

A.C.T. – N.O.W.
Advisory Community Team – Neighbors On Watch
EXECUTIVE BOARD MEETING MINUTES
MARCH 3, 2017

Meeting was called to order by Chair Mary Link at 10:05 a.m.

Members Present: Mary Link, Julie Hill, Bob Barber, Mike Briggs, John Klein, John Ellis, Officer Shannon Fick, Sharon Zacny, Chief Brian Hill
Absent: Carmine Polisei, Kelly Kirkpatrick

MINUTES

- Secretary Julie Hill presented the published minutes from the February 3, 2017 Executive Board meeting. John Ellis 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 FEBRUARY 2017 (SEE ATTACHED 8th month of 2016-2017 Fiscal Year):

Checking Account	\$ 5,152.19
Savings Account	\$ 285.94
Money Market Acct.	\$13,301.17
Petty Cash	\$ 280.31
<u>(+) Pending Deposit</u>	<u>\$ 100.00</u>
Total	\$19,119.61

- John Klein made a motion to accept the Treasurer’s Report as submitted. Mike Briggs seconded, and the motion carried.
- Bob also presented an updated 2016-2017 Budget Spreadsheet (attached).
- Julie Hill made a motion to have Treasurer transfer \$1,000 from the General Fund to the Scholarship Fund so that it is ready for 2017 disbursements. Support by John Ellis, all in favor, none opposed, motion carried.

CORRESPONDENCE

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

- Brochure from the RCCF – Friends For Safe Schools “Adopt a Door” THE BOOT Program. This is a community fundraising project (the schools have paid for half the costs and the installations have already been done) which puts a “BOOT” security device on every door in all the schools. John Ellis made a motion that ACT NOW donate \$1,000 (Silver Sponsorship) to the program for the Roscommon Area Public School District in Memory of Danny Bates. Support by Shannon Fick, all in favor, none opposed, motion carried.
- VIP Marketing & Publishing notice for Chamber members to advertise in their 2017 Membership Guide. Bob Barber made a motion that ACT NOW put a ½ page ad in the guide for \$125 showing our logo and the programs and projects that we sponsor. Support by John Ellis, all in favor, none opposed, motion carried.
- Brochure from Camp Westminster showing all of their 2017 camp activities and programs.
- Invitation from the Higgins Lake-Roscommon Chamber of Commerce to participate in the 2017 “9th” Annual Roscommon Business and Recreation & Services Expo on May 17, 2017 at the CRAF Center from 3:00 – 6:00 p.m. Set up will begin at noon and breakdown at 6:00 p.m. John Klein made a motion that ACT NOW pay the \$25 table registration fee for the

Expo for an indoor spot to promote ACT NOW and CERT. Support by John Ellis, all in favor, none opposed, motion carried. Bob Barber made a motion that ACT NOW spend up to \$125 from the CERT Fund to purchase a NOAA Weather Radio as a table give-away prize (drawing) for the Expo. Support by John Klein, all in favor, none opposed. Julie will shop for the radio and Sharon will make the drawing slips for the door prize.

OLD BUSINESS

- Continued to work on the 2017 ACT NOW slate of meetings and events. (SEE ATTACHED)

NEW BUSINESS

- Motion by John Ellis to have Secretary apply for a \$15 Raffle License with the State for the bowling events and the Tigers Opening Day Party (trip give-away prizes). Support by John Klein, all in favor, none opposed, motion carried. Julie will complete and submit application.
- Motion by John Klein to have Secretary apply for a \$50 Large Raffle License for our 2017 Cash Give-away Raffle with prizes being \$1,000, \$500, \$250, \$250 and a \$250 cash incentive for most tickets sold with drawing to take place during 2017 Annual Appreciation Dinner at Fred's on November 20, 2017. Support by John Ellis, all in favor, none opposed, motion carried. Julie will complete and submit application.

CERT UPDATE

- Coordinator Sharon Zacny reported that she met with Chief Hill and 3 CERT members were dropped due to non-participation at this time.
- Annual Pipeline Dinner will be March 15, 2017 at the Ramada Inn in Grayling. Two different sessions, Lunch from 11:30 a.m. – 1:30 p.m. or Dinner from 5:30 p.m. – 7:30 p.m. Let Sharon know if you are interested in attending and which session. If you cannot make it on this date but would like to attend this event, they will be holding one in Gaylord on March 14th also.
- On March 10th there will be a CERT Trailer work bee at Station 3 starting at 10:00 a.m. to work on the storage and equipment sorting that will go inside the trailer. May 8th will be a CERT training at Station 3 from 3:00 – 6:00 p.m. for CERT Trailer familiarization.
- March 18th will be a Landing Zone Class sponsored by Gerrish P.D. at the Roscommon County Blodgett Memorial Airport on Markey Road from 10:00 a.m. – Noon. This will be one of the four mandatory CERT trainings for 2017.
- September 30, 2017 will be another mandatory CERT training and will be a Poker Run from 10:00 a.m. – 3:00 p.m. and November 8, 2017 will be the CERT Policy Review and Bag Check (possible Team Building) from 6:00 – 9:00 p.m. at the Township Hall.
- Chief Hill announced that he received notification from the Roscommon County Emergency Management Director that the 2015 CERT FEMA Equipment Grant was back on track. He will be reviewing and updating for reimbursement of \$1,000 worth of CERT equipment that has been or will be used for the CERT Trailer Project.

OTHER BUSINESS

- Shannon announced that 2017 Torch Run Fundraising T-shirts are available to purchase for \$10 each, she showed a sample shirt. All funds raised from shirt sales go toward the Gerrish Township Community Run 2017 donation goals for Special Olympics Michigan.

NEXT REGULAR EXECUTIVE BOARD MEETING

- April 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