

A.C.T. – N.O.W.
Advisory Community Team – Neighbors On Watch
EXECUTIVE BOARD MEETING MINUTES
SEPTEMBER 1, 2016

Meeting was called to order by Chair Mary Link at 1:03 p.m.

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

MINUTES

- Secretary Julie Hill presented the published minutes from the August 4, 2016 Executive Board meeting. John Ellis made a motion to accept the minutes as published. Bob Barber seconded, and the motion carried.

TREASURER'S REPORT

- Treasurer Bob Barber submitted the following published report for AUGUST 2016 (SEE ATTACHED 2nd month of 2016-2017 Fiscal Year):

Checking Account	\$ 856.82
Savings Account	\$ 285.76
Money Market Acct.	\$15,287.84
Petty Cash	\$ 92.04
<u>Spartan Charge (-)</u>	<u>\$ 7.50</u>
Total	\$ 16,514.96

- John Klein 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 and revised 2016-2017 Budget.
- John Ellis made a motion that we approve the 2016-2017 Budget as presented by Treasurer Bob Barber, support by John Klein. All in favor, none opposed, motion carried.
- Bob presented letter from David Schwartz who reviewed ACT NOW financial records for the 2015-2016 fiscal year indicating all records are substantially correct in accordance with generally accepted practices and accurately reflect the financial status of the organization. Carmine Polisei made a motion to accept the independent audit of ACT NOW financial records by David Schwartz for the 2015-2016 fiscal year. Support by Kelly Kirkpatrick. All in favor, none opposed, motion carried. (*Audit letter will be filed with Treasurer's 2015-2016 books.*)

CORRESPONDENCE

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

- AccuMed \$100 donation check for golf outing hole sponsor came in after event. Julie will contact them to see if they want it returned, applied to next year's event, etc.
- Donation request from the Annual Roscommon County Civil War Encampment and Living History Demonstrations taking place September 9th – 11th. Bob Barber made a motion to donate \$100 to the 3rd Battery 1st Michigan Light Artillery for this event as we have done in the past. Support by Julie Hill, all in favor, none opposed, motion carried.
- Email from VIP Marketing and Publishing for advertising in the Higgins Lake-Roscommon Chamber of Commerce membership guide. No interest in this at the current time.

GUEST SPEAKER

- Carmine Polisei introduced Sheryl Coyne, President/CEO of Blarney Stone Broadcasting Q100.3 and Y101.1 radio. Sheryl would like to partner with ACT NOW and help us raise \$10,000 in 2017 by offering free public service announcements, on-air interviews, on-site broadcasting and other fundraising opportunities. She has several ideas that can help us reach out to the community including our down state summer residents. They are planning four major events a year in which funds will go to ACT NOW. We look forward to working with Sheryl as a community partner!

OLD BUSINESS

- Officer Martin gave an update on the golf outing and Bob provided an event accounting indicating that we had \$2700 in hole sponsorships, 10 teams and with the misc. hole games, mulligans, auction and Chinese Raffle our net profit for the event was \$3803.40. Critique included lack of beverage cart, food not great and ran out of some condiments, not enough staff to accommodate event by golf course, and need to separate registration table from raffle, skins/mulligan tables. Kelly suggested a committee be established before the event next year to work on the event and report back to the board similar to the Trunk or Treat committee.
- Julie will order NW signs before the next meeting, did not get them ordered in August due to surgical/medical leave.
- Raffle update – 246 tickets sold to date...keep selling!!
- Fall Road Clean Up will be 9/21/16 start at 4:00 p.m. at the PD. Al Schultz will still head up the clean-up and will bring all of the equipment with him. Pizza and pop will be served afterwards.
- Firemen's Memorial animal sale day will be Sept. 17th set up will be at 8:00 a.m. at the Fire Training Grounds on Ballanger Road in Roscommon. Let Mary know if you can volunteer for a few hours at the ACT NOW booth that day. Will tie tags on animals on Sept. 8th at 1:00 p.m. at the PD if you can help out with that also. Shannon displayed the four different size Lemur animals and group set prices at \$2.00 for Small, \$5.00 for Medium, \$8.00 for Large and \$20.00 for X-Large. If all animals sell we would profit \$1196.00. Julie will make the tags and have ribbon ready for 9/8/16.
- There will not be a September Community meeting as both ideas for topics have fallen through. Due to the busy summer and work load for officers they will not be able to prepare a GAP Report at this time.

NEW BUSINESS

- Carmine announced that he would be chairing another Bowling Fundraiser for Nov. 5th from Noon – 3:00 p.m. at Fred's. He is changing it up a bit and participants will bowl for free but need to make some type of donation or get pin sponsors, etc. Beverages and food will not be included and Fred's will not charge us for lane use. Carmine and Julie will work on a flyer for the event.
- Mary presented the idea of getting name tags made for the Executive Board. She will research tags and price information. Suggestion for new polo shirts also for the board, Julie will research prices and styles and bring info back to October board meeting.
- Trunk or Treat committee had its first meeting and Bob reported that they have set a budget for \$1695.00 for this year's event. Their next meeting is scheduled for 9/19/16 at 1:00 p.m. at the PD. They have changed it up a bit and will not have a Haunted Trail and focus on a bigger and better Trunk or Treat area.

CERT UPDATE

- Coordinator Sharon Zacny asked about a donation to the Crawford CERT team for their assistance with the Sunrise Run, this is something we have done each year in the past. Will table until next month's meeting.
- Next CERT training is scheduled for September 10th from 10:00 a.m. – 3:00 p.m. and will be a Poker Run. Meet at the PD.
- Will be looking for some volunteers for the Torch Run on 9/14/16 and the Firemen's Memorial Festival parade on 9/17/16.

OTHER BUSINESS/COMMENTS:

- Will discuss the annual Appreciation Dinner at the October board meeting, Julie will provide a list of previous attendees.

NEXT REGULAR EXECUTIVE BOARD MEETING

- October 6, 2016 at 1:00 p.m. at the Gerrish Township Police Department.

There being no further business, Mary Link adjourned the meeting at 2:50 p.m.

Respectfully Submitted,

Julie Hill

Julie Hill, ACT-NOW Secretary

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