with the required information on the second page. Maloney will adjust the application for the 2024 vacancy.
 - iii. The committee felt that the regular window of posting (after November meeting through December) did not need adjusting.
6. Old Business
 - a. Canvassing
 - i. Board Officer & Committee Canvassing (REF #4)
 1. Board Officer Interest: Thurston made a motion for the CEC to nominate Schuyler for the Board Chair role, Anderson for the Board Vice Chair, Knizacky as the Board Treasurer, and Surd as the Board Secretary for the 2024 year, supported by Anderson; Quillan shared that the Board spokesperson and CEC's new responsibilities which didn't include marketing were too limiting--clarification on the vote being related to Board leadership nominations rather than CEC committee responsibilities was made by Thurston and Schuyler; Motion carried 5-0-0.
 2. Committee Service: No need for specific committee membership changes were expressed by members during canvassing.



3. Committee Chair Interest: Chair roles based on specific interest included:
Anderson willing to serve as CEC Chair, Vidak willing to continue serving as SSC Chair, Knizacky willing to continue serving as Appeals Chair.
4. Remaining needs/Nominations: Knizacky indicated willingness to continue as the FOIA coordinator, and Maloney serves as the MMRMA Representative, so no additional roles needed nominations.
- ii. Training suggestions: CEC members reviewed ideas for training shared in Board canvassing, and felt that finalizing Board growth discussions would take priority over additional trainings.
 1. Understanding Gen Z
 2. K-12 ETA Data on Comparisons between Mason County & State
- iii. 2023-24 Board Development
 1. Working Handbook
 - a. Added Board Leadership Role description—Maloney noted that she added this page after a newer Board member indicated that it would be helpful to know what each role does when considering future service.
 - b. Revisit Committee Charter—No major changes recommended.
 - c. Other major changes recommended: None
 - b. Current Communications Plan: Maloney shared a draft communication plan.
 - c. Website Update: Board Member Bios <https://www.masoncountypromise.org/about-1-1>
7. Limited Public Comment: None
8. *Adjourn: Thurston moved to adjourn the meeting at 4:55 P.M.*