

**A.C.T. – N.O.W.**  
Advisory Community Team – Neighbors On Watch  
EXECUTIVE BOARD MEETING MINUTES  
June 14, 2024

Meeting was called to order by Chair John Ellis at 10:03 am

Members Present: John Ellis, Julie Hill, Bob Barber, Sharon Zacny (TX), Ralph Rowland, Lt. Norm LaBonte, Chief Eric Muszynski

Absent: Mike Briggs, Carlos Jean-Francois, Stanley Baysdell, Mary Link

**MINUTES**

- Julie Hill presented the published meeting minutes from the May 3, 2024 Executive Board meeting. Bob Barber made a motion to accept the revised minutes as published, support by Ralph Rowland.

**TREASURER’S REPORT**

- Treasurer Bob Barber submitted the following published report for MAY 2024 (11<sup>th</sup> month of the 2023-2024 fiscal year) SEE ATTACHED REPORT:

Checking Acct.	\$ 5,078.60
Savings Acct.	\$ 287.83
MMA	\$12,541.95
Petty Cash	\$ 305.92
<u>CD</u>	<u>\$10,090.44</u>
TOTAL	\$28,304.74

- Motion by Julie Hill to accept the May 2024 Treasurer’s Report as submitted. Support by John Ellis, all in favor, none opposed, motion carried.
- Bob also presented an updated 2023-2024 Budget Spreadsheet (attached).

**CORRESPONDENCE**

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

- Thank you note and acceptance letter from Logan Hasting (2024 Scholarship recipient)
- Request from DHHS for reimbursement \$449.87 “Pathways to Potential” Fund
- Receipt from Oasis of Hope for \$500 donation
- Acceptance letter from Jordan Hendershott (2024 Scholarship recipient)

**OLD BUSINESS**

- After reviewing promotional samples and items from last meeting for ACT NOW 25 Year Anniversary celebration, Julie suggested/proposed 250 Stadium Cups, 100 Insulated Tote Bags and 500 Ink Pens all with logos and 25 Year Anniversary on them totaling \$1,050.50 plus any shipping costs. Bob Barber made a motion that we spend up to \$1,200.00 on the proposed promotional items from a couple different companies. Support by Ralph Rowland, all in favor, none opposed, motion carried. Julie will order all items so that layouts can be approved, and items received before Annual Meeting/Picnic.
- Stan was not at the meeting so Julie will follow up with him to make sure he is all set for his volunteer assignment for a water station for the Sunrise Run on 06/15/24 report at 0800.

## **NEW BUSINESS**

- Discussed donating the old ION Tailgater speaker/mic to Gerrish Township to be kept plugged in and ready to use for hall renters. The microphone will not work on the unit unless it is always plugged into a power source so that the battery stays charged. It is just collecting dust and has not been plugged in and was purchased ten years ago. We have our large, more expensive Peavy sound system that we always use and have never required a backup. Julie Hill made a motion that ACT NOW donate the old ION Tailgater speaker and microphone to the Township for use in their hall with stipulation that ACT NOW can use it at any time if needed. Support by John Ellis, all in favor, none opposed, motion carried.
- 25<sup>th</sup> Annual Meeting/Picnic is scheduled for July 15, 2024 at the Gerrish Twp. Marina at 6:00 pm. Set up will begin at 5:00 pm. Based on last year's menu and attendance, Julie has come up with approximately \$612.45 needed for food, beverages, condiments, serving supplies and a few 25 Year Anniversary decorations. Motion by Lt. Norm LaBonte to allot \$650.00 for the above items for the Annual Meeting/Picnic, support by John Ellis. All in favor, none opposed, motion carried. We will have some promo items to hand out to all attendees and some door prizes to raffle off (each attendee gets a ticket), must be present to win.
- Golf Outing planning started, going well (see attached report). The event will take place on August 10, 2024 at Redwood Golf Course. Already have teams wanting to register. Julie will be sending out sponsorship letters in a couple of weeks, including Golfapalooza sponsor, food catering sponsor, dessert sponsor, etc. No increase from last year in green fees or food cost.
- Julie completed the Small Raffle application and John Ellis signed it today. Will send in to the State of Michigan with the \$15.00 fee for our 50/50 Raffle for the Golf Outing.
- We had a request from Chief Fisher to borrow the 10' x 20' white CERT canopy for their August 3<sup>rd</sup> Open House – 75 Year Celebration to use at the park behind the fire department. John Ellis made a motion to allow the Fire Department to use the canopy, support by Lt. Norm LaBonte. All in favor, none opposed, motion carried.

## **CERT UPDATE (Bob Barber)**

- Pipeline training attendance certificates are now available, Bob will send an email to everyone who attended so they can retrieve their certificates.
- 6 volunteers attended the 05/18/24 Food Distribution and 9 have signed up for the 06/22/24 Distribution.
- 3 members attended the Sunrise Run safety meeting on 05/22/24 and 12 volunteers have signed up for the Sunrise Run on 06/15/24 (6 from Gerrish Team and 6 from Crawford Team).
- 3 people volunteered for the 05/27/24 Memorial Day parade.
- Planning on 6 volunteer victims for the Mass Casualty Exercise at Camp Grayling on 06/26/24.
- No volunteers for the 07/04/24 Roscommon Independence Day Parade/Fireworks.
- John mentioned the idea that CERT should have commercial tourniquets in their backpacks and a few on the trailer. John Ellis made a motion that ACT NOW purchase 24-30 commercial style tourniquets from the CERT Fund. Support by Lt. Norm LaBonte, all in favor, none opposed, motion carried. Julie will research and order.

## **OTHER BUSINESS/ANNOUNCEMENTS**

- N/A

## **NEXT REGULAR EXECUTIVE BOARD MEETING**

- Next Executive Board Meeting will be July 12, 2024 at 10:00 a.m. at the Gerrish Township PD. (2<sup>nd</sup> Friday due to Independence Day holiday)

There being no further business to discuss, Julie Hill made a motion to adjourn the meeting, support by Ralph Rowland, all in favor, none opposed. Chair John Ellis adjourned the meeting at 11:19 a.m.

Respectfully Submitted,

*Julie Hill*

Julie Hill, ACT-NOW Secretary