

A.C.T. – N.O.W.
Advisory Community Team – Neighbors On Watch
EXECUTIVE BOARD MEETING MINUTES
DECEMBER 3, 2015

Meeting was called to order by Chair Mary Link at 1:00 p.m.

Members Present: Mary Link, Al Schultz, Julie Hill, Bob Barber, Danny Bates, John Klein, Carmine Polisei, John Ellis, Officer Shannon Fick, Sharon Zacny, Chief Brian Hill

Absent: N/A

MINUTES

- Secretary Julie Hill presented the published minutes from the November 5, 2015 Executive Board meeting. Al Schultz made a motion to accept the minutes as published. Danny Bates seconded, and the motion carried.

TREASURER'S REPORT

- Treasurer Bob Barber submitted the following published report for NOVEMBER 2015 (SEE ATTACHED 5th month of 2015-2016 Fiscal Year):

| | |
|--------------------|------------------|
| Checking Account | \$ 7,919.63 |
| Savings Account | \$ 285.49 |
| Money Market Acct. | \$ 9,277.44 |
| <u>Petty Cash</u> | <u>\$ 248.26</u> |
| Total | \$17,730.82 |

- Danny Bates made a motion to accept the Treasurer's Report as submitted. Al Schultz seconded, and the motion carried.
- Bob also presented an updated 2015-2016 Budget Spreadsheet (See Attached).

CORRESPONDENCE

(All correspondence was given to Secretary to be attached with meeting minutes or filed)

- Thank you note from Pat & Vicki Springstead
- Annual Liability Insurance Policy from Auto Owners Insurance Company
- RHS Marching Bucks donation request letter "Breakfast With Santa" event on 12/5/15 (Table a donation amount until after our fundraiser is over in February 2016)

OLD BUSINESS

- SWAC 20 Applications have been received and 10 rejection letters will be mailed based upon our criteria...repeat apps, not in our area, etc. Discussed this year's budget and spending limits based on a possible 11 families as a few are still needing to be contacted by Chief Hill for vetting. Bob Barber made a motion that we spend up to \$3450.00 for SWAC to include limit of \$100 per child and \$50 per adult and that we donate a maximum of \$1,000 to River House Shelter in lieu of gifts. Support by John Klein, all in favor, none opposed, motion carried. Officer Fick will be organizing the shopping and the Wrap Party has been set for Dec. 21, 2015 at 5:00 p.m. at the P.D. Mary will pre-order 10 pizzas from Country Corners to be picked up by 6:00 p.m. as she will not be in town for the wrapping party.
- Status of Bylaws amendment to include ACT NOW as fiduciary agent for groups/projects that are not non-profit. Chief Hill has met with township attorney Scott Hess who stated that we would not need to amend our Bylaws and would only need a Resolution, he will provide the

language for the Resolution but we have not received that yet. Table until Jan. 2016 meeting pending receipt of the Resolution.

- Valentine Dinner Dance tickets have started to come in. Please sell, sell, sell and turn in stubs and money as you go. They will be logged into a spreadsheet so that all tickets are accounted for by Julie and then the money will be turned over to Bob for bookkeeping and deposit. It is pertinent that we sell ALL tickets in order for fundraiser to be a success. Julie will meet with Brandon to see what the break-even point is for the event and/or what possible losses would be incurred in the event that all tickets are not sold. We do not want to take this approach so please sell your tickets and if you have an opportunity to sell more there are some still available as a few fire department members have left the area and there are 15 extras that have not been re-assigned.

NEW BUSINESS

- N/A

CERT UPDATE

- Coordinator Sharon Zacny reported that she has 8 volunteers for Christmas in the Village detail on 12/5/15. Volunteers need to be at the Roscommon Co. Sheriff Office by 3:00 p.m. on that day for briefing and location assignments.
- Team Building training night on Nov. 11th was well attended and a lot of fun!
- CERT received a Thank You from the Trunk or Treat committee.

OTHER BUSINESS/COMMENTS:

- N/A

NEXT EXECUTIVE BOARD MEETING

- January 7, 2016 at 1:00 p.m. at the Gerrish Township Police Department.

There being no further business, Mary Link adjourned the meeting at 2:05 p.m.

Respectfully Submitted,

Julie Hill

Julie Hill, ACT-NOW Secretary

cc/All Executive Board Members and the Gerrish Township Police Department Website