

**MINUTES
REGULAR MEETING
MUSKEGON AREA PROMISE ZONE AUTHORITY BOARD
September 10, 2024
8:00 A.M.**

A regular meeting of the Muskegon Area Promise Zone Authority Board was held on Tuesday, September 10, 2024 at 8:00 a.m. at the Muskegon Area ISD, 630 Harvey Street, Muskegon.

The following board members were present:

Mr. Steve Parker, Longview Management Consulting
Mr. Randy Lindquist, MAISD Superintendent
Dr. Aaron Maike, Baker College of Muskegon
Dr. John Selmon, Muskegon Community College
Mr. Gary Nelund, State Farm Insurance
Mr. Christopher Dean, Retired Muskegon Heights Fire Department
Ms. Laurel Zwit, Greenridge Realty
Mr. Keith Guy, Muskegon Public Schools

The following board members were absent:

Ms. Rachel Gorman, Muskegon Lakeshore Chamber of Commerce
Dr. Justin Grill, Trinity Health
Ms. Holly Hughes, Community Representative

Also present: Ms. Megan Byard Karaba, PZA Coordinator
Mr. Mike Schluentz, MAISD Associate Superintendent

Guests: None

1. Call to Order

Mr. Parker called the meeting to order at 8:04 a.m.

2. Public Participation – None.

3. Approval of Agenda and Minutes

It was moved by Gary Nelund and supported by John Selmon to approve the agenda as presented, and the minutes of the July 9, 2024 Regular meeting. All Ayes (8) Nays (0) Motion carried.

PZA Bylaw Amendments 2024

It was moved by Gary Nelund and supported by Aaron Maike to approve the amendments to the Bylaws as presented. All Ayes (8) Nays (0) Motion carried.

4. Budget Update

- YTD Financials – Mr. Schluentz shared the Financial Statements as of June 30, 2024, July 31, 2024 and August 31, 2024.

- Check Approvals

It was moved by Randy Lindquist and supported by Christopher Dean to approve the following checks:

- Baker College - \$4,614.83 – Summer School Tuition/Scholarships
- Muskegon Community College - \$38,006 – Financial Aid Adjustments 2022-2024
- MAISD - \$73,452.28 – June Papercut, CY Expense July/August

- Transfer of \$115,000 from MILAF to ChoiceOne

It was moved by Gary Nelund and supported by John Selmon to transfer \$115,000 from MILAF to ChoiceOne Bank to cover checks. All Ayes (8) Nays (0) Motion carried.

- Discussion & Action Regarding Community Foundation Account – The Board discussed leaving the account open at the Community Foundation for any future donations that may occur.

It was moved by Steve Parker and supported by Christopher Dean to keep the Community Foundation Account open for any future donations. All Ayes (8) Nays (0) Motion carried.

- Transfer of Funds from Community Foundation to ChoiceOne Bank

It was moved by Randy Lindquist and supported by Christopher Dean to transfer \$188,000 from the Community Foundation account to ChoiceOne Bank. All Ayes (8) Nays (0) Motion carried.

5. Membership Update

- New Member – Rachel Gorman was unable to attend this meeting. Randy, Steve and Megan will meet with Ms. Gorman for orientation at which time she will take her official oath.

6. Student Eligibility, Terms & Appeals – No Report

7. Student Success & Other Business

- Fall NSC Data Report (2023) – Ms. Byard Karaba indicated they are working on the 2024 submission and hope to have the results at the November meeting.
- MCC Annexation Discussion – Dr. Selmon discussed the free Community College Guarantee and the possible annexation of contiguous counties. He will be meeting soon with other community college presidents and anticipates there may be discussion around this. Mr. Lindquist wanted him to make sure he notes that the Muskegon Area Promise scholarships are only offered to students that reside in the Muskegon Area ISD boundaries.

8. Marketing/Communication Update – Ms. Byard Karaba shared the following marketing/communication updates:

- Smore E-Newsletter & Blasts

- MI Achievement Award Updates – Community College Guarantee
- Free College Options in Muskegon – Discuss & Plan Strategy – Ms. Byard Karaba shared this document setting forth comparisons between the Community College Guarantee and the Muskegon Area Promise in regard to Eligibility (who earns or can use the award), and Cost of Attendance Financial Assistance (how or what can the awards be used on).

It was moved by Keith Guy and supported by Laurel Zwit to approve Ms. Byard Karaba continuing to explore additional options. All Ayes (8) Nays (0) Motion carried.

- Growth Plan 2025 – Ideas & Discussion – Ms. Byard Karaba encouraged board members to think about ideas for our 2025 Growth Plan for discussion at future meetings.

9. Fundraising Update – No Report

10. Other – None.

11. Next Meeting Date

- Next meeting will be November 12, 2024 – 8:00 a.m.

There being no further business, the meeting adjourned at 9:29 a.m.

Respectfully submitted,

/Barbara Irej/

Barbara Irej, Recorder