



**Mason County Promise Zone Authority Board  
Meeting Agenda**

**Monday, February 8, 2021, 3:00-5:00 PM**

Location: Online via Zoom due to ongoing Covid-19 pandemic state of emergency declared by Michigan DHHS  
To join online: <https://us02web.zoom.us/j/83702755270?pwd=YTJEa21lL28zWDdoQWRQME1DSIU2dz09>  
Meeting ID: 837 0275 5270 Passcode: 4jcYuZ By phone: 1 646 876 9923 Meeting ID: 837 0275 5270 Passcode: 492812

1. **Call to Order & Roll Call** (Board members, please state your name, city or township, and state)
2. **Limited Public Comment**
3. **Approval of the Agenda**
4. **Approval of Minutes from 1-11-2021 (REF #1)**
5. **Treasurer's Report**
  - a. Trial Balance: (REF #2)
  - b. Invoices: None new
  - c. *2020 Audit Bid from 2019 Auditor: Clark Schaefer Hackett (formerly Layton & Richardson) provided a bid at \$4,450 or \$3,925 if the Treasurer prepares the report (+5% from LY, so fits within proposed financial policy).*
  - d. Community Foundation Report (REF #3)
  - e. *Approval of Treasurer's Report and Invoices*
6. **Director's Report (REF #4)**
7. **New Business**
  - a. Focus Area Discussion: Kennari Consulting (REF #5)
    1. Review stated goals of the Promise Zone: Vision & What's in the Plan
    2. Map the continuum to college success
    3. Review existing programs and partnerships
    4. Consider strengths and opportunities along the continuum
    5. Next steps in the discussion
  - b. Committee Reports:
    - i. Appeals Committee: met on 2/1/21 @ 11AM; Next meeting 6/7/21@11AM
      1. *Recommending Appeal #20 for approval (REF #6)*
      2. *Sample Committee Charter for review and approval (REF #7)*
    - ii. Student Success Committee met on 2/8/21 @ 8AM; Next meeting 5/10/21@8AM
      1. Items for review
        - a. *Recommendations/Items for review TBD*
        - b. Committee Purpose
    - iii. Executive Committee met on 1/25/21 @ 12PM; Next meeting 6/1/21@3PM
      1. Items for review:
        - a. *Director Job Description (REF #8)*
        - b. *Board Member Role Description (REF #9)*
    - iv. Policy Committee: Met on 1-6-21; *Approval of minutes needed (REF #10)*



**8. Old Business**

- a. MMRMA Annual Renewal (REF #11)
- b. *Handbook Update (REF #12)*

**9. Any Other Business**

**10. Limited Public Comment**

**11. Adjourn**