



Mason County Promise Zone Authority Board Policy Committee
Policy Committee Meeting
Minutes
January 6, 2021 at 11:00 AM

Location: Online due to Michigan DHHS Coronavirus Emergency Declaration that Limits Public Gathering

PURPOSE: The purpose of the Mason County Promise Zone Policy Committee is to provide recommendations on policy related issues to the Board.

1. **Call to Order:** Schuyler called the meeting to order at 11:00 AM. Members present: Monica Schuyler, Ludington, Mi; Fabian Knizacky, Summit Twp., Mi; Annette Quillan, Ludington, MI; Jim McLean, Cornelius, NC.
2. **Limited Public Comment:** None
3. **Approval of the Agenda:** Motion by Quillan to approve, supported by Knizacky; Motion passed 4-0-0.
4. **Approval of the Minutes:** Motion by Knizacky to approve, supported by Quillan; noting a correction needed in McLean's name spelling; Motion passed 4-0-0.
5. *New Business*
 - a. Committee Charter Template Design was reviewed with no action.
6. **Old Business**
 - a. Open Meetings Act Update (REF #3)
 - i. Update to PA 254 of 2020: OMA online meetings for any reason now goes until March 30 2021. Proposed changes to ByLaws (REF #4)
 1. McLean suggested to update the ByLaws to reflect that the Board will follow Open Meetings Act. Knizacky suggested to include that Mason County Promise Zone Authority Board will abide by the Open Meetings Act and any related state law as amended. Procedures related to OMA and any state law as amended will be outlined in the Board member Handbook. The Committee would like for Director and Chair to update both documents based on this and present it to the Board for review without formal recommendation.
 - b. Provisional Handbook for 2021 (REF #5)
 - i. Review of changes: The Director will add the OMA procedures currently in the Bylaws to the Handbook and review with the Chair.
7. **Any Other Business:** McLean inquired about the status of honoring the Promise Steering Committee. The Marketing Committee had planned to do so by a group photo, but this is on hold due to Coronavirus. McLean

also mentioned the Law changes to Books. Knizacky suggested that the full Board should review changes and decide if there is action needed in Committee.

8. **Limited Public Comment:** None
9. **Adjourn:** Schuyler moved to adjourn at 11:44 AM