

Muskegon Area Promise Zone Authority Board

**July 9, 2024 – 8:00 A.M. - Regular Meeting
Muskegon Area ISD - Board Room**

Agenda

	Item	Update/Action	Person Responsible
1.	Call to Order		Steve Parker
2.	Public Participation	Welcome any guests and offer time for public comment (2-3 minutes)	Steve Parker
3.	Approval of Agenda & Minutes	Minutes from May 14, 2024 Regular Meeting - (Action)	Steve Parker
4.	Membership Update	<p>Action</p> <ul style="list-style-type: none"> ● New Member - Welcome Dr. Justin Grill ● Board Approval of Dr. Grill's Membership ● Oath of Office for Dr. Grill <p>Information</p> <ul style="list-style-type: none"> ● Board Member Terms ● PZA Board Membership - Roster and Open Seat ● PZA Board Subcommittee Structure and Tasks 	Randy Lindquist
5.	Budget Update	<p>Information</p> <ul style="list-style-type: none"> ● YTD Financial Statements <ul style="list-style-type: none"> ○ May 2024 ○ June 2024 ● CCR Annual Budget Summary - Review Muskegon Area Promise Impact <p>Action</p> <ul style="list-style-type: none"> ● Check 1085 MCC - \$181,958.90 Summer 2024 Tuition ● Check 1086 Baker College - \$4,365 Fall/Spring Tuition Adjustment ● Check 1087 MAISD - \$24,846.57 May/June Actual Activity ● Approve the transfer of \$200,000 from MIMAX to ChoiceOne Bank to Cover A/P Run 	Mike Schluentz
6.	Annual Meeting Update (JULY ONLY)	<p>Action</p> <ul style="list-style-type: none"> ● PZA Board Chairperson - Annual Election and Vote ● PZA Board Member Roles, Responsibilities and Expectations - Review 	Randy Lindquist Megan Byard Karaba

		<ul style="list-style-type: none"> ● PZA Board Meeting Schedule (2024-25 - Quarterly) - Review ● PZA Board Communication (Email, Smore, Other) - Review ● PZA Compliance <ul style="list-style-type: none"> ○ Treasury Documents - Due January 2025 ○ Audit - Due November 2024 (120 days after the close of a year) ○ Directors and Officers Insurance - Due May 2025 ● PZA State Approved Development Plan - Review ● PZA Bylaws - Review ● PZA Approval Policies (Check, MAISD Reimbursement, Appeal, Other) Discuss and Draft <p>Information</p> <ul style="list-style-type: none"> ● The PZA shall hold an annual meeting each year. For this purpose, we have selected the month of July. Our fiscal year runs July 1 - June 30 annually. 	
7.	Student Eligibility, Terms & Appeals	<p>Information</p> <ul style="list-style-type: none"> ● Cohorts Year in Review and Trends - A Decade of Success ● 2024 Cohort Summary 	Megan Byard Karaba
8.	Student Success & Other Business	<p>Information</p> <ul style="list-style-type: none"> ● Legislative Update - Passing of SB 350 and SB 555 ● MCAN and State of MI Budget Highlights ● Community College Guarantee (CCG) - Class of 2024 	Megan Byard Karaba
9.	Marketing/Communication Update	<p>Information</p> <ul style="list-style-type: none"> ● Progressing the Promise Webstory ● Social Media Suggestions/Talking Points ● Equity, Growth and Progress 2024 ● Copy of NSC Summary 2023 	Megan Byard Karaba
9.	Fundraising Update	None - No Report	
10.	Other	None - No Report	
11.	Next Meeting <ul style="list-style-type: none"> ● 2024-25 Meeting Schedule 	<ul style="list-style-type: none"> ● September 10, 2024 - 8:00 a.m. - MAISD Board Room 	