THE PONTIAC SCHOOL DISTRICT PROMISE ZONE AUTHORITY BOARD

May 18, 2023

12:30 – 2:30 PM

1500 University Drive
Auburn Hills, MI 48326

BOARD MEETING MINUTES

Meeting called by:	**Teresa Rodges**	**Type of meeting:**	**Regular Meeting**
Meeting Chair:	Teresa Rodges		
Note Taker:	H. Bill Maxey/C. Moulder		
Please read:	March Board Minutes, Finance Report Documents, Audit Summary, Policies/Procedures		

AGENDA ITEMS

Topic	Presenter
✓ Call to Order: 12:38pm	Teresa Rodges
✓ Roll Call	H. Bill Maxey

Board Members Present: Tim Meyer, Lon Bone, Mary Schusterbauer, Henry Knight, H. Bill Maxey, Christopher Northcross, Nellie LaGarde (Virtual), Kaino Phillips, Teresa Rodges

Board Members Absent: Jose Aliaga

Staff Present: Canequia Moulder

✓ Approval of the May 2023 Board Agenda
Motion: To approve Agenda Moved by H. Bill Maxey, Seconded by Lon Bone. Motion carried.

Motion: To approve move March 16, 2023, minutes to June 2023 meeting, Moved by Tim Meyer, supported by Chris Northcross. Motion Carried.

Roll Call: Teresa Rodges, H. Bill Maxey, Lon Bone, Henry Knight, Tim Meyer, Kaino Phillips, Mary Schusterbauer, Christopher Northcross.

Chairperson Executive Report: Teresa Rodges **15 mins**

1. **Program Coordinator Contract**
    a. **Extended the Executive Director contract by two months.**

***Motion*:** Tim Meyer moves to authorize the extension of the Executive Director's contract to be retroactive from May 1, 2023, to June 30, 2023, as recommended by Personnel Committee; Seconded by Henry Knight. **Motion Carried.**

***Motion*:** To meet on June 15, 2023 at 12:30pm and be off in the month of July and August. Moved by Tim Meyer Seconded by Mary Schusterbauer. **Motion Carried**

2. Review of Standards of Contract and the relationship with Public Policy; questions can be answered by Personnel Committee.

Executive Director Report: CoCo Moulder **10 mins**

1. Policies/Procedures Board Review for June Board Meeting; Board provided copies of Policies/Procedures.
2. Scholarship Update
3. May 25th PHS/ITA Graduation at Oakland University O'rena at 6pm
4. SEMCA invitation for PPZ to attend June Graduation
5. Northcross Presented at Golden Opportunity Club/Bound Together

Treasurer Report/Finance Committee – Chris Northcross **10 mins**

***Motion*:** Tim Meyer moves to adopt "20230511 Budget Revision rev d.pdf" be adopted as the Pontiac Promise Zone Authority Budget for Fiscal Year 2022-23. Seconded by Kaino Phillips

Roll Call: Tim Meyer, Lon Bone, Chris Northcross, Henry Knight, Kaino Phillips, H. Bill Maxey, Teresa Rodges, Mary Schusterbauer. **Motion Carried**.

***Motion*:** Moved by Tim Meyer to approve the payment of the invoice for Eugene Brazeal, LLC for $13,000 Seconded by Lon Bone**.**

Roll Call: H. Bill Maxey, Henry Knight, Kaino Phillips, Teresa Rodges, Christopher Northcross, Mary Schusterbauer, Tim Meyer; **Motion Carried.**

***Motion*:** Knight moves to authorize the Pontiac Promise Zone Authority Board increase the tuition scholarship disbursement up to the maximum allowable by the Michigan State Treasury. Seconded by Kaino Phillips.

Roll Call: Kaino Phillips, Henry Knight, Lon Bone, Mary Schusterbauer, Teresa Rodges, H. Bill Maxey, Chris Northcross, Tim Meyer **Motion Carried.**

Motion: Mary moves to authorize the Pontiac Promise Zone Authority Board to increase 2023 – 2024 to $50, 000 dollars breaking the allotment into Freshmen/Sophomore status to $12, 000 per year and Junior/Senior status to $13, 000 dollars per year for the pursuit of obtaining up to a bachelor's degree to begin with current PPZ scholars. Seconded by Kaino Phillips.

Roll Call: Tim Meyer, Kaino Phillips, Henry Knight, Lon Bone, Mary Schusterbauer, H. Bill Maxey, Chris Northcross, Teresa Rodges **Motion Carried.**

Personnel Committee: Nellie LeGarde **5 mins**

Motion: Kaino moves to accept the personnel committee's recommendation of hiring two program coordinators not to exceed $54,000 each.

Roll Call: Christ Northcross, Henry Knight, Tim Meyer, Kaino Phillips, Lon Bone, Mary Schusterbauer, Teresa Rodges, H. Bill Maxey **Motion Carried.**

Discussion: Henry suggests adding a range for the salaried positions for future budgets. Maxey brings to the attention that the contracts are looking at the budget while making the decisions before bringing it to the attention of the board. Discussion ensued regarding roll responsibilities within the job description.

Marketing Committee: Lon Bone **3 mins**

- ✓ New Business **7 mins**
  - Letter from Makaila Potlow

Motion: Mary Moves to accept the financial request for Makaila Potlow with Board recommendation from Mr. Kaino Phillips and during policies and procedures put into place for future request. Seconded by Christopher Northcross;

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

- ✓ Public Comments **10 mins**

Meeting Adjourned: 2:34pm.

- ✓ Confirm Next Board Meeting – June15, 2023, 1500 University Auburn Hills, MI 48326