

A.C.T. – N.O.W.
Advisory Community Team – Neighbors On Watch
EXECUTIVE BOARD MEETING MINUTES
August 6, 2024

Meeting was called to order by Chair John Ellis at 10:02 am

Members Present: John Ellis, Mike Briggs, Julie Hill, Bob Barber, Carlos Jean-Francois, Sharon Zacny (TX), Stanley Baysdell, Lt. Norm LaBonte, Patrick Mrosz, Chief Eric Muszynski
Absent: Ralph Rowland

MINUTES

- Julie Hill presented the published meeting minutes from the July 12, 2024 Executive Board meeting. Mike Briggs made a motion to accept the revised minutes as published, support by Bob Barber. All in favor, none opposed, motion carried.

TREASURER’S REPORT

- Treasurer Bob Barber submitted the following published report for JULY 2024 (1st month of the 2024-2025 fiscal year) SEE ATTACHED REPORT:

Checking Acct.	\$12,736.63
Savings Acct.	\$ 287.83
MMA	\$10,551.94
Petty Cash	\$ 323.51
CD	\$10,168.79
<u>Visa Pymt. Pending (-)</u>	<u>\$ 1,823.72</u>
TOTAL	\$32,244.98

- Motion by Julie Hill to accept the July 2024 Treasurer’s Report as submitted. Support by Stan Baysdell, all in favor, none opposed, motion carried.
- Bob also presented an updated 2024-2025 Budget Spreadsheet (attached).
- Bob turned over copies of the electronic 990-N 2023 filing for ACT NOW and the confirmation from the IRS for filing with Secretary’s minutes.

CORRESPONDENCE

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

- Nonprofit Corporation Annual Report Filing due 10/01/24. John Ellis made a motion to pay the \$20.00 on-line filing fee for the 2024 report. Support by Carlos Jean-Francois, all in favor, none opposed, motion carried. Julie will file the report before the due date.
- Group E-mail on 07/24/2024 to change August ACT NOW Board Meeting date to 08/06/24.
- Paid Invoice from Roscommon Auto Recyclers \$126.00 for Family Assistance payment.

OLD BUSINESS

- Update on Golf Outing. We currently have 22 teams pre-registered and 14 of them paid in full. Hole sponsorships are still coming in along with prize raffle donations. Looks like we have volunteers covered for all hole games, runner, Golfapalooza, etc. Randy’s Catering is all set to arrive at 1:00 pm to set up with the planned menu. We will provide plasticware and plates. Nancy at Bird & Bear Bakery will donate 120 cookies for dessert. Pepsi Beverages out of West Branch is donating bottled water and pop and we have picked those items up yesterday. Meet at 7:30 am at the PD on Saturday if you want to help load, meet at 8:00 am to help set up at the golf course.

- Follow up discussion on donation to the Crawford CERT team for their assistance in providing volunteers for the Annual Higgins Lake Sunrise Run this year. Mike Briggs made a motion that we donate \$500.00 to the Crawford CERT team, support by John Ellis. All in favor, none opposed, motion carried.

NEW BUSINESS

- Fall Road Clean-Up is scheduled for 09/18/24, meet at PD at 4:00 pm. Sign up sheet will be posted on the training room board at the PD. Alternate date due to inclimate weather will be 09/25/24. We will provide pizza and pop afterwards for all volunteers as we have in the past.
- Law Enforcement TORCH RUN will take place on 09/10/24 at 6:00 pm (registration will begin at 5:00 pm). Same route as last year, start at PD and end at SHLSP pavilion/boat basin area. Hot dogs, chips and bottled water will be provided at the end along with bus transportation back to vehicles at the PD. Julie will be submitting the permit for use applications to both the South Higgins Lake State Park and the Road Commission. Will arrange with Mitch for a RAPS school bus.
- Annual Trunk or Treat event will take place on Halloween 10/31/24 this year it falls on a Thursday. Same venue and times as last year. Set a start up planning committee meeting for 08/28/24 at 10:00 am at the PD.

CERT UPDATE (Bob Barber)

- Had two volunteers for the July 4th Parade in Roscommon and none for the Fireworks.
- Three volunteers for the July Food Truck Distribution, next truck scheduled for 08/24/24.
- Had one volunteer for the AuSable Canoe Marathon to assist Crawford CERT team.
- Cancelled the 3rd quarter training that was scheduled for 08/17/24. The scheduled training in October will just be a couple hours, not a half day as originally planned.
- Mike Briggs and John Ellis volunteered to take the CERT Trailer to National Night Out in Roscommon on 08/13/24.
- Will need a few volunteers for the LE Torch Run on 09/10/24 and the Michigan Firemen's Memorial Parade on 09/21/24.
- Julie researched the yellow CERT jackets and provided information to Bob. They will cost around \$90 including decals/lettering. Would like to submit one order so Bob will make sure he gets information out in a group e-mail to CERT members to RSVP by the end of August.
- The next Region 7 Zoom meeting will be on 09/10/24 and Mike will try to attend that.

OTHER BUSINESS/ANNOUNCEMENTS

- N/A

NEXT REGULAR EXECUTIVE BOARD MEETING

- Next Executive Board Meeting will be September 6, 2024 at 10:00 a.m. at the Gerrish Township PD.

There being no further business to discuss, Mike Briggs made a motion to adjourn the meeting, support by Carlos Jean-Francois, all in favor, none opposed. Chair John Ellis adjourned the meeting at 11:13 a.m.

Respectfully Submitted,

Julie Hill

Julie Hill, ACT-NOW Secretary