

**A.C.T. – N.O.W.**  
Advisory Community Team – Neighbors On Watch  
EXECUTIVE BOARD MEETING MINUTES  
October 4, 2024

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

Members Present: John Ellis, Mike Briggs, Julie Hill, Bob Barber, Carlos Jean-Francois, Ralph Rowland, Patrick Mrosz, Chief Eric Muszynski

Absent: Sharon Zacny, Stanley Baysdell, Lt. Norm LaBonte

**MINUTES**

- Julie Hill presented the published meeting minutes from the September 6, 2024 Executive Board meeting. Ralph Rowland 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 SEPTEMBER 2024 (3<sup>rd</sup> month of the 2024-2025 fiscal year) SEE ATTACHED REPORT:

Checking Acct.	\$ 7,485.20
Savings Acct.	\$ 287.83
MMA	\$15,562.24
Petty Cash	\$ 189.01
CD	\$10,247.75
Visa Credit Pending (+)	\$ 299.43
<b>TOTAL</b>	<b>\$34,071.46</b>

- Motion by Julie Hill to accept the September 2024 Treasurer’s Report as submitted. Support by Carlos Jean-Francois, all in favor, none opposed, motion carried.
- Bob also presented an updated 2024-2025 Budget Spreadsheet (attached).
- Just a note, Scrap Metal Project for the 2024 season has made \$2,054.42 as of 09/30/24.

**CORRESPONDENCE**

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

- Schroeder Foundation letter with donation checks of \$1,000.00 to ACT NOW General Fund and \$1,000.00 to Kids Helping Kids Fund.

**OLD BUSINESS**

- LETR Update – We had 42 participants (and 2 dogs) and raised \$1,680.00 total for Special Olympics Michigan. We sold 21 of the gray 40 Year Anniversary T-shirts and 10 challenge coins prior to the event. There were four or five athletes that participated, and SOM met their target goal and raised over \$100,000 statewide with all their events for 2024. We provided bottled water and Matt & LeeAnn from the South Higgins Lake State Park Store cooked and provided hot dogs, condiments, chips and ice for the water. A special THANK YOU to them as this was a wonderful donation of product and manpower. 😊 Next year’s Torch Run has been set for 09/09/2025.
- We had a nice evening for our Fall Road Clean-Up. Only had eleven volunteers but we made it work and collected ten bags of trash and a few auto parts. Thanks to all that participated!
- Trunk or Treat Update – Everything is rolling along smoothly and those that had assignments have been working on them as we speak. John Ellis brought in a \$300 donation check for candy from the Roscommon County Sheriff’s Auxiliary. Flyers were dropped off at the schools on 10/02/24 for distribution. We have thirteen vehicles pre-registered, would love to

reach our target of 45 vehicles so spread the word. Registration forms are available online at our website, Facebook page, at the Gerrish PD and the Gerrish Main Office. There are two RHS NHS student volunteers who signed up so far. Our next committee meeting is 10/23/24 at 10:00 am at the Police Department and we will discuss traffic safety/grounds positions and assignments.

Discussed last year's expenditures and made the following motions for the 2024 Trunk or Treat event:

Motion to spend up to \$1,500.00 on prizes, supplies, donuts, cider, and volunteers lunch made by Carlos Jean-Francois. Support by John Ellis, all in favor, none opposed, motion carried.

Motion to spend up to \$1,500.00 on candy made by John Ellis. Support by Ralph Rowland, all in favor, none opposed, motion carried.

Julie will be shopping on 10/08/24 during Amazon Prime days.

Set up will begin on 10/31/24 at Noon, there is a sign-up sheet posted in the training/meeting room at the PD so please add your name if you will be helping so we get an accurate count for food. Lunch will be served at the PD at approximately 1:30 pm and the briefing will take place at the PD at 3:45 pm.

## **NEW BUSINESS**

- Julie passed out a flyer for the 2024 Kids Helping Kids Foster Christmas Program and updated the board on the KHK committee meeting and program notes. The "16<sup>th</sup>" Annual Kids Helping Kids Program will run in the same fashion as last year and we are estimating the same number of kids (61) and families (18) for this year. Our current fund balance is \$2,164.15 and so far we have received \$2,500.00 in grants and donations. Last year we spent \$7,897.99 in total on gifts and gift cards for food. We are anticipating another \$950.00 in donations from our regular program partners and have been reaching out to other local organizations such as RCCF, GFFA and VFW Riders for donations.

Discussed ACT NOW's donation from last year and Bob Barber made a motion that ACT NOW donate \$2,500.00 to the 2024 Kids Helping Kids Program. Support by John Ellis, all in favor, none opposed, motion carried.

Chief Muszynski met with U/S Ben Lowe and the Sheriff's Office has decided to make Kids Helping Kids the benefactor of their 2024 "No Shave Fundraiser" however, these funds will not be received until after the new year as their fundraiser goes through December. Discussed the possibility of any shortfall of funds for KHK due to the proceeds of the No Shave fundraiser not coming in until after the KHK program is done. John Ellis made a motion that ACT NOW would cover any shortages in KHK Fund and be reimbursed by the Roscommon County Sheriff's Office No Shave Fundraiser in January 2025. Support by Carlos Jean-Francois, all in favor, none opposed, motion carried.

- The 2024 Shop-With-A-Cop Program will begin with applications being accepted until 11/25/24. Applications will be dropped off at RAPS on 11/01/24. Reviewing of applications will be done by PD Administrative staff and shopping will be scheduled for the first part of December with our Wrap Party being on 12/16/24 at 5:00 pm at the Gerrish Police Dept. We will discuss spending limits to adopt 6-7 families at the November ACT NOW Board meeting. Julie will mail out donor request letters for SWAC the first week in November, last year we received \$4,030.00 in donations from individuals, organizations, and local businesses.

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

- Had six volunteers for the Law Enforcement Torch Run on 09/12/24.
- Two assisted with the Food Distribution at the Sheriff's Office on 09/13/24.
- Had three volunteers for the MFMF Light Parade on 09/20/24 and three volunteers for the MFMF regular parade on 09/21/24.
- Seven volunteers helped at the regular Food Truck distribution on 09/28/24. Next Food Truck is scheduled for 10/19/24, four signed up so far.

- 4<sup>th</sup> Quarter Training will be on 10/09/24 from 6-9:00 pm at the Township Hall and will cover Reunification and bag/equipment checks.
- RHS Homecoming Parade on 10/25/24, have five signed up so far and 5-6 signed up so far for Trunk or Treat on 10/31/24.
- Bob has been working on an inventory analysis with Julie to make sure all CERT equipment is logged properly so he can provide an Asset List for CERT (and ACT NOW also).
- Mike attended the 7<sup>th</sup> Region Zoom meeting on 09/10/24.

**OTHER BUSINESS/ANNOUNCEMENTS**

- N/A

**NEXT REGULAR EXECUTIVE BOARD MEETING**

- Next Executive Board Meeting will be November 1, 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 11:35 a.m.

Respectfully Submitted,

*Julie Hill*

Julie Hill, ACT-NOW Secretary