

A.C.T. – N.O.W.
Advisory Community Team – Neighbors On Watch
EXECUTIVE BOARD MEETING MINUTES
JANUARY 7, 2016

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 December 3, 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 DECEMBER 2015 (SEE ATTACHED 6th month of 2015-2016 Fiscal Year):

Checking Account	\$ 3,469.18
Savings Account	\$ 285.58
Money Market Acct.	\$ 9,278.61
Petty Cash	\$ 191.30
Pending Deposit (+)	\$ 770.00
<u>Spartan Charge (-)</u>	<u>\$ 16.59</u>
Total	\$13,978.08

- John Klein made a motion to accept the Treasurer’s Report as submitted. John Ellis 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 from Don & Elaine Granzine for Appreciation Dinner
- River House Donation Request (Table until March)
- Winter Fest Donation Request (Not this year)
- Roscommon County DHHS Thank you (Kids Helping Kids Program)
- Northern Michigan Children’s Assessment Center \$500 Invoice/Support (Table until March)

OLD BUSINESS

- SWAC Critique – Determined that we had too many families this year and that we would keep the family limit to 6-7 in the future years. Was very hard to do the shopping and work into the officer’s schedules. The application is going to be revised (Brian and Julie will work on this for next year) as more information is needed to make the vetting process more simplified. There was not any volunteer help to deliver gifts to families this year, decided not to set this date a year ahead in the future as it gets forgotten.
- Status of Bylaws Amendment/Board Resolution – Brian received the “Sponsorship Guidelines” drafted by Attorney Scott Hess for Fiduciary Agent requests. After reading the Sponsorship Guidelines, John Ellis made a motion to adopt them as of this date, support by John Klein, all in favor by unanimous roll call, none opposed, motion carried.

- Valentine Dinner Dance Update – Only 30 tickets purchased to date... need to sell 100 to break even which is not the intention. Two bids for catering came in too high, asking both to give us a menu based on our \$20 per plate estimate in our budget. Have bond and special liquor license prepared to submit to state, \$100 for the bond and \$25 for the permit fee to State of Michigan will be needed. Discussed liquor/beverages for event, will request that caterers include 5 basic alcohol mixes and Alpena Beverage has offered to donate the beer and wine.

NEW BUSINESS

- Resolution by ACT NOW for Special Liquor License Application (State of Michigan) for 2016 Valentine Dinner Dance Fundraiser. Motion by Danny Bates and supported by Bob Barber that the application from ACT NOW for a special license to serve alcohol on February 20, 2016 to be located at 165 W. Federal Highway, Roscommon, MI 48653, it is the consensus of this body that the application be recommended for issuance. Approval: YES
Yeas 9 Nays 0 Absent 0
- February Annual Planning Meeting will be moved to January 28, 2016 due to the absence of Chief Hill and Secretary Julie Hill during the first week in February 2016.

CERT UPDATE

- Coordinator Sharon Zacny reported that Christmas in the Village detail went well and that she and Chief Hill are working on the 2016 yearly training schedule.
- We will be offering a Basic CERT Training here at the PD and will run from mid-February to March, applications are available through the PD.
- Homeland Security board approved our 2015 \$1,000.00 grant request for equipment for the CERT trailer.
- Region 7 will be offering some free training coming up which will include a Basic CERT class on April 22nd-24th, 2016.

OTHER BUSINESS/COMMENTS:

- N/A

NEXT EXECUTIVE BOARD MEETING

- January 28, 2016 at 1:00 p.m. at the Gerrish Township Police Department.

There being no further business, Mary Link adjourned the meeting at 2:10 p.m.

Respectfully Submitted,

Julie Hill

Julie Hill, ACT-NOW Secretary

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