

**MINUTES  
REGULAR MEETING  
MUSKEGON AREA PROMISE ZONE AUTHORITY BOARD  
December 12, 2023  
8:00 A.M.**

A regular meeting of the Muskegon Area Promise Zone Authority Board was held on Tuesday, December 12, 2023 at 8:00 a.m. at Baker College’s Culinary Institute, 336 W. Clay Avenue, Muskegon.

The following board members were present:

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

The following board members were absent:

Mr. Christopher Dean, Muskegon Heights Fire Department  
Ms. Cindy Larsen, Muskegon Lakeshore Chamber of Commerce

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

Guests: Jody Zerlaut – Muskegon Community College

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1. Call to Order

Randy Lindquist called the meeting to order at 8:05 a.m.

2. Public Participation – None.

3. Approval of Agenda and Minutes

**It was moved by Holly Hughes and supported by John Selmon to approve the Agenda as presented and the Minutes of the November 14, 2023 meeting. All Ayes (8) Nays (0) Motion carried.**

4. Budget Update

- YTD Financials – Mr. Schluentz shared the Financial Statements as of November 30, 2023.
- Check Approvals for Fall Tuition
  - Muskegon Community College - \$770,077.37
  - Baker College - \$76,512.91

**It was moved by Gary Nelund and supported by Holly Hughes to approve payment of the Fall Tuition Invoices from Muskegon Community College in the amount of \$770,077.37 and Baker College in the amount of \$76,512.91. All Ayes (8) Nays (0) Motion carried.**

5. Membership Update

- New Member Recruitment Update – Randy Lindquist shared that he reached out to Mark Fazakerley and he declined at this time. He also extended an invitation to Michael Pierson who is a school board member in Ravenna, and he is waiting to hear back from him. The committee will continue to actively recruit a new board member.

6. Student Eligibility, Terms & Appeals

- 2024 Growth Ideas – Approval Timelines – Ms. Byard Karaba is working on growth ideas and the budget impacts of those ideas. She is planning to have the subcommittee meet and discuss possible growth ideas. Items that are being discussed include changing eligibility for CTC students from a two to one year eligibility, summer guest students, lowering the GPA, lowering cost for out of county students, staffing, etc. Timeline would be to flush ideas out with subcommittee, approval of board by February, and rollout in the Spring. Mr. Parker asked Mr. Schluentz if he could put together an 18-month proforma on the finances.

7. Student Success & Other Business

- MPZA (State Association) Transition Plan – Ms. Byard Karaba shared what the transition plan of the state association entails. She is the current Chairman of the state association.

8. Marketing/Communication Update

- January MLCC Business for Breakfast – Economic Forecast – PZA Attendance - Ms. Byard Karaba indicated that the MAISD will get a table for this event, and she encouraged board members to attend if their schedule allows. Mr. Parker asked to be included at the MAISD table.

9. Fundraising Update – No Report

10. Other

- Mr. Parker suggested that the board maybe not meet in the summer months. Ms. Byard Karaba will check the bylaws to see if the board is required to meet monthly before deciding.

11. Next Meeting Date

- January 9, 2024 – 8:00 a.m.

There being no further business, the meeting adjourned at 8:53 a.m.

Respectfully submitted,

*/Barbara Irey/*

Barbara Irey, Recorder