

A.C.T. – N.O.W.
Advisory Community Team – Neighbors On Watch
EXECUTIVE BOARD MEETING MINUTES
SEPTEMBER 3, 2015

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

Members Present: Julie Hill, Bob Barber, Danny Bates, John Klein, Carmine Polisei, Stanley Baysdell, Sgt. Greg Patchin, Sharon Zacny, Chief Brian Hill, Officer Shannon Fick (Brandon Rodgers)

Absent: Mary Link, Al Schultz

MINUTES

- Secretary Julie Hill presented the published minutes from the August 6, 2015 Executive Board meeting. Danny Bates made a motion to accept the minutes as published. Greg Patchin seconded, and the motion carried.

TREASURER’S REPORT

- Treasurer Bob Barber submitted the following published report for AUGUST 2015 (SEE ATTACHED 2nd month of 2015-2016 Fiscal Year):

Checking Account	\$10,005.53
Savings Account	\$ 285.40
Money Market Acct.	\$ 1,274.92
<u>Petty Cash</u>	<u>\$ 264.11</u>
Total	\$11,829.96

- Stanley Baysdell made a motion to accept the Treasurer’s Report as submitted. Danny Bates seconded, and the motion carried.
- Bob also presented an updated 2015-2016 Budget Spreadsheet (See Attached).
- Julie Hill made a motion to accept ACT NOW 2014-2015 annual audit of financial records done by David Schwartz, Stanley Baysdell seconded. All in favor, none opposed, motion carried. (Audit confirmation will be filed with Treasurer’s Records for the 2014-2015 fiscal year and a copy with these minutes.)
- Bob attended the Charitable Gaming Division (State of Michigan) training meeting that was held on 8/10/15 for updates on raffles, bingo and other charitable gaming.

CORRESPONDENCE

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

- State of Michigan Non-Profit License Renewal notice/form.
- RCCF form for compiling Scholarship Booklet in lieu of holding a Scholarship Expo.
- Civil War Battle Re-enactment donation request from the 3rd Battery, 1st Michigan Light Artillery Unit. Stanley Baysdell made a motion that ACT NOW donate \$100 (same as last year) to the group to go towards maintenance and powder for guns and materials for public education. Danny Bates seconded, all in favor, none opposed, motion carried.
- Thank you to CERT from the Gerrish Fire/EMS Department for their assistance/call out for storm and power outages last month.

OLD BUSINESS

- Brandon Rodgers and Julie Hill gave a quick update on the 2016 Valentine Dinner Dance event. Tickets are done and will be disbursed today, between Police Officers, Fire Department Members and ACT NOW Board, each person only has to sell 5 tickets. They will be distributed and accounted for by Julie and Brandon. Checks should be made payable to ACT NOW and money and ticket stubs can be turned in as they are sold. Based on all tickets (150) being sold the total income from tickets sales will be \$22,500. Went over the proposed budget, which can change due to the food caterers not wanting to give an exact plate price so far ahead. After expenses, with the current budget we should profit approximately \$7,125 plus games and raffle proceeds on the night of the event.
- Brandon also has a list of committees and names assigned to the committees which he will disburse. Prizes (door prizes for intermittent tickets drawn) will be solicited by John Klein, Eric Muszynski, and Austin Martin. Carmine Polisei has offered approximately 30 prizes from Sam Adams. Advertising committee is Julie Hill, Jodi Valentino, Brandon Rodgers and Norm LaBonte. These groups will be starting their jobs ASAP.
- CERT Trailer has arrived and Chief Hill will arrange for a photo op with himself, Chief Lippert, Sharon Zacny, a representative from Roscommon Rotary and from ACT NOW shortly. There will be a work bee scheduled after the end of September to go through CERT inventory and stock trailer. A \$1,000 grant request was submitted to 7th District for Equipment and Supplies through the Roscommon County Emergency Management Office.
- Bob Barber submitted the final report for the 2015 Annual Golf Outing showing a net profit of \$4,908.98. Stanley Baysdell made a motion to accept the report, seconded by Danny Bates. All in favor, none opposed, motion carried. (Report will be filed with these monthly minutes.)
- Scrap Metal Project has been busy with scrap, however metal rates are extremely low! Scrap Metal Project will shut down on October 15th and trailer storage will be arranged by PD.
- Bob received check from Higgins Lake Sunrise Run of \$2,320 as a donation for our volunteers (mostly CERT) for their annual event. Stanley Baysdell made a motion that we donate \$300 to the Crawford County CERT team for their assistance in this event. Danny Bates seconded, all in favor, none opposed, motion carried. Julie will send check and thank you to Crawford Co. CERT Coordinator David Pratt.

