

# THE PONTIAC SCHOOL DISTRICT PROMISE ZONE AUTHORITY BOARD

June 15, 2023

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 16, 2023, May 18, 2023, Minutes, Finance Report Documents, ED Report, Strategic Planning Documents, Policies/Procedures		

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### AGENDA ITEMS

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<b>Topic</b>	<b>Presenter</b>
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✓ Call to Order: Teresa Rodges

Present: Henry Knight, Teresa Rodges, Nellie LaGarde, Christopher Northcross, Lon Bone, Kaino Phillips, H. Bill Maxey

Absent: Jose Aliaga (Excused), Tim Meyer

✓ Roll Call Christopher Northcross

✓ Approval of the Agenda: Moved by Lon Bone, seconded by Mary Shusterbauer, Motion Carried.

✓ Approval of the March 16, 2023, and May 18, 2023, Minutes. Moved by Christopher Northcross, Seconded by Kaino Phillips. Motion Carried.

✓ Approval of the Finance Report: Moved by Nellie LaGarde, Seconded by Lon Bone. Motion Carried.

Motion to approve the budget template with the option to amend it in the future board meeting. Moved by Henry Knight; Seconded by Lon Bone. Motion carried.

Adjournment: 3:15pm

### Chairperson Executive Report

1. Strategic Planning: Action Planning with Ted Amsden **15 mins**  
**60 mins**  
Board members agree to meet virtually/in-person for Strategic planning during the July 20, 2023 board meeting time slot. Board members will meet in their strategic committees to focus on action planning. ED will email each group reminding for setup for strategic planning.

## 2. ED/Program Coordinator Contracts/Position Descriptions

Motion: Moved by Kaino Phillips, Seconded by Lon Bone to accept the Executive Director Independent Service Agreement for Canequia Moulder for July 1, 2023 – June 30, 2024.

Roll Call: Henry Knight, Lon Bone, Nellie Lagarde, Kaino Phillips, Mary Schusterbauer, Christopher Northcross, Teresa Rodges,

Motion: Moved by Nellie LaGarde, Seconded by Kaino Phillips. To approve the Program Coordinator Independent Service Agreement for Darinda Shaw for July 1, 2023 – June 30, 2024.

Roll Call: Teresa Rodges, Kaino Phillips, Henry Knight, Lon Bone, Christopher Northcross, Nellie LaGarde, Mary Schusterbauer

Independent Service Agreement Contract discussion for Mr. Wiggins. Madame Chair will meet with Mr. Wiggins, and Public Policy to draft the contract and meet with the Personnel Committee.

### **Executive Director Report** **5 mins**

Written report provided to each board member.

### **Treasurer Report** **15 mins**

**Motion:** Lon moves to pay the IRS fees after the amendments have been submitted to the auditor for review to reduce the fees. Seconded by Henry.

Roll Call: Henry Knight, Christopher Northcross, Henry Knight, Nellie LaGarde, Mary Shusterbauer, Lon Bone. Motion Carries.

Discussion ensued; budget formula has been created and will be reviewed. Mary and Kaino will work with the Senators/US reps to intervene on the PPZ behalf on this matter of fees.

### **Committee Reports**

#### **❖ Marketing Committee Reports** **5 mins**

**Motion:** Mary moves using marketing funds to support the Ascend Foundation Kids Night of the Star event package for \$3500.00. Seconded by Lon Bone.

Discussion: This should be an added line item for the upcoming budget.

Roll Call: Lon Bone, Mary Schusterbauer, Teresa Rodges, Nellie LaGarde, Henry Knight, Kaino Phillips, H. Bill Maxey, Christopher Northcross. Motion Carried.

#### **❖ Personnel Committee Reports** **5 mins**

**Motion:** Nellie moves Recommends allowing the Independent Service Agreement with Mr. Wiggins LLC with any other changes from Public Policy Associates to protect the Pontiac Promise Zone and Public Policy Associates.

Roll Call: H. Bill Maxey, Nellie LaGarde, Mary Schusterbauer, Kaino Phillips, Christopher Northcross, Lon Bone, Teresa Rodges. Motion Carried.

### **✓ Old Business/New Business** **5 mins**

✓ Board Member Open Comments

**10 mins**

The library is asking for a larger poster regarding the Pontiac Promise Zone. Mr. Maxey was provided a large poster to put up in the library lobby.

- ✓ Confirm Next Meeting –Thursday, July 20, 2023, OU West Auburn Hills, MI  
12:30pm – 2:30pm