



Mason County Promise Zone Authority Board Meeting
Meeting Agenda: Monday, December 11, 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. *11-13-2023 (REF #1)*
5. **Treasurer's Report:**
 - a. Balance Report for November 2023 (REF #2)
 - b. Invoices:
 - i. WSCC—Promise video creation & campaign: \$5000 (in budget) (REF #3)
 - ii. Reimbursement Request for mileage to Promise Net from A. Quillan: \$327.50 (REF #4)
 1. *Approval of Invoices*
 - c. *Approval of Treasurer's Report*
6. **Director's Report (REF #5)**
 - a. *Approval of Director's Report*
 - i. Academic Recovery Checklist for Appeals (REF #6)
 - ii. Request for Research (REF #7)
 - iii. Promise Student Experience Video: https://www.youtube.com/watch?v=w_D-z3PD6iQ&t=6s
7. **New Business**
 - a. Committee Reports:
 - i. Appeals Committee: Met: 12-4-23@11AM; Next Meeting: 2-5-24@11AM
 1. Recommendations to approval appeals (REF #8)
 - a. *Appeal #83: Recommends Approval of up to an additional 12 hours*
 - b. *Appeal #84: Recommends Approval*
 - ii. Student Success Committee: Met: 11-27-23@10AM; Next Meeting: 1-22-24@10AM
 1. Submitted Proposed Success Coordinator Role for Review & Discussion (REF #9)
 2. Requested for Board to review for the purposes of understanding a potential timeline for both growth priorities:
 - a. Estimate for growth costs related to expansion (REF #10)
 - b. Estimate for growth costs related to each success coach role (REF #11)
 - iii. Community Engagement Committee: Next Meeting: 1-3-24@3:30 PM
 1. Recommended nominations for officers & submitted Committee Roles (REF #12)
 - iv. Executive Committee: Did not meet; *Next Meeting: 10-21-24@1PM?*
 - b. Election of Officers
 - i. Current Nominations recommended by CEC
 1. Chair
 - a. Monica Schuyler (As recommended by CEC)
 - b. Call for Additional Nomination
 - c. *Motion to Close Nominations*
 - d. *Vote*
 2. Vice Chair
 - a. Juliana Anderson (As recommended by CEC)
 - b. Call for Additional Nomination



- c. *Motion to Close Nominations*
 - d. *Vote*
 - 3. Treasurer
 - a. Fabian Knizacky (As recommended by CEC)
 - b. Call for Additional Nomination
 - c. *Motion to Close Nominations*
 - d. *Vote*
 - 4. Secretary
 - a. Kathy Surd (As recommended by CEC)
 - b. Call for Additional Nomination
 - c. *Motion to Close Nominations*
 - d. *Vote*
 - c. Committee Selection
 - i. Committee Chair Appointments, based on members' expressed specific interest, submitted by CEC
 - 1. Appeals: Fabian Knizacky
 - 2. Community Engagement: Juliana Anderson
 - 3. Student Success: Joan Vidak
 - 4. Executive Committee: Board Chair serves in this role
 - a. *Motion to approve appointments*
 - ii. Committee Service for 2024 year: Unchanged for continuing members from 2023; Any member interested in changing committee obligations, please express that if need arises.
 - d. FOIA & MMRMA Appointments
 - i. Renewal of Appointment: FOIA Coordinator: Fabian Knizacky
 - ii. Renewal of Appointment: MMRMA Representative: Jody Maloney
- 8. Old Business**
- 9. Any Other Business**
- 10. Limited Public Comment**
- 11. Adjourn**