NEW BUSINESS

- Bob Edwards has once again donated stuffed animals for our SWAC fundraiser to be held at the Michigan Firemen's Memorial Festival on Saturday, Sept. 19th. He has donated 428 "SHARKS" in three different sizes. If all sold based on prices set at \$3/\$5/\$10 we would raise \$1590 for SWAC. Julie has reserved a booth at the fire grounds and we will meet at PD to set up booth at 8:00 a.m. on 9/19/15. There is plenty of ribbon left from last year and Julie has prepared the tags for tagging animals on 9/9/15 at 1:00 p.m.
- September Community Meeting will be on Meth Awareness for the Community presented by MSP. Greg will confirm with MSP.
- Road Clean Up will be 9/9/15 at 4:00 p.m. starting at the PD. Julie will order the pizza from Streamside and Bob will pick them up at 4:45 p.m. for approximately 20 people (10 pizzas). Julie will make sure pop and water is on ice to have with the pizza.
- The Law Enforcement Torch Run will take place on 9/16/15 at 4:00 p.m. and go from the Roscommon High School to Fred's in town. This is an annual event sponsored by GTPD and raises money for Special Olympics Michigan (half of the money raised comes back to our Roscommon Area Special Olympic Athletes). There are 8 cadets that will be running in the Torch Run this year if ACT NOW is willing to sponsor them at \$25 each. Stanley Baysdell made a motion that ACT NOW pay the \$200 sponsor fee for the Kirtland Regional Police

Academy cadets to participate in the Torch Run. Julie Hill seconded, all in favor, none opposed, motion carried.

- **DISTRIBUTION OF FUNDS:** Danny Bates made a motion for ACT NOW to pay GTPD (reimburse their Capital Equipment) \$2,000 for the CERT trailer from the Rotary Grant received in March. Stanley Baysdell seconded, all in favor, none opposed, motion carried. NOTE: ACT NOW Public Safety Fund and CERT Fund still owe a total of \$2,000 to GTPD Capital Equipment reimbursement.
- **TRANSFER OF FUNDS:** Bob Barber made a motion to transfer \$1,000 from the General Fund to the 2016 Scholarship Fund and \$1,000 from the General Fund to the 2017 Scholarship Fund, seconded by Carmine Polisei. All in favor, none opposed, motion carried.

CERT UPDATE

- Coordinator Sharon Zacny reported that nine volunteers participated in the recent AVI training exercise at the Reunification Site and did a great job as the other groups that were supposed to show up there to help did not show up. Sharon has volunteers to take care of Sept. call outs for traffic control including the Firemen's Memorial Festival Parade and the Torch Run. 9/30/15 at 4:00 p.m. will be one of the required CERT trainings at the township hall and will include 5 stations and a bag/equipment check station.

OTHER BUSINESS/COMMENTS:

- Carmine Polisei volunteered to take care of posting flyers for the GAP #2 area to replace distribution area that Ginny was taking care of. Stan will continue to post in the GAP #3 area until his replacement is found. Thank you both!!
- Stanley Baysdell made a motion for ACT NOW Executive Board to spend \$75 on floral arrangement for Leonard Weismiller's memorial service. Leonard was on the ACT NOW board and served as a volunteer for ACT NOW for several years, he passed away early yesterday. Motion was seconded by Julie Hill, all in favor, none opposed, motion carried. Julie will make sure flowers are ordered.

NEXT EXECUTIVE BOARD MEETING

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

There being no further business, Mary Link adjourned the meeting at 3:15 p.m.

Respectfully Submitted,

Julie Hill

Julie Hill, ACT-NOW Secretary

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