

Newaygo County Area Promise Zone Authority  
4747 W. 48<sup>th</sup> Street  
Fremont, MI 49412

Tuesday, January 17, 2017

Special Meeting Minutes

Present: Woody Bowman, Dawn Anderson, Dr. Lori Tubbergen Clark, Steve Witter, Holly Moon, Mark Guzniczak, Jack Hendon, Rebecca Tuuk, Nate Sparks, Tom Boerger (virtually), Cathy Obits (ex-officio), Carla Roberts (ex-officio)

Absent: Deanna Joppich

Visitors: Corinne Toth, Amy Moore, Wes Miller, Todd Jacobs, Sydney Noordyk, Lyndsie Proctor, Patty Wheeler

Chairperson Clark called the meeting to order at 11:31 a.m. All members present with the exception of Deanna Joppich.

**CALL TO ORDER**

16-27 – Motion by Jack Hendon, supported by Rebecca Tuuk to approve the agenda for today's meeting. Roll call vote: Ayes—10 (Bowman, Anderson, Tubbergen Clark, Witter, Moon, Guzniczak, Hendon, Tuuk, Sparks, Boerger); Nays—0. Motion carried.

**APPROVAL OF AGENDA**

16-28 – Motion by Holly Moon, supported by Steve Witter to approve the NCAPZ minutes from November 8, 2016. Roll call vote: Ayes—10 (Bowman, Anderson, Tubbergen Clark, Witter, Moon, Guzniczak, Hendon, Tuuk, Sparks, Boerger); Nays—0. Motion carried.

**APPROVAL OF MINUTES**

Student representatives Sydney Noordyk and Lyndsie Proctor from the FACY Youth Advisory Council (YAC) thanked board members for their work on the Promise Zone. The FACY Youth Advisory Council is made up of four student representatives from each district and home schools within Newaygo County. Ms. Proctor noted how this opportunity directly affects kids so close to home. Ms. Noordyk proudly presented a gift of \$27,500 on behalf of the YAC. The YAC has also agreed to donate \$30,000 in support of the Newaygo County College Access Network as well. This is a significant amount of gifting from the YAC.

**PUBLIC PARTICIPATION**

At our last meeting we talked about creating a subcommittee made up of members from the Promise Zone Board and the College Access Network Executive Council. The first topic this subcommittee will concentrate on is retention and completers. There are four volunteers from the CAN Executive Council willing to work with a couple member of the PZ Board and we would also like to enlist some community members. Dr. Clark will participate. Are there any other volunteers? Please think about this and let Dr. Clark know if you can serve.

**SUBCOMMITTEE UPDATE**

Mr. Hendon noted we are still gathering information from other Promise Zones in terms of how they have set up their budgets. The Operations Committee will need to meet in the near future to determine what our budget should look like and how we are going to pay for administrative items. We do have a \$10,000 grant from NCAN that can be used for administrative purposes. Additionally, our development plan that we submitted to the Department of Treasury has been approved.

**OPERATIONS COMMITTEE REPORT**

Ms. Obits, Dr. Clark and Melissa Miller attended the Promise Zone State Association mini conference last week to plan for another conference to be held on March 13. Information content is yet to be released, but it will include something on fund raising, operational expenses, barriers, and the application process. If anyone is interested in attending, please let Dr. Clark know. Dr. Clark will be attending.

**PROMISE ZONE STATE ASSOCIATION CONFERENCE**

Ms. Anderson noted that the CTC student who designed our logo has added the work "area" to name in the logo. Letters have also been sent to students who participated in the logo competition, thanking them for their submission.

**MARKETING AND COMMUNICATIONS COMMITTEE REPORT**

Mr. Witter noted the Fundraising Committee's appreciation for the FAF in lending us Todd Jacob's expertise and the work that he has been doing on the Promise Zone. The Fundraising Committee has established a standing meeting date for the third Thursday of every month. To date, we have in gifts and commitments totaling \$441,680—nearly 1/3 of our goal. For the first year, \$305,000 is available for use. Projections indicate this should allow us to officially kick off the Promise Zone.

**FUNDRAISING  
COMMITTEE REPORT**

Committee members updated the PowerPoint presentation so that when members are sitting down with prospective donors we can walk them through the criteria with good detail. We would like to expand the Fundraising Committee, adding a couple of individuals from the community who would like to serve. We continue to think about those who would have interest in donating and have also developed a pledge sheet for people to think about multiple year gifts. We will soon be asking board members for their investment in the PZ as well. Also, we continue to need your help in identifying those who might be able to donate.

