



**Mason County Promise Zone Authority Board
Meeting Minutes
Monday, March 9th, 2020, 3pm-5pm
Ludington & Scottville Chamber of Commerce-Conference Room**

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

Members Absent: Roger Nash, Monica Schuyler

Staff Present: Jody Maloney, Brandy Miller, Kelly Parker

Call to Order

Ed Makowicki called the meeting to order at 3:00pm

A. Limited Public Comment: No comments were made

B. Approval of the Agenda:

Motion to approve by Knizacky, with support from Kennedy; motion carried, 9-0-2.

C. Approval of the Meeting Minutes

a. February 10th, 2020: The minutes were approved with the following a motion from McLean, with support from Large; motion carried, 9-0-2.

b. February 11th, 2020: The minutes were approved with the following a motion from Large with support from Surd; motion carried, 9-0-2.

D. New Business:

a. Treasurer's Report:

i. Monthly Update on Budget: Knizacky gave the update on the February budget.

1. Invoices: The invoices were approved with the following a motion from Knizacky with support from Thurston; motion carried, 9-0-2.

a. \$1000 from MCAN: 2020 Michigan Promise Zone Assn. Dues

b. \$56.96 from L.L. Awards for Name Tags

c. \$750 from Lenz-Balder Insurance

2. Audit for FY 2019 Needed: McLean made a motion that Knizacky request a proposal from the same auditor as last year, and to continue to use the same auditor, provided the fee is not greater than last year, supported by Pepper; motion carried, 9-0-2.

b. Coordinator's Report: Maloney shared a brief list of her activities over the past month, Feb. 5-Mar 4.

i. Activities

1. Community & Stakeholder Meetings
2. Education & Community Partner Visits
3. Training
4. Mason CAN Updates
5. Upcoming Events
6. Other outreach/items

ii. Promise Numbers

1. 2020 Cohort Applicants: 190 students

- 2. 6 students are now registered to graduate in May
- iii. Michigan Promise Zones Association
 - a. Textbook Allowance Issue
 - b. Legislative Advocacy Day is April 22 in Lansing

E. Friday Night Live:

- a. A Motion to approve attending all 3 Friday Night Lives at a cost of \$25 for each event, following a motion from Knizacky, with support from Kennedy; motion carried, 9-0-2.
- b. Maloney stated that she would figure out an activity for children to participate in while at The Promise booth.

F. Old Business

a. 2020 Board Vision follow-up

- i. The Vision Statement was presented and communication about how the Board wanted to proceed with finalizing it. The Board decided to put an item (Hope, Opportunity, Growth, Sustainability and Unity) on agenda each month to finalize the Vision verbiage.
- ii. Maloney presented the alignment regarding Mason CAN goals & priorities with Promise vision & priorities, and shared a mock five-year timeline, suggesting that creating such a timeline would be helpful.

b. Committee Updates

- i. Appeals: Committee met on 3/2/2020; Meets on ~~4/6/2020~~ 5/6/2020 at WSCC.
 - 1. Recommendations:
 - a. The Appeals Committee recommended that the Board approve Appeal #8. Appeal #8 was approved following a motion from Mclean, with support from Knizacky; motion carried, 9-0-2.
 - b. The Appeals Committee recommended that the Board approve Appeal #9. Appeal #9 was approved following a motion from Knizacky, with support from Large; motion carried, 9-0-2.
 - c. The appeals committee requested that all future appeals require a current copy of the Student's unofficial transcript, and provided recommendations for documentation. The website has been updated to reflect this requirement.
 - ii. Marketing: No meeting Scheduled--doodle poll sent
 - 1. Two May 2020 graduates responded to coordinator outreach; they want cords. A motion to purchase 500 cords at Jody's discretion was made by Mclean, with support from Thurston; motion carried: 9-0-2. A motion to choose the cord colors of Kelly Green and Royal Blue was made by Surd, with support from Makowicki; motion carried, 9-0-2.
 - a. Cords: 500/\$1375 est., 1000/\$2500 from honorsgraduation.com
 - b. **McLean encouraged the Marketing Committee to interview our graduates**
- iii. Student Success: Meets 5/11/20 at 8am at Ludington & Scottville Chamber
 - 1. Student Success Initiatives & Planning
 - a. Success Coaching: Jody outlined what the program might look like and asked for feedback. There would be pre-launch work and training commitments before for this to roll out in 2020. Consensus was to present this program to WSCC for guidance on potential implementation.
 - i. Promise Zone Success Coaching Webinar is on 3/19, 1-4PM
 - b. Promise to Honor Graduates
 - i. HS Counselors say an October Promise Day works best to connect HS seniors to campus Promise Scholars. Jason Kennedy & Kathy Surd suggested a joint donor/student reception as a thank-you.
- iv. Policy Committee: Met 5/6/2020 at 1PM at Lakeshore Resource Network
 - 1. Follow-up from last board meeting questions: Thurston motioned to postpone the following items until the next meeting, with support from Large; motion carried, 9-0-2.
 - a. 6-credit minimum feedback
 - b. Pell Grant is available to students with as few as 3 credits
 - c. Promise Scholar Terminology

G. Any Other Business

H. Limited Public Comment:

- a. No public Comment

I. **Adjourn:** The meeting was moved for adjournment at 4:55p.m. following a motion from Thurston supported by Kennedy.