

**MINUTES
REGULAR MEETING
MUSKEGON AREA PROMISE ZONE AUTHORITY BOARD
January 14, 2025
8:00 A.M.**

A regular meeting of the Muskegon Area Promise Zone Authority Board was held on Tuesday, January 14, 2025 at 8:00 a.m. at the Muskegon Area ISD, 630 Harvey Street, Muskegon.

The following board members were present:

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

The following board members were absent:

Mr. Steve Parker, Longview Management Consulting
Mr. Keith Guy, Muskegon Public Schools

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

Guests: None

1. Call to Order

Mr. Lindquist called the meeting to order at 8:07 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 12, 2024 Regular meeting. All Ayes (9) Nays (0) Motion carried.

4. Budget Update

- YTD Financials – Mr. Schluentz shared the Financial Statements as of November 30, 2024 and December 31, 2024.
- Mr. Schluentz indicated that bids were received for audit services for both the Muskegon Area Promise and the Muskegon Area ISD. Brickley Delong was the lowest bidder and will be awarded the bid.

- Payment Approvals

It was moved by Holly Hughes and supported by Christopher Dean to approve the following checks: All Ayes (9) Nays (0) Motion carried.

- Baker College – Fall 2024 Invoice - \$175,053.75
- Michigan College Access Network – Promise Dues 2025 - \$3,000
- Muskegon Area ISD – Promise Zone Actual Nov/Dec 2024 - \$100,271.73

5. Membership Update

- Term Expirations 2025 – Discussion & Planning – Ms. Byard Karaba shared the Board Terms document and noted the terms that will expire in 2025 and asked those whose terms are expiring to consider whether they wish to continue.
- Board Secretary Position – Mr. Lindquist nominated Holly Hughes to fill the role of Secretary of the Promise Zone Authority Board.

It was moved by Gary Nelund and supported by Christopher Dean to appoint Holly Hughes as Secretary of the Promise Zone Authority Board. All Ayes (9) Nays (0) Motion carried.

- Board Compliance 2025 – Annual Certification & Certificate of Incumbency – These documents are an annual requirement and require signatures.

6. Student Eligibility, Terms & Appeals

- PZA Recommended Growth Strategies – January 2025 – The Board discussed a number of growth strategies and the costs associated with the ideas recommended. Included in the recommendations were: admin staffing and costs; program staffing and costs; GPA reduction to 2.5; a part-time and guest option for MCC; a full or part-time, and a 4-year option for Baker; local skilled trades; and cost of attendance barriers which included books, supplies and equipment, out-of-district costs, study abroad, 10-year expiration, and MAP bonus and incentives (i.e. touchpoints: annual FAFSA, first year complete, AA degree and welcome home).

It was moved by Justin Grill and supported by Holly Hughes to accept the Recommended Growth Strategies presented, minus the MAP Bonus and Incentives section from the Cost of Attendance Barriers section, plus require a per semester review of the Books, Supplies and Equipment section. All Ayes (8) Nays (1 Gary Nelund). Motion carried.

- PZA Development Plan: Revised w/Treasury Edits January 2025 – Ms. Byard Karaba reviewed the recommended edits from Treasury and shared the updated Development Plan. She will resubmit it to Treasury for final approval.

It was moved by John Selmon and supported by Christopher Dean to approve the PZA Development Plan as amended as of January 2025. All Ayes (8) Nays (1 Gary Nelund) Motion carried.

7. Student Success & Other Business

- NSC Data Summary 2024 – Ms. Byard Karaba reviewed the 2024 NSC Data Summary that reflects various demographics, total credentials earned, Promise scholar success rates, and student counts by cohort.

8. Marketing/Communication Update – No Report

9. Fundraising Update – No Report

10. Other

- Chamber Business for Breakfast – 01/31/25
- MCAN Advocacy Day – 03/05/25

11. Next Meeting Date

- Next meeting will be March 11, 2025 – 8:00 a.m.

There being no further business, the meeting adjourned at 9:38 a.m.

Respectfully submitted,

/Barbara Ireys/

Barbara Ireys, Recorder