

**MINUTES  
REGULAR MEETING  
MUSKEGON AREA PROMISE ZONE AUTHORITY BOARD  
May 13, 2025  
8:00 A.M.**

A regular meeting of the Muskegon Area Promise Zone Authority Board was held on Tuesday, May 13, 2025 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  
Ms. Laurel Zwit, Greenridge Realty  
Mr. Christopher Dean, Retired Muskegon Heights Fire Department  
Ms. Rachel Gorman, Muskegon Lakeshore Chamber of Commerce

The following board members were absent:

Mr. Gary Nelund, State Farm Insurance  
Dr. Justin Grill, Trinity Health  
Ms. Holly Hughes, Community Representative  
Mr. Keith Guy, Muskegon Public Schools

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

Guests: Ms. Jodi Zerlaut – Muskegon Community College

---

1. Call to Order

Mr. Parker called the meeting to order at 8:03 a.m.

2. Public Participation – None.

3. Approval of Agenda and Minutes

**It was moved by Aaron Maike and supported by John Selmon to approve the agenda as presented, and the minutes of the March 11, 2025 Regular meeting. All Ayes (7) Nays (0) Motion carried.**

4. Budget Update

- YTD Financials – Mr. Schluentz shared the Financial Statements as of March 31, 2025, and April 30, 2025.
- Payment Approvals

**It was moved by Randy Lindquist and supported by Christopher Dean to approve the following payments: All Ayes (7) Nays (0) Motion carried.**

- **Check #1098 – Muskegon Community College Winter Invoice - \$616,262.05**
  - **Check #1099 – Baker College of Muskegon Spring Invoice - \$107,878.00**
  - **Check #1100 – Muskegon Area ISD – March & April - \$71,063.50**
- Transfer of \$825,000 from MILAF to ChoiceOne Bank

**It was moved by Randy Lindquist and supported by Christopher Dean to approve the transfer of \$825,000 from MILAF to ChoiceOne Bank. All Ayes (7) Nays (0) Motion carried.**

- 2025/26 Budget

**It was moved by Aaron Maike and supported by Rachel Gorman to approve the 2025/26 Budget as presented. All Ayes (7) Nays (0) Motion carried.**

5. Membership Update – The board thanked Laurel Zwit for her service to the Promise Zone Board. Her term is expiring on June 30. Gary Nelund's and Aaron Maike's term expires in June 2025 as well, and both have agreed to continue on the board.
6. Student Eligibility, Terms & Appeals
  - SalesForce Dashboard & Reporting Features – Ms. Byard Karaba and Lindsay Pulsipher are working on a new dashboard using the SalesForce database that allows them to track students. Megan will share this dashboard at the July meeting.
7. Student Success & Other Business
  - AmeriCorp Federal Funding – The AmeriCorp funding has been cut at the federal level. Ms. Byard Karaba is expecting a new MOU for both Muskegon Community College and Baker due to the changes that will affect two of the success coaches and four college advisors that are in our local districts. Megan will continue to monitor AmeriCorp funding cuts.
8. Marketing/Communication Update
  - Webpage & Brochure Updates – These have been updated with all of our new information and will go out to schools, businesses, etc.
  - Financial Aid Sandwich 2025 – Megan shared an image that demonstrates the order in which awards are distributed.
  - Get MI Money 2025 – Megan shared an image that illustrates how scholars can use the gifts wisely (i.e. part-time enrollment; books, supplies and equipment; additional contact hours; summer enrollment; and more than 72 credits).
  - Senior Award Ceremonies 2025 – All of the events are being covered by Megan, Lindsay, and Holly Hughes is also helping with two.
  - May 22, 2025 Day of Celebration – Business After Hours – Megan shared the invitation to the Business After Hours where the Muskegon Lakeshore Chamber of Commerce will celebrate 10 years of impact with the Watch Muskegon campaign. They will also

recognize the Muskegon Area Promise who is also celebrating 10 years.

9. Fundraising Update – No Report

10. Other

11. Next Meeting Date

- Next meeting will be July 8, 2025 – 8:00 a.m.
- Meeting dates for 2025-26 are as follows:
  - July 8, 2025
  - September 9, 2025
  - November 11, 2025
  - January 13, 2026
  - March 10, 2026
  - May 12, 2026

There being no further business, the meeting adjourned at 9:04 a.m.

Respectfully submitted,

*/Barbara Ireys/*

Barbara Ireys, Recorder