



**Mason County Promise Zone Authority Board
Meeting Minutes
Monday, June 8th, 2020, 3 p.m. - 5 p.m.
Conference Call per Governor's Executive Order 2020-75**

Members Present: Andrea Large, Amy Pepper, Kathy Surd, Dena Thurston, Fabian Knizacky, Annette Quillan, Roger Nash (arrived 3:08pm), Monica Schuyler, Ed Makowicki, Jim McLean

Members Absent: Jason Kennedy

Staff Present: Jody Maloney, Kelly Parker, Brandy Miller

Call to Order Schuyler called the meeting to order at 3:06 p.m.

1. **Limited Public Comment:** None
2. **Approval of the Agenda:** Motion by McLean to approve the Agenda, noting a change of the word "Minutes" in the title to "Agenda" with support by Large; Motion carried, 9-0-2.
3. **Approval of the Meeting Minutes**
 - a. **May 11, 2020:** The minutes were approved following a motion from Large, with support from Knizacky; Motion carried, 9-0-2.
4. **New Business:**
 - a. **Treasurer's Report:**
 - i. **Monthly Update on Budget:** Knizacky gave the update on the May budget
 1. Knizacky reported a trial balance of \$685,911.68. The financial report was approved following a motion from McLean with support from Nash; Motion carried, 10-0-1.
 2. Invoices: MMRMA: Two Separate invoices
 - a. \$1410
 - b. \$500
 - i. Knizacky made a motion to pay both MMRMA invoices, with support from McLean; Motion carried, 10-0-1.
 - b. **Coordinator's Report:** Maloney shared a brief list of her activities over the past month, May 8-June 3, 2020.
 - c. **Financial Management of Fundraised Dollars:** McLean inquired about the separation of fundraised dollars from SET dollars. Mason County will receive the SET funds, and the fundraised dollars will remain in the Community Foundation for Mason County. Large suggested that the Promise Zone may want to consider moving fundraised dollars into an endowment fund in the future.
5. **Old Business**
 - a. **Review Amended Plan Update**
 - i. Lighthouse Baptist Academy: Proposed language does not address this institution
 1. Large made a motion to include the alternative eligibility language in the Mason County Promise Zone Amended Plan, to be written as follows: "1 a. Reside in Mason County and graduate from a public or non-public school located in Mason County, b. Graduate from and reside within the boundaries of a public or private accredited school located in Mason County." Motion supported by Thurston; Motion passed 10-0-1

2. Attempted credits: Knizacky made a motion to accept the Policy Committee's recommendation that begins the attempted credit count at the point of Promise Scholarship funding eligibility, which is the first fall semester after a student's high school graduation, or for GED recipients, the first available semester of enrollment after they passed the GED; supported by Thurston; Motion passed 10-0-1.
 3. In light of the above change, Makowicki made a motion ~~to~~ to remove the inclusion item 6. b. iv. 3. that was approved for inclusion in the Amended Plan at the May meeting, with support from McLean; Motion carried, 9-1-1.
 4. The increase of 60 credits to 72 approved following a motion from McLean, with support from Large; Motion carried, 9-1-1. **Signatures needed from Board**-needed at the next meeting
- b. **2020 Board Visioning follow-up**
- i. Vision Statement review: To reinforce that college is a viable option for personal development of all Mason County's students, and a pathway to the future success of all Mason County.
 1. Statement approved following a motion from Large, with support from Knizacky; McLean noted that the current options for homeschool students may not align with this vision statement and further recommended that the Board should review all statements in context of their shared values before final approval; Motion carried, 10-0-1.
- c. **Committee Update:**
- i. Executive Members: met on 5/26/20 at 11 a.m.; no future meeting scheduled
 1. Recommends to move forward with the Mason County Promise Zone's contract with the Ludington & Scottville Chamber of Commerce. A motion was made by McLean to approve the recommendation with support from Thurston; Motion carried, 10-0-1.
 2. McLean made a motion to establish an ad-hoc Executive Committee; support from Large; Thurston sought clarification that Board officers would comprise this committee, which was confirmed; Knizacky asked for clarification that the Committee's purpose was to make recommendations to the full Promise Zone Board, a concern that was echoed by Quillan--this was confirmed; Motion carried, 10-0-1.
 3. Approval of Executive Committee minutes following a motion from Quillan with support from Nash; Motion carried, 10-0-1.
 - ii. Appeals: met on 6/1/20; Next Meeting, 7/6/20
 1. Quillan made a motion to grant appeal #11; support from Knizacky; Motion carried, 10-0-1.
 2. Additional guidelines for appeals
 - a. Recommendation to limit the total number of appeals that a student can submit to three was approved following a motion from Quillan with support from Nash; Motion carried, 10-0-1.
 - b. Recommendation that student appeals should be submitted before the end of the following semester was approved following a motion from McLean with support from Large; Motion carried, 10-0-1.
 - c. Large noted that scholars with appeals granted would be good candidates for the success coaching program.
 - iii. Marketing: met on 6/2/20; Next meeting, 6/9/20 at noon.
 1. Recommends purchasing polo shirt for coordinator as part of uniform for events
 2. Suggests the creation of an organizational chart to outline distribution of roles and responsibilities among Promise Committees, coordinator, etc.
 - a. A motion to purchase a polo shirt and create an organizational chart was approved following a motion from Knizacky with support from Large; Motion carried, 10-0-1.
 - iv. Student Success: Met on 5/11/20 at 8 a.m.; Next meeting 9/14/20 at 8 a.m.
 1. Student Success Initiatives
 - a. Maloney provided an update on a virtual success coaching plan. McLean noted that how to work together to support students who have successful appeals and success coaching would be good topics for the Student Success Committee Meeting.

- v. Policy Committee: Met on 5/6/20 at 1 p.m.; Next meeting 8/5/20 at 1 p.m.
 - 1. No new recommendations
 - 2. Credit count--action taken earlier in the meeting.
- d. **Covid-19 Changes due to social distancing:**
 - i. Friday Night live has been cancelled
 - ii. Graduation Dates: MCC-6/5, LHS-6/6, G2S-6/11, MCE-6/25
 - iii. Next month, in-person group meetings can resume; Maloney will canvas Board members to see who will attend in person or online, to determine if we have a quorum, and will try to find a location that could accommodate both Board members, staff and the public.
- 6. **Any Other Business**
 - a. Jim McLean mentioned the Promise Scholar Graduate interview process and how to gather more information from additional students.
- 7. **Limited Public Comment: No public comment**
- 8. **Adjourn:** The meeting was moved for adjournment at 4:56 p.m. following a motion from Nash supported by Quillan.