



Mason County Promise Zone Executive Committee

Minutes

October 19, 2022 at 3:00 PM

Location: Lakeshore Resource Network

Members Present:

Andrea Large, Fabian Knizacky, Monica Schuyler, Dena Thurston

Staff Present:

Jody Maloney, Kelly Parker

1. **Call to Order:** Schuyler called the meeting to order at 3:01 p.m.
2. **Limited Public Comment:** Annette Quillan shared her letter addressing items including: needing more data to track the goals the Board set forth with Kennari Consulting, emphasizing that the Board should look elsewhere and that MCC has additional programs that students might want including 18-week accelerated certifications, encouraging the committee to look at other Zone's offerings and higher ed. partners like such as Newaygo and Kalamazoo, and wondering if donors receive updates like the percent of SET funding used on scholarships each year.
3. **Approval of Minutes:** *Motion by Large to approve, supported by Thurston; motion carried 4-0-0.*
4. **Approval of the Agenda:** *Motion by Knizacky to approve, with support from Thurston; motion carried 4-0-0.*
5. **New Business:**
 - a. Ex-Officio membership on the Board?
 - i. The Committee took no action on ex-officio membership. Suggestions from Large included asking a YAC member and a WSCC student to participate in the Student Success Committee.
6. **Old Business:**
 - a. 2023 Budget
 - i. *Motion to recommend the 2023 budget to the full board with the amendment by Large, with support from Knizacky; Motion carried (4-0-0).*
 1. Amendment: under category, changing "Books" to "Educational Supplies"
 - b. Chamber Contract Review
 - i. *Motion to recommend approval of the salary/management agreement between the Chamber Alliance of Mason County and Mason County Promise to the full board with the amendment by Knizacky, with support from Thurston; Motion carried (4-0-0).*
 1. Amendment: The word "service" will be changed to "services"
 - c. Director Review
 - i. Conducted on 10-11-22 by Brandy Miller and Monica Schuyler
 1. Schuyler reviewed the Director performance evaluation for 2022 and discussed the goal for 2023. Both Miller and Schuyler noted that "Jody does an excellent job".
 2. Knizacky mentioned that moving forward he would like the full Board to discuss and set the goals for Jody.
 3. Thurston would like the Board to help facilitate the process of growth with



Student Success so it doesn't become an issue with Maloney or the students.

- a. *Motion to recommend approval of the director's review with recommendation of a 4% salary increase for Jody Maloney for 2023 to the full Board by Thurston, with support from Knizacky; Motion carried (4-0-0).*
- b. *Motion to make the necessary adjustments to the budget by Knizacky, with support from Thurston; Motion carried (4-0-0).*
- d. Committee Structure Feedback
 - i. Thurston stated that new committee chair members should be aware of the commitment and time constraints.
- e. Board Term
 - i. Large noted that she is not a committee Chair, but mentioned a possible 3-3yr. term with a minimum of 1 year off.
 - ii. Knizacky and Thurston felt term limits were not necessary.
 - iii. No action was taken on this item.

7. Any Other Business:

- a. Jody Maloney shared an email she received from Vic Burwell. He asked if the Executive Committee would consider creating some sort of time line for that growth discussion to happen. Monica Schuyler stated that she has been keeping a timeline and was planning to present this information to the Board in November for discussion.

8. Limited Public Comment:

- a. Annette Quillan asked if there was a way to link the Promise application to other financial aid applications so students don't have to fill out multiple applications and help with the process. Large responded that there are platforms that are being utilized now. She believes there will be more opportunities soon to help streamline the process.

9. **Adjourn:** *Schuyler moved for adjournment at 4:30 p.m.*