



Mason County Promise Zone Authority Board Meeting
Meeting Agenda: Monday, November 13, 2023, 3 p.m. - 5 p.m.
Location: Lakeshore Resource Network Conference Room, E. Tinkham, Ludington, MI

1. **Call to Order**
2. **Limited Public Comment**
3. **Approval of the Agenda**
4. **Approval of the Minutes**
 - a. 10-9-2023 (REF #1)
5. **Treasurer's Report:**
 - a. Balance Report for 10-31-2023 (REF #2)
 - b. CFFMC 3rd Quarter Statement (REF #3)
 - c. Invoices:
 - i. Lenz-Balder Insurance for Director's Bond: \$752.00 (REF #4)
 1. *Approval of Invoices (\$750.00 budgeted)*
 - ii. *2023 Budget Amendment Request: Scholarship Line Item Increase by \$50,000, to \$400,000*
 - d. *Approval of Treasurer's Report*
6. **Director's Report (REF #5)**
 - a. *Approval of Director's Report*
7. **New Business**
 - a. Committee Reports:
 - i. Appeals Committee: Did not meet since last meeting; Next Meeting: 12-4-23@11AM
 - ii. Student Success Committee: Met: 10-23-23@11AM; Next Meeting: 11-27-23@10AM
 1. Recommendation: *Success Coach roles in Mason County (REF #6)*
 - iii. Community Engagement Committee: Met 11-1-23; Next Meeting: TBD
 1. Recommendations: Developed Slate of Officers for Nominations (for December Meeting)
 2. Reviewed and shortened materials for Board member posting (REF #7)
 - a. Will be posted along with a notice (REF #8) after November Board meeting
 - iv. Executive Committee: Met on 11-7-23@4PM (Rescheduled Meeting from 10-16-23@1PM)
 1. *Recommendations:*
 - a. *2024 Budget (REF #9)*
 - b. Chamber Contract (REF #10): No action taken.
 - c. *Director Review: Recommends approval of director's review & annual increase (REF #11)*
 - d. *Board Policies*
 - i. *Communications (REF #12)*
 - ii. *Reimbursement (REF #13)*
 - b. Guest Presentation 4:30 PM: Literacy Efforts in Mason County, Betsy Dotson, Literacy Coach, WSESD
 8. **Old Business**
 - a. Board Member Renewal: Schuyler reappointed (REF #14)
 9. **Any Other Business**
 10. **Limited Public Comment**
 11. **Adjourn**