Ms. Moon asked if we are still in the quiet phase of fundraising. Mr. Witter answered that this will be discussed on Thursday at their subcommittee meeting; it is more of a hybrid phase at this time. Marketing/communication will need to know to begin their part of the process. Todd Jacobs noted the news is out thus the donations to date. Even though we are in the quiet phase, we don't want to turn down donations even though it is not published information yet. Dr. Clark noted we also need to consider social media outlets and other mediums to get information to people. Additionally, Dr. Clark noted there are many variables that could affect our actuarial tables, a new president being one of them.

16-29 – Motion by Woody Bowman, supported by Rebecca Tuuk to approve the Newaygo County Area Promise Zone Scholarships to begin with funding the Class of 2017 based upon previously approved eligibility criteria. Roll call vote: Ayes—10 (Bowman, Anderson, Tubbergen Clark, Witter, Moon, Guzniczak, Hendon, Tuuk, Sparks, Boerger); Nays—0. Motion carried.

**APPROVE  
SCHOLARSHIPS TO  
BEGIN WITH THE  
CLASS OF 2017**

16-30 – Motion by Rebecca Tuuk, supported by Jack Hendon to designate grants from the Fremont Area Community Foundation up to \$185,000 with a 50¢ on \$1 match. It was noted that the Foundation approved a grant of \$100,000 in December with an additional \$85,000 to be approved in February. Two press releases will be coming from the Foundation; one to announce the donation and one to encourage donations. Roll call vote: Ayes—10 (Bowman, Anderson, Tubbergen Clark, Witter, Moon, Guzniczak, Hendon, Tuuk, Sparks, Boerger); Nays—0. Motion carried.

**DESIGNATE GRANTS  
FROM FAF AS  
MATCHING FUNDS**

16-31 – Motion by Steve Witter, supported by Mark Guzniczak to approve the Intent to Build-a-Fund Agreement with the Fremont Area Community Foundation (The Promise Endowment within five years). The Board voted and approved the establishment of an endowment fund in November, 2016, but do not have the \$10,000 to deposit into the fund at this time. This "intent" will allow us to begin the process in defining the period in which the Foundation anticipates the fund to be in place. Roll call vote: Ayes—10 (Bowman, Anderson, Tubbergen Clark, Witter, Moon, Guzniczak, Hendon, Tuuk, Sparks, Boerger); Nays—0. Motion carried.

**APPROVE INTENT  
TO BUILD-A-FUND  
AGREEMENT WITH  
FAF**

16-32 – Motion by Jack Hendon, supported by Steve Witter to approve the Newaygo County Area Promise Zone Endowment Fund Agreement with the Fremont Area Community Foundation. Again, the establishment of an endowment fund was approved at the November, 2016 meeting. This action is to approve the agreement and gives people the option of donating to the endowment for future years instead of donating directly to the Promise Zone if that is their wish. Roll call vote: Ayes—10 (Bowman, Anderson, Tubbergen Clark, Witter, Moon, Guzniczak, Hendon, Tuuk, Sparks, Boerger); Nays—0. Motion carried.

**APPROVE THE NCAPZ  
ENDOWMENT FUND  
AGREEMENT WITH  
FAF**

Dr. Clark shared a Memorandum of Understanding between the Michigan College Access Network and the Michigan Promise Zone Association. Dr. Clark received this document at the MPZA meeting and shares it for your review and feedback. If you have anything that stands out as a question or concern, please get your feedback to Ms. Obits or Dr. Clark within the next couple of weeks.

**INFORMATION FROM  
BOARD MEMBERS**

Ms. Tuuk shared an article from the Christian Science Monitor about New York state legislators agreeing to provide free education for New York students and shared a story from the State of Tennessee where community service is a requirement to receive funds from their Promise Zone.

**INFORMATION FROM  
BOARD MEMBERS  
(continued)**

Ms. Tuuk also noted she overheard a Fremont High School senior at a local restaurant make a comment that he wanted to go to MCC but would not be able to afford it. Ms. Tuuk was able to share with him that the PZ is an opportunity. Dr. Clark will have MCAN wrap services around this student to see if we can help him.

16-33 – Motion by Woody Bowman, supported by Mark Guzniczak to adjourn the Newaygo County Area Promise Zone Authority special meeting at 12:13 p.m. Roll call vote: Ayes—10 (Bowman, Anderson, Tubbergen Clark, Witter, Moon, Guzniczak, Hendon, Tuuk, Sparks, Boerger); Nays—0. Motion carried.

**ADJOURNMENT**

A handwritten signature in blue ink that reads "Lori Tubbergen Clark". The signature is written in a cursive style and is positioned above a horizontal line.

Dr. Lori Tubbergen Clark, Chairperson