

A.C.T. – N.O.W.
Advisory Community Team – Neighbors On Watch
EXECUTIVE BOARD MEETING MINUTES
NOVEMBER 5, 2015

Meeting was called to order by Treasurer Bob Barber (Chair Mary Link and Co-Chair Al Schultz absent) at 1:03 p.m.

Members Present: Julie Hill, Bob Barber, Danny Bates, John Klein, Carmine Polisei, John Ellis, Officer Shannon Fick, Sharon Zacny, Chief Brian Hill
Absent: Mary Link, Al Schultz

MINUTES

- Secretary Julie Hill presented the published minutes from the October 1, 2015 Executive Board meeting. Danny Bates 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 OCTOBER 2015 (SEE ATTACHED 4th month of 2015-2016 Fiscal Year):

Checking Account	\$ 7,316.23
Savings Account	\$ 285.49
Money Market Acct.	\$ 9,276.30
Petty Cash	\$ 248.26
<u>Pending Deposit</u>	<u>\$ 139.51</u>
Total	\$17,265.79

- Julie Hill made a motion to accept the Treasurer’s Report as submitted. John Klein seconded, and the motion carried.
- Bob also presented an updated 2015-2016 Budget Spreadsheet (See Attached).
- Note that the Scrap Metal Project made \$1,006.00 total for the season.

CORRESPONDENCE

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

- Thank you note from Noreen Weismiller for the plant we sent to Leonard’s memorial service.
- Donation Letter from the Schroeder Foundation.
- Letter from Charles & Linda Brink re: ACT NOW as a Fiduciary Agent
- Membership dues notice from Higgins Lake-Roscommon Chamber of Commerce (John Klein made a motion to pay the \$30.00 non-profit organization annual 2016 membership fee to Higgins Lake-Roscommon Chamber of Commerce. Support by Julie Hill, all in favor, none opposed, motion carried).
- \$75.00 Invoice from AuSable Media for a combo ad in the Fall 2015 Bucks Booster Book (Motion by Danny Bates, second by Carmine Polisei to pay the \$75.00 ad fee to AuSable Media for the 2015 combo ACT NOW, GTPD, CERT ad in the Fall Bucks Booster Book. All in favor, none opposed, motion carried).

OLD BUSINESS

- Trunk or Treat committee debrief meeting will take place tomorrow. Table critique/comments until December meeting so that the committee can meet first.

- 26 RSVP to date for the November Appreciation Dinner. Menu was confirmed and Julie will do follow-up phone calls to those who have not replied and get a final head count back to John by next Tuesday. Officer of the Year Award plaque was ordered and will be ready to pick up before 11/16/15.
- SWAC Applications have been dropped off to RES and will be picked up prior to Thanksgiving break so that they can be reviewed at December 3rd Executive Board Meeting.
- Valentine Dinner Dance tickets have started to come in. Please sell, sell, sell and turn in stubs and money as you go. They will be logged into a spreadsheet so that all tickets are accounted for by Julie and then the money will be turned over to Bob for bookkeeping and deposit.
- Table fiduciary of any Higgins Lake Improvement Projects until next meeting in December. Brian and Julie will work on wording to add a Fiduciary section to the Bylaws, which will need to be amended by a vote. Would like all board members to be in attendance.

NEW BUSINESS

- ACT NOW recently received a donation from the Schroeder Foundation in which some of the fund were ear-marked for Grayson's Gift Project specifically and the remainder was to be used toward any ACT NOW program and/or project. After some discussion, Danny Bates made a motion that ACT NOW donate \$500 of those donated funds to the Kids Helping Kids Program. Support by Carmine Polisei, all in favor, none opposed, motion carried.
- Discussed ACT NOW Executive Board "blue" polo shirts for new board members. Julie had a new Large size left over which was given to John Ellis. Danny will order an XL for Carmine.
- Discussed transfer of funds within the ACT NOW budget to take care of previous committed funds for the reimbursement to the police department for the CERT Trailer Project. Danny Bates made a motion to transfer \$796.02 from the General Fund to the CERT Fund and transfer \$314.60 from the General Fund to the Public Safety Fund and to authorize a check to Gerrish Police Department's Capital Equipment Account for \$2,000.00 reimbursement for the CERT Trailer. Support by John Klein, all in favor, none opposed, motion carried.

CERT UPDATE

- Coordinator Sharon Zacny reported that they recently had call out details for the Homecoming Parade, Walk to School Day and Trunk or Treat. 11/11/15 will be the fourth and final CERT training for the year from 6:00-9:00 p.m. at the Township Hall and will be Team Building Exercises. The CERT Trailer will be stored inside at the Twp. Marina for the winter, it is accessible if needed.

OTHER BUSINESS/COMMENTS:

- John received some contact information from Dan Fishel who is a local historian and might be a possible speaker/program for a future community meeting.

NEXT EXECUTIVE BOARD MEETING

- December 3, 2015 at 1:00 p.m. at the Gerrish Township Police Department.

There being no further business, Bob Barber adjourned the meeting at 2:26 p.m.

Respectfully Submitted,

Julie Hill

Julie Hill, ACT-NOW Secretary

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