

**A.C.T. – N.O.W.**  
**Advisory Community Team – Neighbors On Watch**  
**EXECUTIVE BOARD MEETING MINUTES**  
**MAY 5, 2017**

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

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

**MINUTES**

- Secretary Julie Hill presented the published minutes from the April 7, 2017 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 APRIL 2017 (SEE ATTACHED 10<sup>th</sup> month of 2016-2017 Fiscal Year):

Checking Account	\$ 6,992.66
Savings Account	\$ 286.03
Money Market Acct.	\$ 7,804.84
Petty Cash	\$ 1,380.31
<u>Spartan Charge (-)</u>	<u>\$ 11.23</u>
Total	\$16,452.61

- Julie Hill made a motion to accept the Treasurer's Report as submitted. John Ellis seconded, and the motion carried.
- Bob also presented an updated 2016-2017 Budget Spreadsheet (attached) and a Tiger's Opening Day Fundraiser report (attached). Mike Briggs made a motion to reimburse Carmine Polisei \$80.00 for one of the prizes raffled during the Tiger's Opening Day Fundraiser. Support by Shannon Fick, all in favor, none opposed, motion carried. Treasurer will make out check to Carmine and update the event report.

**CORRESPONDENCE**

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

- Request from MSP Houghton Lake Post to sponsor a hole for their annual "Honor Flight" golf fundraiser on June 2, 2017 at Fox Run Country Club. Mike Briggs made a motion that ACT NOW be a gold sponsor and donate \$100.00 to the MSP Honor Flight Golf Outing. Support by Kelly Kirkpatrick, all in favor, none opposed, motion carried. Sgt. Patchin will see that the check gets hand delivered to the MSP Houghton Lake Post.
- Copy of IRS determination letter showing Grayson's Gift approved as a 501(c)(3) non-profit organization with request for check of fund balance for Grayson's Gift. ACT NOW has been the fiduciary agent for Grayson's Gift as their committee and project developed and became their own non-profit entity. Motion by John Ellis for ACT NOW Treasurer to cut a check to Grayson's Gift for the fund balance of \$5,363.98 and therefore zeroing out that fund. Support by Carmine Polisei, all in favor, none opposed, motion carried. Julie Hill (board member for Grayson's Gift) thanked ACT NOW for their support during this process and will arrange to have a photo op done for press release with ACT NOW "big check" as this is the second organization that ACT NOW has sponsored while they obtained their non-profit status.

## **OLD BUSINESS**

- 2017 Scholarships were presented by Mary Link and Shannon Fick at the RHS Senior Awards Night on May 1<sup>st</sup>. Presentation went well and audience and award recipients were surprised and appreciated that we raised the award from two \$500 scholarships to two \$1,000 scholarships! Suggestion was made by Mike Briggs that maybe next year at the presentation we do a brief update on previous scholarship winners and “where they are” today. Will also announce in paper with bowling tournament results that the next bowling fundraiser in the fall will direct all proceeds to the Scholarship fund.
- Road clean-up will be May 10<sup>th</sup> at 4:00 p.m. Meet at P.D. Mary will be out of town but has pre-ordered the pizzas. Only a few volunteers have signed up, so if you can help out please show up.
- Bowling Tournament fundraiser is tomorrow, May 6<sup>th</sup> at Fred’s in Roscommon begins at Noon. Have all lanes filled, eight teams of five bringing in \$1,600 in team registration fees. There will also be a 50/50 raffle, mystery ball bowl to win a Twisted Tea Neon Sign raffle and the grand prize raffle for a chance to win a Shanty Creek Golf Package valued at \$1,200 (8 round of golf, two rooms, one night). You do NOT need to be present to win any of the three raffles. John Ellis, Bob Barber, Brian and Julie Hill have volunteered to help sell tickets and Sgt. Patchin will check teams in. Cash prizes will be awarded to the tourney winners, 1<sup>st</sup> Place \$500, 2<sup>nd</sup> Place \$250 and 3<sup>rd</sup> Place \$150.

## **NEW BUSINESS**

- Annual Meeting and Block Party picnic will take place on July 19<sup>th</sup> at 6:00 p.m. Nominating committee of Brian Hill and Sharon Zacny will take any names nominated for board positions from now until the annual meeting. Brian and Julie Hill will not be at the annual meeting (vacation) but will have an outline prepared for the annual elections for board members. All current members are willing to serve another year in their positions so there are incumbents for all seats.
- Roscommon Business Expo will be on Wednesday May 17<sup>th</sup> with set up beginning at 12:30 p.m. and the show running from 3:00 p.m. – 6:00 p.m. Will need some volunteers to man our table for ACT NOW/CERT/Gerrish P.D. Officer Fick will represent the police department. Julie will make sure all flyers, signs, brochures, and hand-outs are printed and ready and has ordered and received a NOAA weather radio for our door prize raffle. Sharon will have other CERT props available and will have copies of the slips we use for the raffle. Not sure if they will have a space to accommodate our CERT trailer outside, our booth is inside the CRAF Center.

## **CERT UPDATE**

- Coordinator Sharon Zacny was absent, however Mary announced that on May 8<sup>th</sup> there will be a training at Station #3 from 3:00 – 6:00 p.m. and will be on the CERT Trailer familiarization. The CERT trailer project is complete except for adding a step to the side door and a few other small details. Bob Barber wanted to thank Mike Briggs, John Ellis, Sharon Zacny, John Klein, Officer Shannon Fick, Officer Norm LaBonte and Sgt. Greg Patchin for all of their hard work on getting the inside of the trailer complete!! Chief Hill has shared with our local Emergency Management and Regional Emergency Management that our trailer is ready and mobile for any CERT call-outs in the 17 regions in our area.
- Chief Hill announced that the P.D. will be running another Basic CERT class this fall, there are already a few interested individuals and a gentleman that has moved permanently to our area and is already CERT certified that would like to join our Gerrish Twp. CERT team.

- Mike Briggs, along with three other members, attended the Wide Area Search & Rescue training at Camp Grayling recently. He said it was very well attended and was very beneficial training. Gerrish Officers LaBonte and Fick also attended the same 3-day training.

#### **OTHER BUSINESS/ANNOUNCEMENTS**

- Julie announced that the ACT NOW 2017 Cash Raffle tickets have been proofed and approved and are currently being printed. They should be available shortly for dissemination so we can begin selling them.
- Discussed ordering “tent” tri-fold style cards that can be placed on tables at Fred’s or other events when we are holding fundraisers so that patrons can read about ACT NOW and what we support for our community and also show our partners Fred’s and Blarney Stone Broadcasting. Kelly Kirkpatrick made a motion that ACT NOW order 60 of the tent style promo table cards at a cost of approximately \$30.00. Support by John Ellis, all in favor, none opposed, motion carried. Julie will send a design to Xpress Copy Center and have them print the cards.

#### **NEXT REGULAR EXECUTIVE BOARD MEETING**

- June 2, 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 10:57 a.m.

Respectfully Submitted,

*Julie Hill*

Julie Hill, ACT-NOW Secretary

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