

**MINUTES  
REGULAR MEETING  
MUSKEGON AREA PROMISE ZONE AUTHORITY BOARD  
April 9, 2024  
8:00 A.M.**

A regular meeting of the Muskegon Area Promise Zone Authority Board was held on Tuesday, April 9, 2024 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  
Ms. Holly Hughes, Community Representative

The following board members were absent:

Ms. Laurel Zwit, Greenridge Realty  
Ms. Cindy Larsen, Muskegon Lakeshore Chamber of Commerce  
Mr. Gary Nelund, State Farm Insurance  
Mr. Keith Guy, Muskegon Public Schools  
Mr. Christopher Dean, Muskegon Heights Fire Department (arrived 8:11 a.m.)  
Dr. John Selmon, Muskegon Community College

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

Guests: None

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1. Call to Order

Mr. Parker called the meeting to order at 8:05 a.m. There was not a quorum present.

2. Public Participation – None.

3. Approval of Agenda and Minutes

Due to a quorum not being present, this approval item will be tabled until the May 14 meeting.

4. Budget Update

- YTD Financials – Mr. Schluentz shared the Financial Statements as of March 31, 2024.
- Approval of Payments
  - Muskegon Community College – Winter Term Scholarships - \$674,318.06
  - Baker College – Spring Term Scholarships - \$35,200.23
  - Michigan College Access Network – Promise Zone Dues 2024 - \$3,000

Due to a quorum not being present, this approval item will be tabled until the May 14 meeting.

- Transfer \$750,000 from MILAF to ChoiceOne Bank – for March Expenses

Due to a quorum not being present, this approval item will be tabled until the May 14 meeting.

- PZA Anticipated Budget Summary 2024/25 – Ms. Byard Karaba shared the proposed 2024/25 budget that included administrative/staffing costs, as well as program costs. Mr. Parker encouraged Megan to explore internships for future Promise scholars. Megan shared that a professional strategy/workforce specialist/coach is being considered for the future. Steve suggested that, moving forward, we consider maintaining a one-year expense holdback as restricted fund equity.

5. Membership Update

- New Member Recruitment Update – Mr. Maiké shared that he had reached out to Gary Allore at Trinity and has not heard back from him.

6. Student Eligibility, Terms & Appeals

- Update on Treasury Approval of Development Plan – Ms. Byard Karaba shared that the March 24 Amendment to the Development Plan was approved by Treasury.
- Appeal – ProForma Application 2024 – Ms. Byard Karaba shared the ProForma Application updated as of March 2024.
- MCC Summer Guest Reporting 2024 – Ms. Byard Karaba shared that twenty-two (22) students are using their summer guest status for this coming summer term.

7. Student Success & Other Business – No Report

8. Marketing/Communication Update

- April 2024 MLCC Economic Forecast Business for Breakfast – Ms. Byard Karaba indicated there are still seats available at the MAISD reserved table.
- 2024 Senior Award Ceremonies – Ms. Byard Karaba indicated she is in need of representation at the Mona Shores awards event on May 20, and the Muskegon Catholic awards event on May 23.
- Muskegon Area Promise Web Page – Ms. Byard Karaba shared the MAP web page.
- Progressing the Promise Web Story – Ms. Byard Karaba shared the Progressing the Promise web story.

9. Fundraising Update – No Report

10. Other – None.

11. Next Meeting Date

- May 14, 2024 – 8:00 a.m.

There being no further business, the meeting adjourned at 8:59 a.m.

Respectfully submitted,

*/Barbara Ireys/*

Barbara Ireys, Recorder