

**A.C.T. – N.O.W.**  
Advisory Community Team – Neighbors On Watch  
EXECUTIVE BOARD MEETING MINUTES  
JUNE 4, 2015

Meeting was called to order by Chair Mary Link at 12:55 p.m.

Members Present: Mary Link, Al Schultz, Julie Hill, Bob Barber, Danny Bates, John Klein, Ginny Trombley, Stanley Baysdell, Sgt. Greg Patchin, Chief Brian Hill  
Absent: Sharon Zacny

**MINUTES**

- Secretary Julie Hill presented the published minutes from the May 7, 2015 Executive Board meeting. John Klein 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 MAY 2015 (SEE ATTACHED 11<sup>th</sup> month of 2014-2015 Fiscal Year):

Checking Account	\$ 3,659.92
Savings Account	\$ 285.31
Money Market Acct.	\$15,272.22
Petty Cash	\$ 217.09
Spartan Charge (-)	\$ 11.98
Total	\$19,422.56

- Al Schultz made a motion to accept the Treasurer’s Report as submitted. Ginny Trombley seconded, and the motion carried.
- Bob also presented an updated 2014-2015 Budget Spreadsheet (See Attached).

**CORRESPONDENCE**

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

- Hole-in-One Advertising (filed with Golf Outing Folder)
- Scholarship College Acceptance Letter from recipient Jessica Morton (filed with 2015 Scholarship Folder)

**OLD BUSINESS**

- Bob attended a Sunrise Run planning meeting this morning and all is going well. Our IC race liaison will be Jim Anderson. Stan and Dave will be the representatives from ACT NOW and will work the water station by the fire department (Cottage Street) like last year. CERT members will be assigned traffic posts the morning of the event. CERT volunteers need to be at the Police Department at 0630, briefing will begin promptly at 0700.
- Chief Hill and Sharon Zacny make up the nominating committee for the ACT NOW Executive Board elections to be held at the annual meeting on July 20<sup>th</sup>. Looking for replacements for vacancies for GAP #2 and GAP #3 Representatives. Currently have two candidate names for GAP #2 Rep. and one candidate for GAP #3 Rep. They will follow up with contacting those folks.
- Venue, date, times, menu has been set for the annual Golf Outing. Solicitation letters will go out on Monday to vendor list for sponsorships along with mailing registration brochures to previous participants. John has the list of businesses that have donated prizes in the past and

will start to work on that. Brochures (registration forms) are available on Officer Martin's desk. Next month we will discuss prize purchases for the Chinese Raffle. Nester's needs the information for the 18<sup>th</sup> hole which they are sponsoring Hole-in-One Win a Car.

- Annual Block Party/Picnic on July 20<sup>th</sup> will be same as past years (Mary will pencil us in on twp. Hall calendar in case we need to move inside due to bad weather. 6:00 p.m. start (5:00 p.m. set up). Chief will check with Dave Kelley for chef duty.
  - Mary will take care of burgers, hot dogs and buns
  - Ginny will get potato salad and furnish condiments
  - Julie will make sure we have beverages (pop and water) and ice is made ahead
  - John will provide warmer trays
  - PD will make sure grill is ready and gas tanks are full
  - Greg will set up sound system
- Valentine Dinner Dance license will be sent in to the state today to include the one large ticket drawing with cash prizes and three 50/50 raffles for the night of the event. Once that is approved and a number is assigned we will order the tickets to start selling hopefully by first part of July.

### **NEW BUSINESS**

- Mary had a community meeting topic idea as she was recently at a presentation by MSP on Meth Awareness and thought it would be a very informative topic for an ACT NOW community meeting. This will take the place of the September meeting (Range 3000), Sgt. Patchin will follow up with MSP to get it scheduled.
- Township funds targeted for Swimmer's Itch control has been expended for this year. The township received a 3-year kill permit therefore they have two years left on permit which they don't want to waste but cannot collect donations and if they were to do an assessment it would take 18 months to do so. The township is asking ACT NOW if they would be willing to act as fiduciary agent for this project in the interim so that the project can continue on. The cost is approximately \$28,000 a year and this way donations can come in under ACT NOW's 501(c)(3) status. After some discussion it was agreed that ACT NOW would consider this as long as a committee was established with representation from both the township board and ACT NOW and that if there are extra fees or costs involved with the federal government pertaining to overages of what is allowed in our account or addition premium coverage for our Treasurer's surety bond that these additional expenses would come from this fund and not ACT NOW's general fund. Mary will take this information back to the township board meeting.

### **CERT UPDATE**

- Coordinator Sharon Zacny out of town, however Chief Hill indicated that the Trailer Project should continue to remain on target. Thanks to John Klein for doing the leg work and obtaining 3 bids, the township accepted the bid from Kelleys Custom Trailer (Traverse City) as it was approved to pay for the trailer from PD budget's Capital Equipment account with reimbursements from ACT NOW, Rotary Grant, Gerrish PD and Gerrish FD/EMS. Police department will pay for the graphics and the trailer will be covered under the township's municipal insurance.
- Bob Barber attended a Region 7 meeting and stated that the state was changing the way funding will be disbursed. It is now based upon number of teams in region (we currently have eight teams) and that each team will receive approximately \$800. They also encourage teams to seek grants or donations from local entities including Home Depot as they are usually very generous when giving donations for volunteer services such as CERT (for batteries, wood for building items, etc.).

**OTHER BUSINESS/COMMENTS:**

- Sgt. Patchin was approached by Sgt. Lowe of RCSD to see if ACT NOW would be willing to donate funds (\$325) needed to landscape entrance area of the NMCAC. Group decided that we already give the center a yearly donation of \$500 and that maybe there were some other avenues for them to get funds for this type of a project (i.e. landscape companies, Home Depot, Wal Mart, etc.) Sgt. Patchin will relay this info back to Sgt. Lowe.

**NEXT EXECUTIVE BOARD MEETING**

- July 2, 2015 at 1:00 p.m. at the Gerrish Township Police Department.

There being no further business, Chair Mary Link adjourned the meeting at 2:25 p.m.

Respectfully Submitted,

*Julie Hill*

Julie Hill, ACT-NOW Secretary

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