

**Networks Northwest Board**

**Annual Meeting Minutes**

Tuesday April 16, 2024

4:00 P.M. - 5:00 P.M.

Networks Northwest Conference Center

1209 South Garfield Avenue

Traverse City, Michigan 49686

**Present**

M. Castiglione; G. Fedus; P. Lamb; E. Lingaur; T. Miner; N. Sulak (Chair); C. Christensen; L. Leedy (Vice Chair); L. Flynn; D. DeYoung; M. Cain; D. Smallegan; J. Reed; T. Markey; A. Olds; B. Peacock; S. Bytwork; B. Kennis; J. Reed; T. Tkach; R. Schmidt; C. Stark

**Not Present**

M. Faculak; K. Fisher; D. Rexroat; R. Hill; K. Andrews; D. Mapes; B. Scheele; C. Johnston; B. Townsend; B. Hefferan; L. Nolan; M. Roman; R. Schultz; C. Steele

**Staff Present**

D. Rowland; D. O'Dell; J. McNabb, R. Carson; J. Willis; S. Shugart

**Call to Order and Introductions**

N. Sulak called the meeting to order at 3:03 P.M. and led introductions.

**Public Comment**

No comment.

**Approval of Networks Northwest Special Board February 29, 2024 Draft Meeting Minutes**

***Motion by R. Schmidt, supported by B. Hefferan, to approve the February 29, 2024 Draft Meeting Minutes. No discussion. Motion passed unanimously.***

**Northwest MI Works!/Networks Northwest Election of 2024 Officers**

**Chair:**

Motioned by G. Fedus, supported by H. Hefferan, to nominate Nicole Sulak for Networks Northwest Board Chairperson. There were no other nominations. A vote was not held and the motion was withdrawn by G. Fedus.

***New Motion by D. DeYoung, supported by L. Flynn, to nominate all of the following:***

***Chair: Nicole Sulak***

***Vice Chair: Lisa Leedy***

***Secretary/Treasurer: Gary Fedus***

Antrim Benzie Charlevoix Emmet Grand Traverse Kalkaska Leelanau Manistee Missaukee Wexford  
PO Box 506 Traverse City, MI 49685-0506 Phone (231) 929-5000 Fax (231) 929-5012 [networksnorthwest.org](http://networksnorthwest.org)

Networks Northwest and Northwest Michigan Works! are supported by the State of Michigan and are proud partners of the American Job Center Network. Projects may be funded with the authorized and appropriate use of federal funds. Contact Networks Northwest for additional information. Equal opportunity employer/program. Auxiliary aids and service are available upon request to individuals with disabilities. Individuals with speech or hearing impairments may call the Michigan Relay Center by dialing 711.

***There were no other nominations. Motion passed unanimously.***

### **NW Michigan Works! Sublease Approval & Signature Authorization**

J. McNabb presented the attachment included in the packet for the sublease and signature authorization needed for the Northwest Michigan Works! offices located in Cadillac, Manistee, Petoskey and Traverse City. McNabb also asked for the authorization of her signature to sign these subleases on behalf of the board. No discussion.

***Motion by D. Smallegan, supported by M. Cain, to approve Northwest Michigan Works! Sublease and McNabb's signature authorization. No discussion. Motion passed unanimously.***

### **Financial Reports**

D. Rowland provided a brief overview of the Financial Reports, included in the Board packet. Discussion ensued.

***Motion by R. Schmidt, supported by L. Leedy, to accept the Financial Reports as presented. No discussion. Motion passed unanimously.***

### **Current State Assessment for Strategic Plan**

McNabb presented the current state assessment for the strategic plan and where we could move forward. She described the overlap and how they are all connected. Discussion ensued.

### **Legislative Priorities**

McNabb presented the Federal legislative priorities, which include: A Stronger Workforce for America Act, Lifelong Learning Act and EDA Reauthorization. She also discussed the State legislative priorities and Michigan Works! Legislation Day with assistance from J. Willis. No discussion.

### **Regional Outdoor Recreation Study Summary**

McNabb presented a one-page summary of the Regional Outdoor Recreation Summary Economic Impact Study. McNabb also mentioned a press release was shared with local media on this project. Discussion ensued.

### **CEO Board Report**

McNabb mentioned Cadillac Northwest Michigan Works! new service center has a push back date of May of 2024 due to permitting process of data lines, but an Open House for the new service center will be coming very soon. MiCareer Quest, the 9<sup>th</sup> grade career exploratory event hosted by Networks Northwest, is well on its way and had a successful kick-off event this past January. This event will occur on May 9<sup>th</sup> at the Civic Center in Traverse City. VIP tours will be offered to Networks Northwest Board Members. Northwest Michigan Works! was awarded a \$1 million competitive grant award for the State Apprenticeship Expansion program. Community Development currently has 18 planning processes underway. McNabb gave gratitude to D. Rowland and the accounting team for no findings during their audits. McNabb invited members to a board orientation and suggested that a board retreat occur in the fall, consisting of a half-day educational session with MEDC. Discussion ensued.

**Board Comment** Benzie Charlevoix Emmet Grand Traverse Kalkaska Leelanau Manistee Missaukee Wexford  
PO Box 506 Traverse City, MI 49685-0506 Phone (231) 929-5000 Fax (231) 929-5012 [networksnorthwest.org](http://networksnorthwest.org)

Networks Northwest and Northwest Michigan Works! are supported by the State of Michigan and are proud partners of the American Job Center Network. Projects may be funded with the authorized and appropriate use of federal funds. Contact Networks Northwest for additional information. Equal opportunity employer/program. Auxiliary aids and service are available upon request to individuals with disabilities. Individuals with speech or hearing impairments may call the Michigan Relay Center by dialing 711.

N. Sulak welcomed Janie McNabb as our new CEO at Networks Northwest. L. Leedy gave thanks to Sulak and her dedication during the Networks Northwest CEO Search process. Discussion ensued.

**Correspondence**

N.Sulak mentioned the correspondence attached in the board packet. No discussion.

**Adjourn**

Meeting adjourned by N. Sulak at 4:16 P.M.

Respectfully Submitted,  
Dana O'Dell  
Administrative Assistant