

**MINUTES
REGULAR MEETING
MUSKEGON AREA PROMISE ZONE AUTHORITY BOARD
March 10, 2026
8:00 A.M.**

A regular meeting of the Muskegon Area Promise Zone Authority Board was held on Tuesday, March 10, 2026 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
Dr. Justin Grill, Trinity Health
Ms. Holly Hughes, Community Representative
Mr. Christopher Dean, Retired Muskegon Heights Fire Department
Ms. Samantha Scott, Preferred Employment & Living Supports (arrived 8:08 a.m.)

The following board members were absent:

Mr. Keith Guy, Muskegon Public Schools
Ms. Rachel Gorman, Muskegon Lakeshore Chamber of Commerce

Also present: Ms. Megan Byard Karaba, Career & College Readiness Program Director
Mr. Jesse Rickard, MAISD Associate Superintendent for Administrative Services

Guests: None

1. Call to Order

Mr. Parker called the meeting to order at 8:00 a.m.

2. Public Participation – None.

3. Approval of Agenda and Minutes

It was moved by John Selmon and supported by Christopher Dean to approve the agenda as presented, the minutes of the January 13, 2026 Regular meeting and the minutes of the February 4, 2026 Regular meeting. All Ayes (8) Nays (0) Motion carried.

4. Budget Update

- YTD Financials – Mr. Rickard shared the Financial Statements as of December 31, 2025, January 31, 2026, and February 28, 2026.

- Check Approval – MAISD - \$109,198.26 – January/February Actual Expenses

It was moved by John Selmon and supported by Holly Hughes to approve the check to the Muskegon Area ISD in the amount of \$109,198.26 for January/February actual expenses. All Ayes (8) Nays (0) Motion carried.

- Tuition Invoices
 - Muskegon Community College – Winter/Spring 2026 - \$777,135.24
 - Baker College – Fall 2025 adjustments - \$7,762.00 and Winter/Spring 2026 (expected end of April 2026)
 - NUVO – Winter - \$77,660.50

It was moved by Holly Hughes and supported by Gary Nelund to approve the payment of the above tuition invoices. All Ayes (9) Nays (0) Motion carried.

- Endowment Funds – Promise Zone Legalities/Allowance – At the January meeting, Dr. Grill asked about the possibility of moving funds out of the MILAF account and into an endowment so the funds could continue in perpetuity, in the event of state funding reprioritization. Ms. Byard Karaba researched this question and the answer is no, we cannot put into an endowment.
- Electronic Transactions Update – The ACH documents are in process and will be set up soon for electronic payments.
- Update MILAF Bank Signer from Mike Schluentz to Jesse Rickard

It was moved by Holly Hughes and supported by Aaron Maike to authorize changing the MILAF bank signer from Mike Schluentz to Jesse Rickard, Associate Superintendent for Administrative Services. All Ayes (9) Nays (0) Motion carried.

- Authorize a Transfer of \$972,456.00 from MILAF to ChoiceOne Bank for Check Run

It was moved by Holly Hughes and supported by Christopher Dean to authorize a transfer of \$972,456.00 from the MILAF account to ChoiceOne Bank for a check run. All Ayes (9) Nays (0) Motion carried.

5. Membership Update – No Report

6. Student Eligibility, Terms & Appeals

- PZA Amended Development Plan – March 2026 – Ms. Byard Karaba shared the amendments to the Development Plan that she has made with feedback from Treasury. Once approved by our board, it will be sent to Treasury for final approval.

It was moved by John Selmon and supported by Justin Grill to approve the Amended Development Plan as of March 2026. All Ayes (9) Nays (0) Motion carried.

7. Student Success & Other Business

- Success Coaching on College Campuses – Ms. Byard Karaba shared we have a very successful success coaching model at both MCC and Baker. At the end of the year we will be looking to see how many students have been tracked at Tier 1, 2, and 3.
- Youth Solutions Foundations – CTE/MDE – Ms. Byard Karaba shared that MDE approved spending dollars to help launch career education. They are working with districts to focus on the prep work before the Promise to assure career readiness. MDE/CTE has a grant to offer regional assistance, and indicated that Region 9 is lacking in math skills for SAT scores and this CTE grant can assist with math skills through Youth Solutions.

8. Marketing/Communication Update

- Timeline for PZA Growth Communication – Ms. Byard Karaba shared the spreadsheet of the timeline for growth communication.
- Gold Level Donor Recognition & Update – Ms. Byard Karaba shared a couple of events where we could recognize gold level donors:
 - Lumberjacks Game – March 28, 2026 – the PZA Board will have a special DTE box for this game, as well as a Promise student section. Donors could be invited to attend this event.
 - April Business for Breakfast – April 17, 2026 – MCC will be celebrating their 100th anniversary at this event, and we could reserve an extra table for donors.

Justin Grill left the meeting at 8:58 a.m.

- Muskegon Rising Podcast Title Sponsorship - \$10,000 – Mr. Maike shared information on the Muskegon Rising podcast which will have 100 episodes highlighting workforce, economic, and education development. With the title sponsorship opportunity, the Promise will be recognized on every podcast (26 per year), and they take place on the 2nd/4th Thursday of every month at 4:00 p.m. (through YouTube).

It was moved by Christopher Dean and supported by Gary Nelund to approve the Muskegon Rising Podcast Sponsorship in the amount of \$10,000. All Ayes (8) Nays (0) Abstain (Aaron Maike) (1). Motion carried.

9. Fundraising Update – No Report

10. Upcoming Events

- MLCC Business for Breakfast – April 17, 2026 – will purchase another
- MCAN Advocacy Day – March 5, 2026

11. Next Meeting Date

- Next meeting will be May 12, 2026 – 8:00 a.m.

There being no further business, the meeting adjourned at 9:14 a.m.

Respectfully submitted,

/Barbara Ireys/

Barbara Ireys, Recorder