

**MINUTES  
REGULAR MEETING  
MUSKEGON AREA PROMISE ZONE AUTHORITY BOARD  
March 14, 2023  
8:00 A.M.**

A regular meeting of the Muskegon Area Promise Zone Authority Board was held on Tuesday, March 14, 2023 at 8:00 a.m. at the Muskegon Area ISD.

The following board members were present:

Mr. Steve Parker, Longview Management Consulting  
Mr. Randy Lindquist, MAISD Superintendent  
Dr. Aaron Maike, Baker College of Muskegon  
Mr. Gary Nelund, State Farm Insurance  
Ms. Holly Hughes, Community Representative  
Ms. Laurel Zwit, Greenridge Realty  
Dr. John Selmon, Muskegon Community College (arrived 8:06 a.m.)  
Mr. Christopher Dean, Muskegon Heights Fire Department (arrived 8:06 a.m.)

The following board members were absent:

Mr. John Swanson, Swanson Pickle Co.  
Ms. Cindy Larsen, Muskegon Lakeshore Chamber of Commerce  
Mr. Keith Guy, Muskegon Public Schools

Also present: Ms. Megan Byard Karaba, PZA Coordinator

Guests: Ms. Jodi Zerlaut, Muskegon Community College

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1. Call to Order

Steve 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 Holly Hughes and supported by Gary Nelund to approve the agenda as presented and the minutes of the February 14, 2023 meeting. All Ayes (6) Nays (0) Motion carried.**

**John Selmon and Christopher Dean joined the meeting at 8:06 a.m.**

4. Budget Update

- YTD Financials – Mr. Lindquist shared the balance sheet as of February 28, 2023, the Balance Sheet, Profit and Loss Statement, Choice One Bank statement, and the Community Foundation statement.

5. Membership Update – No Report

6. Student Eligibility, Terms & Appeals

- 2023 Cohort Summary – CTC Pre-Determined Eligibility – Using the new Scholarship Eligibility/Terms criteria approved in February, Ms. Byard Karaba shared summary data on the number of CTC students that could be eligible with the expansion.

**It was moved by Holly Hughes and supported by John Selmon to include the predetermined 68 eligible Career Tech Students in the Promise scholarship opportunity for 2023. All Ayes (8) Nays (0) Motion carried.**

- Expansion – Official Board Resolution – A board resolution was prepared as an official resolution to amend the Development Plan approving the new Scholarship Eligibility/Terms criteria as presented at the February 14, 2023 meeting.

**It was moved by Randy Lindquist and supported by John Selmon to approve the Resolution to Amend Development Plan with the change in Scholarship Eligibility/Terms as presented. All Ayes (8) Nays (0) Motion carried.**

7. Student Success & Other Business

- NSC Update – Degrees & Timeframes – Ms. Byard Karaba shared the NSC success data. In comparing graduation dates, the data shows 281 students (96.23%) completing their associates degree within three years, and 104 students (97.20%) completing their bachelors degree within 6 years.

8. Marketing/Communication Update

- Donor Letter – This letter will go out sometime in April.
- Board Member Video Requests – Ms. Byard Karaba reminded Board members to complete the survey as to their availability for a video promoting the Promise.

9. Fundraising Update – No Report

10. Other – None

11. Next Meeting Date

- April 11, 2023 – 8:00 a.m.

There being no further business, the meeting adjourned at 8:54 a.m.

Respectfully submitted,

*/Barbara Irely/*

Barbara Irely, Recorder