

**A.C.T. – N.O.W.**  
Advisory Community Team – Neighbors On Watch  
EXECUTIVE BOARD MEETING MINUTES  
DECEMBER 1, 2016

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

Members Present: Mary Link, Carmine Polisei, Julie Hill, Bob Barber, Kelly Kirkpatrick, John Ellis, Sharon Zacny, Chief Brian Hill

Absent: Danny Bates, John Klein, Officer Shannon Fick

**MINUTES**

- Secretary Julie Hill presented the published minutes from the November 3, 2016 Executive Board meeting. Bob Barber made a motion to accept the minutes as published. John Ellis seconded, and the motion carried.

**TREASURER’S REPORT**

- Treasurer Bob Barber submitted the following published report for NOVEMBER 2016 (SEE ATTACHED 5<sup>th</sup> month of 2016-2017 Fiscal Year):

Checking Account	\$ 5,106.35
Savings Account	\$ 285.85
Money Market Acct.	\$13,294.16
Petty Cash	\$ 826.04
<u>(+) Pending Deposit</u>	<u>\$ 980.00</u>
Total	\$20,492.40

- John Ellis made a motion to accept the Treasurer’s Report as submitted. Carmine Polisei seconded, and the motion carried.
- Bob also presented an updated 2016-2017 Budget Spreadsheet (attached).

**CORRESPONDENCE**

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

- Liability Insurance Policy Renewal
- Thank You to CERT from Trunk or Treat Committee

**OLD BUSINESS**

- Bowling fundraiser went very well. Thank you to Carmine, Mary, John Ellis and Sharon for helping all day. Raised \$871.00 to which included a \$75 donation from Santa and Mrs. Claus! This was a good weekend to have event, Fred’s was very busy. Put bowling fundraiser on calendar for next year...same time, same place. Carmine provided a list and Julie will send thank you letters to sponsors of the bowling event.
- Getaway Package Raffle raised \$3,550.20 (after expenses) with 488 tickets sold! Thank you Carmine for getting the prizes donated in full this year. First place winner was Jodi Valentino of Roscommon, second place was John Smith of Warren, and third place was Mylene Klein of Roscommon. Sharon Zacny won the most tickets sold incentive cash prize. Julie will send thank you letters to Great Wolf and Kewadin.
- Currently have received five SWAC family applications (one is a large family). Family visits will take place 12/2/16. PD will make sure applications get vetted properly and if anyone knows of other families in need, there are two more slots available, agreed to adopt 7 families this year.

## **NEW BUSINESS**

- Discussed appointing a new Membership Chair as current Chair Danny Bates has been absent due to a serious auto accident resulting in long term health problems. Kelly Kirkpatrick made a motion to seek a new person for the Membership Chair to fill the current position until this fiscal year term ends in July 2017. Support by Bob Barber, all in favor, none opposed, motion carried. A few names were mentioned and Mary will re-contact those folks to see if they are truly interested in serving on the board in that capacity until Annual Elections in July 2017 at which time they would need to run for the position.
- SWAC Wrap Party will be 12/19/16 at 5:00 p.m. at the police department. Julie will do an inventory of the wrapping paper, tape, bows, etc. Carmine will arrange 10 pizzas (1/2 off) from Fred's for pick up at 5:30 p.m. on 12/19 for the wrap party. Gift delivery will be on 12/22/16 from 4:00 – 6:00 p.m.

## **CERT UPDATE**

- Coordinator Sharon Zacny reported that the last required training for 2016 will be on 11/9/16 and will be a review of policy and procedures and equipment/bag checks.
- A new Basic CERT class will start on Dec. 7<sup>th</sup> and run through Jan. 25<sup>th</sup>.
- Christmas in the Village – meet at Roscommon County Sheriff Office at 4:00 p.m. for briefing and job assignments.

## **OTHER BUSINESS**

- After reviewing revenues from the raffle, bowling fundraiser and in anticipation of funds coming in from annual businesses and individuals for the 2016 SWAC program, discussed moving some funds around.
- Julie made a motion to authorize Treasurer Bob Barber to transfer a total of \$4,815.00 from the General Fund and disburse to the following:  
\$1,000.00                      Scholarship Fund  
\$1,000.00                      Public Safety Fund  
\$2,000.00                      Shop-With-A-Cop Fund  
\$ 815.00                        CERT Fund  
Support by John Ellis, all in favor, none opposed, motion carried.
- Gerrish Police Officers Association will be decorating a Christmas tree for the Annual NMCAC “Festival of Trees” fundraiser. Brian and Julie have donated and made the decorations for the tree, however would like to add a couple local businesses gift cards to the tree to make it a more lucrative donation. Bob Barber made a motion that ACT NOW donate \$100 for two gift cards (one from Fred's and one from Forwards). John Ellis seconded, all in favor, none opposed, motion carried. Thank you from the GTPOA☺
- Julie announced that the Gerrish Fire/EMS department will be holding a “Stuff the Ambulance” food/toy/clothing drive on 12/3/16 from 11:00 a.m. – 3:00 p.m. in front of the fire department. You can drop off any non-perishable food items, new clothing or toys and the items will be sorted out and delivered to needy families in Gerrish Township before Christmas.

## **NEXT REGULAR EXECUTIVE BOARD MEETING**

- January 5, 2017 at 1:00 p.m. at the Gerrish Township Police Department.

There being no further business, Mary Link adjourned the meeting at 1:59 p.m.

Respectfully Submitted,

*Julie Hill*

Julie Hill, ACT-NOW Secretary

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