

A.C.T. – N.O.W.
Advisory Community Team – Neighbors On Watch
EXECUTIVE BOARD MEETING MINUTES
JUNE 2, 2017

Meeting was called to order by Chair Mary Link at 10:00 a.m.

Members Present: Mary Link, Julie Hill, Bob Barber, Mike Briggs, John Klein, John Ellis, Sharon Zacny, Chief Brian Hill

Absent: Carmine Polisei, Kelly Kirkpatrick, Officer Shannon Fick

MINUTES

- Secretary Julie Hill presented the published minutes from the May 5, 2017 Executive Board meeting. Bob Barber made a motion to accept the minutes as published. John Klein seconded and the motion carried.

TREASURER'S REPORT

- Treasurer Bob Barber submitted the following published report for MAY 2017 (SEE ATTACHED 11th month of 2016-2017 Fiscal Year):

Checking Account	\$ 1,623.69
Savings Account	\$ 286.03
Money Market Acct.	\$ 7,805.83
<u>Petty Cash</u>	<u>\$ 283.31</u>
Total	\$ 9,998.86

- John Ellis made a motion to accept the Treasurer's Report as submitted. John Klein seconded and the motion carried.
- Bob also presented an updated 2016-2017 Budget Spreadsheet (attached) and a Financial Report for the May 6th Bowling Tournament Fundraiser (attached).

CORRESPONDENCE

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

- Thank you letter from the Northern Michigan Children's Assessment Center for our annual donation.
- Thank you card from Katelynn Brookes and College Acceptance Letter (2017 Scholarship Recipient).
- College Acceptance Letter for Harleigh Hill (2017 Scholarship Recipient).
- Flyer from Fender Benders Auto & Truck Salvage – they will have a new location in August of 2017 on Knapp Road in Houghton Lake and will be accepting scrap metal at that time. Will consider using them in the spring for 2018 Scrap Metal Project.
- Letter soliciting donations for gym floor replacement at the CRAF Center. Table until fall after our large fundraising events are done (golf outing and cash raffle) and see if we want to make a donation and if so how much.

OLD BUSINESS

- Sunrise Run Update – no change in course. Sharon has been working with Chief Hill on safety planning for the event and Sharon has been getting CERT volunteers signed up to help. If you are available in the morning of June 17th to assist with traffic control/safety, please let Sharon know. Bob & Mary Link will help Dave Blazejewski at the hydration station on Cottage next to the fire department.

NEW BUSINESS

- Discussed getting new shirts for ACT NOW Board Members. There was some discussion on changing or updating the logo and whether to do polo style shirts or tee shirts. Will table until all members are available at a meeting to discuss.
- Discussed presenting appreciation plaques to our community partners Fred's and Blarney Stone Broadcasting. Will re-visit this topic in September so that plaques can be ordered and presented at our Annual Appreciation Dinner in November of 2017.
- Golf Outing update by committee members Julie Hill and John Klein. Date and venue have been shored up along with food menu, prices, etc. Solicitation list was developed for local businesses and put into geographic areas for walking in to ask for either cash or prize donations. Have made small signs and large posters, brochures and ACT NOW Program/Project synopsis with dollar amounts that have been given back to our community over the years, broken down by program as an aid when asking for donations. John Klein will start tackling that list. Letters were sent out to our township vendor list along with builder's list inviting them to participate or support the event. Previous participants were also mailed letter and registration brochure along with all local Public Safety/Emergency Service agencies. Would like to get all 18 teams this year. Austin and committee have met and developed hole games also and there will be a "Win a Car – Hole in One on 18th" sponsored this year by Hart Ford.
- While at the Roscommon Expo, ACT NOW and CERT received an invitation to do a presentation for Roscommon Commission on Aging. Sharon will get information on when/where they meet and we will follow-up on their request. Mike Briggs offered to put together a PPP on CERT for presentations and maybe a separate slide show to have running on a laptop when the trailer is on display at different functions.

CERT UPDATE

- Coordinator Sharon Zacny announced that there were 6 volunteers (between the inside table and outside with the CERT trailer) that attended the Roscommon Business Expo.
- 12 members attended the CERT Trailer familiarization training, along with 2 guests at FD Station #3 recently.
- Discussed amending the CERT application to include information if applicant has even been on a CERT team, if so where, why did they leave and did they complete the 20-hour Basic CERT training.
- Safety Day at the Roscommon Elementary School will be June 7th from 8:00 – 3:00 p.m. and the CERT trailer will be on display. Sharon will need volunteers for that event and also need volunteers for the Sunrise Run on June 17th in the a.m. for route traffic control and safety.
- Sharon will be meeting with Deputy Schutte and Officer Martin for possible CERT mock Search & Rescue utilizing the CERT trailer for an exercise during the RCSD Police Youth Academy being held in June.

OTHER BUSINESS/ANNOUNCEMENTS

- Julie announced that the ACT NOW 2017 Cash Raffle tickets have been distributed to all Police Officers and ACT NOW Board Members. There are 200 extra to sell, we want to sell all 600 and there is a \$250 prize for whoever sells the most tickets! See Julie if you want more as they need to be logged. Please turn in stubs and money for sold tickets to Julie as you sell.
- Tent table-top cards for ACT NOW have been printed and are available to use at any function such as golf outing, fundraisers at Fred's, etc.

NEXT REGULAR EXECUTIVE BOARD MEETING

- July 7, 2017 at 10:00 a.m. at the Gerrish Township Police Department.

There being no further business to discuss, Mary Link adjourned the meeting at 11:25 a.m.

Respectfully Submitted,

Julie Hill

Julie Hill, ACT-NOW Secretary

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