



Northwest Michigan Community Action Agency
Board of Directors Annual Meeting
Thursday, November 21, 2024
3963 Three Mile Road
Traverse City, MI 49686

NMCAA Mission: To foster positive change by providing opportunities that promote self-sufficiency, improving the quality of life, and building stronger, more connected communities.

NMCAA Vision: NMCAA drives the change that strengthens communities where ALL PEOPLE have opportunities to achieve their full potential.

Call to Order:

1. Welcome and Pledge of Allegiance

The meeting was called to order at 12:30 p.m. by Board Chairperson, Art Jeannot.

2. Roll Call - Establish Quorum

Roll call was taken, and a quorum was established.

3. Approval of the Agenda

Motion by Rev. Jerry Cook, supported by Pam Niebrzydowski, to approve agenda. Motion passed.

4. Membership Announcements

None.

5. Public Input

None.

6. Consent Agenda Items*

a. Meeting Minutes

Approval of the NMCAA BOD Meeting Minutes draft from November 21, 2024.

Approval of the NMCAA BOD Closed Session Meeting Minutes draft from November 21, 2024.

Motion by Kat Byers, supported by Bethany Parent, to approve the consent agenda.
Motion passed.

7. Items Removed from Consent Agenda

None.

8. New Business or Action Items:

Committee Reports

a. No committee reports

*b. Proposal to Purchase Commercial Building**

9938 US-31, Honor Highway

Benzie, MI 49640

David Anolick, Board Member, and Facilities/Operations Project Manager of Emmet County gave a briefing of his findings, after reviewing the inspection report and the property in

person:

• **Background:** Lack of early childhood program locations in Benzie County.

• **Current Proposal:** Acquisition of a property previously used for Head Start

preschool.

• **Size:** 6,000 sq. ft. building with 3,600 sq. ft. allocated for early

childhood space.

• **Amenities:** Preschool classrooms, restrooms within

classrooms, kitchen, playground

space.

• **Current Use:** Two units rented to for-profit businesses (kitchen/bath remodel and vacation rental business) and one unit is current owner's (hair salon).

a



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- **Current Tenants:** Month-to-month lease and potential transitions.
- **Offer:** \$500,000 cash offer on property. (Listing price, \$550,000). 83.33 cents per

sq. ft.

Christ Stapleton, Realtor, advises building is worth \$645,000

- **Funding:** Use of funds from the Huntington certificate of deposit.
- **Ownership Benefits:** Control over tenants, potential for collocating services.
- **Financial:** Head Start funds could cover building improvements.
- **Potential Use for Other Services:** Tax program, supplemental food program & around services for families.
- **Inspection Report:** 96-page assessment conducted by Absolute Home Services, major structural issues, only common repairs needed, safe side entrance No need for demo or new walls. Well and septic inspected on 2024 by Benzie County.
- **Improvements Needed:** Estimated under \$30,000 for necessary repairs.
- **Zoning & Licensing Concerns:** Proximity to a cannabis dispensary and its impact use.
- **Clarifications Needed:** Licensing versus zoning regulations.
- **Recommendation:** Nothing observed or noted is a deal breaker. Building was also viewed by NMCAA Facilities and contractors, is a prime location, has ample and there is room for appreciation. The building fits who we are and where go as an Agency.

wrap

no

for children.

December 10,

on the

parking

we want to

Motion by Sam Getsinger, supported by Kay Byers to approve the purchase of 9938 US-31, Honor Highway, Benzie, MI 49640 pending legal review and other questions and concerns raised and satisfied. Roll call vote. Motion passed unanimously.

Kerry Baughman, Executive Director, read aloud a “Board Resolution Approving Purchase of Property”. (A printed copy made available to all board members.)

Motion by Kat Byers, supported by Debbie Bishop, to approve the “Board Resolution Approving Purchase of Property”. Roll call vote. Motion passed unanimously.

9. Monthly Reports

None.

10. Board Comments

NMCAA should look into applying for funding to rebuild the playground on the property through MSU Extension mini grants.

Adjourn

There being no further business to come before the board, the meeting was adjourned at 1:49 p.m.



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*Items require approval