



**Mason County Promise Zone Authority Board
Meeting Minutes
Monday, September 14th, 2020, 3 p.m. - 5 p.m.
Conference Call per Governor's Executive Order 2020-154 resting on 2020-177**

Members Present: Andrea Large, Amy Pepper, Kathy Surd, Dena Thurston, Fabian Knizacky, Annette Quillan, Monica Schuyler, Ed Makowicki, Jim McLean, Jason Kennedy

Members Absent: Roger Nash

Staff Present: Jody Maloney, Kelly Parker

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 Knizacky to approve the Amended Agenda, with support by Large; Motion carried, 10-0-1.*
3. **Approval of the Meeting Minutes**
 - a. **June 8, 2020:** *The minutes were approved following a motion from Large, with support from Knizacky; Motion carried, 10-0-1.*
4. **New Business:**
 - a. **Guests**
 - i. Julie ~~VanDyke~~ **VanDyke**, Kickstart to Career
 - b. **Treasurer's Report:**
 - i. **Monthly Update on Budget:**
 1. The fund balance of \$582,218.64 was reported.
 2. Invoices: West Shore Community College
 - i. FYS 2019-2020, \$17755.67
 1. Knizacky made a motion to accept the FYS invoice in the amount of \$17755.67 with support from McLean; Motion carried 10-0-1.
 - ii. Summer 2020 Tuition & Fees, \$15,294.00
 1. Knizacky made a motion to accept the Summer 2020 Tuition & Fees invoice in the amount of \$15,294.00 with support from Large; Motion carried 9-1-1.
 - c. **Coordinator's Report:** Maloney shared a brief list of her activities over the past month, August 6-September 10, 2020.
 - i. Maloney shared that the LCAN Planning Grant will focus on alignment with the Promise and other partners.
 5. **Old Business**
 - a. **Two 2-year Term Renewals Ending 12/31/2020; Notice by Oct. 1 needed.**

Minutes prepared by: K. Parker & J. Maloney; Motion to approve: LARGE, Support: QUILLAN Approved 10-12-2020

- i. Maloney read a letter of intent from Pepper stating interest in serving for another term.
 - 1. Knizacky made a motion to approve Amy Pepper for an additional term with support from McLean; Motion carried 10-0-1.
 - ii. Makowicki provided intent to resign from the Mason County Promise Board at the end of this term.
- b. 2020 Board Visioning follow-up**
- i. Board & Committee Roles & Responsibilities
 - 1. Board Training Proposals
 - a. Kennari Consulting
 - b. MSU Extension
 - i. McLean made a motion to postpone the decision on a consulting firm until next month with support from Quillan. Motion carried. 10-0-1
- c. Committee Updates:**
- i. Executive Committee: Next Meeting Date: 10/5/20 @ 1PM for Budget Review
 - ii. Appeals (REF #9): Met 8/31/20; Next Meeting Date: 10/5/20@11AM
 - 1. Received guidance on appeals from other Promise Zones
 - a. Appeals can be used for things with which a community Promise Zone has local control over.
 - b. If a zone is repeatedly granting appeals without extenuating circumstances consider submitting an amendment to the development plan for Treasury approval.
 - c. Be careful not to set precedents that you cannot honor in the future.
 - 2. REMOVED-Appeal #13 for 60 total credit limit: Recommended to deny the appeal.
 - 3. Appeal #14 for under 2.0 High School GPA: Recommended to deny the appeal.
 - 4. REMOVED-Appeal #15 for 60 total credit limit: Recommended to deny the appeal.
 - 5. Appeal #16 for under 2.0 High School GPA: Recommended to deny the appeal.
 - 6. REMOVED-Appeal #17 for 60 total credit limit: Recommended to deny the appeal.
 - 7. Appeal #18 for SAP (College GPA below 2.0): Recommended to grant the appeal.
 - 8. REMOVED-Appeal #19 for 60 total credit limit: Recommended to deny the appeal
 - a. McLean made a motion to approve the Appeals Committee recommendation for Appeal #14, #16 & #18 with support from Knizacky. Motion carried. 10-0-1
 - iii. Marketing: Met on 8/13/20 meets on 9/30/20@9AM
 - 1. Recommends going with Lucky Lizards for Founders' Fund Plaques
 - a. 6@\$96.00 ea. Plus tax
 - i. Quillan made a motion to approve the purchase of the plaques from Lucky Lizards and the invoice in the amount of \$96.00 per plaque for a total of \$576 when submitted for payment with support from Thurston. Motion carried. 10-0-1
 - 2. Suggests the following statement of Purpose: The purpose of the Mason County Promise Zone Marketing Committee is to oversee communication with the public, including K-12, College and Community; to promote the Promise Scholarship and its vision; to spearhead Promise Zone events and develop related materials.
 - 3. Discussed options for a group photo to honor the steering committee, and suggests the Board also plan for a group photo.
 - a. They will wait a while for the group photo due to Covid.
 - iv. Student Success: Met 9/14/20@ 8AM; Next meeting 11/9/20@8AM
 - 1. Recommendations
 - a. The Board would like more information about the recommendations on books and incentives, prior to making a motion.

- b. Surd made a motion to explore the idea of consolidation of the Student Success and LCAN leadership team with support from Large. Motion carried. 9-1-1

V. Policy Committee: Need to schedule a meeting for Policy & Procedures Handbook draft development

6. **Any Other Business:** None

7. **Limited Public Comment: No public comment**

- a. Dena Thurston said the press release in the Daily News was great and shared with MCE Seniors, "Thank you Jody."

8. **Adjourn:** *The meeting was moved for adjournment at 4:56 p.m. following a motion from Knizacky supported by McLean.*