

# THE PONTIAC SCHOOL DISTRICT PROMISE ZONE AUTHORITY BOARD

April 21, 2022

12:30 PM

1500 University Dr.  
Auburn Hills, MI 48326

## BOARD MEETING MINUTES

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<b>Meeting called by:</b>	<b>Teresa Rodges</b>	<b>Type of meeting:</b>	<b>Regular Meeting</b>
<b>Meeting Chair:</b>	Teresa Rodges		
<b>Note Taker:</b>	H. Bill Maxey/C. Moulder		
<b>Please read:</b>	March 17, 2022 Minutes, Finance Report Documents		

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### AGENDA ITEMS

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<b>Topic</b>	<b>Presenter</b>
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- ✓ Call to Order: 12:33pm Teresa Rodges
- ✓ Roll Call H. Bill Maxey

Board Members Present: Teresa Rodges, H. Bill Maxey, Lon Bone, Mary Schusterbauer, Tim Meyer, Keyon Payton, Christopher Northcross, Nellie LeGarde

Board Members Absent: Kaino Phillips (excused), Henry Knight (excused), Jose Aliaga

Staff Present: Canequia Moulder, Justen Daniels

- ✓ Approval of the Agenda **Motion:** To approve agenda Moved by Lon Bone, Supported by Mary Schusterbauer

Ayes: Christopher Northcross, Teresa Rodges, Tim Meyer, Keyon Payton, Nellie LeGarde, H. Bill Maxey      Motion: Carried

- ✓ Approval of the March 17, 2022, Minutes **Motion:** To approve March 17, 2022, Moved by H. Bill Maxey, Supported by Keyon Payton

Ayes: Lon Bone, Teresa Rodges, Tim Meyer, Christopher Northcross, Nellie LeGarde, H. Bill Maxey      Motion: Carried

Adjournment: 3:38pm

### Chairperson Executive Report 10 mins

1. Lola Banks, Associate Dean for College Readiness and Secondary Partnerships at Oakland Community College: Presentation on Dual Enrollment/Early College Programs

### Executive Director/Coordinator Report 7 mins

1. Reports submitted as attachment to file.

**Treasurer Report/ Finance Committee**

**10 mins**

1. Discussion ensued regarding bookkeeping and auditing of treasurer's report.

**Motion:** To move that the board be privy to the resumes of the candidates who are being identified for bookkeeping, Moved by Keyon Payton, Supported by Tim Meyer

Discussion ensued. Keyon Payton Moved to lay the motion on the table. Supported by Lon Bone. Ayes Teresa Rodges, Nellie LeGarde, H. Bill Maxey, Mary Schusterbauer, Tim Meyer

**Motion Carried.**

Motion: Move to remove the motion from the table. Moved by Keyon Payton, Supported by Mary Schusterbauer. **Motion Carried.**

Keyon Payton: Permission to withdraw original motion.

**Motion:** Move that the board receives 3 recommendation for auditing firm for consideration by the next meeting and that we halt hiring of a bookkeeper following the audit and that there is no conflict of interest between the auditing firm and bookkeeper. Moved by Tim Meyer, Supported by Keyon Payton.

Discussion Ensued.

Ayes: H. Bill Maxey, Nellie LeGarde, Mary Schusterbauer, Lon Bone, Teresa Rodges

Opposed: Chris Northcross **Motion: Carried**

**Motion:** Move that the Executive Director be responsible for obtaining three quotes from auditing firms. Moved by Lon Bone. Supported by H. Bill Maxey.

Ayes: Teresa Rodges, Nellie LeGarde, Mary Schusterbauer, Keyon Payton, Tim Meyer

**Motion Carried.**

**Teresa Rodges:** To file Treasurer's Report for Audit.

**Committee Reports:** A brief description should be created by each committee chair for policy creation.

- ❖ Fundraising Committee (Keyon, Bill) 1 min
- ❖ Annual Meeting Committee (Kaino, Bill, Lon) 1 min
- ❖ Marketing Committee: Lon Bone 5 mins
  - Next Meeting 4/27/22 9am – 11am and May 18 9am- 11am
- ❖ Personnel Committee: Nellie/Kaino 2 mins
  - Suggest that the personnel committee be responsible for hiring to be brought to board from the committee.
- ❖ Strategic Planning Committee: Tim Meyer 5 mins
  - By next meeting if you know anyone who is exceptional at facilitating strategic planning

**Public Comments**

✓ Unfinished/New Business

**7 mins**

✓ Board Member Open Comments

5 mins

**Motion:** Move to retain the services of Coco Siewart registered Parliamentarian for the next two more months. Moved by Tim Meyer, Supported by H. Bill Maxey **Motion: Carried**

**Motion:** Move that the minutes be recorded by words and actions in accordance with Robert Rules of Order and the Open Meetings Act. Moved by Tim Meyer, Supported by Lon Bone. **Motion Carried.**

**Motion:** Move that the meeting time to any time after 5pm. Moved by Tim Meyer, Supported by Keyon Payton. Discussion Ensued. Tim Meyer rescinds motion to withdraw.

**Motion:** Move that the board secure an attorney to represent the interests of the Pontiac Promise Zone. Moved by Keyon Payton, Supported by Tim Meyer. Discussion Ensued.

Ayes: Teresa Rodges, H. Bill Maxey, Nellie LeGarde, Lon Bone Opposed: Mary Schusterbauer. **Motion Carried.**

Motion: To adjourn the meeting. Moved by Lon Bone, Supported by H. Bill Maxey. **Motion Carried.**

**Motion:** To enter Closed Session pursuant to Open Meetings Act 15.268 Sec 8.(1)(2)a

- ❖ To Review, Discuss and Consider Personnel Information Item at the request of an Employee

**Motion:** To return to Open Session

No Closed Session needed.

- ✓ Confirm Next Meeting –Thursday, May 19, 2022, Baker College Auburn Hills, MI 12:30pm – 2:00pm