

A.C.T. – N.O.W.
Advisory Community Team – Neighbors On Watch
EXECUTIVE BOARD MEETING MINUTES
November 1, 2024

Meeting was called to order by Co-Chair Mike Briggs at 10:00 am

Members Present: Mike Briggs, Julie Hill, Bob Barber, Sharon Zacny (TX), Stanley Baysdell, Patrick Mrosz, Lt. Norm LaBonte, Chief Eric Muszynski

Absent: John Ellis, Carlos Jean-Francois, Ralph Rowland

MINUTES

- Julie Hill presented the published meeting minutes from the October 4, 2024 Executive Board meeting. Bob Barber made a motion to accept the minutes as published, support by Mike Briggs. All in favor, none opposed, motion carried.

TREASURER’S REPORT

- Treasurer Bob Barber submitted the following published report for OCTOBER 2024 (4th month of the 2024-2025 fiscal year) SEE ATTACHED REPORT:

Checking Acct.	\$12,309.65
Savings Acct.	\$ 287.83
MMA	\$15,568.63
Petty Cash	\$ 189.01
CD	\$10,288.11
Pending Deposit (+)	\$ 2,276.00
<u>Visa Pymt. Pending (-)</u>	<u>\$ 267.59</u>
TOTAL	\$40,651.64

- Motion by Julie Hill to accept the October 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).
- Scrap Metal Project for the 2024 season has brought in \$3,161.97.
- Motion was made by Julie Hill to leave the SWAC and HEA Funds as is and transfer \$2,000.00 from the General Fund to the Scholarship/School Fund. Support by Lt. Norm LaBonte. All in favor, none opposed, motion carried. We can revisit balances in SWAC Fund after all 2024 donations come in and we see how many families/kids/adults we will be sponsoring. We can revisit HEA Fund if the current funds start to deplete during this winter.

CORRESPONDENCE

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

- Dolly Parton Imagination Library donation information from the Roscommon County Literacy Council. The board would like to reach out to the Council and see if they could do a short presentation at one of our upcoming board meetings on this charity and what the Literacy Council does as it has been recently rejuvenated with new board members. Julie will make that contact and try to make that arrangement.
- \$1,000.00 donation check from Fidelity Charitable on behalf of Barry & Lee Ann McGinnis was received and turned over to Bob for the General Fund. Julie sent a thank you card to them.
- Mileage reimbursement form for Carlos Jean-Francois for a total of 462 miles accumulated on his personal truck for the Scrap Metal Project. Discussed rates and would like to reimburse him based on the regular IRS rate instead of the charitable rate. Mike Briggs made a motion to make the reimbursement check for \$325.00 which covers the mileage at the IRS rate plus a bit

more to round off the amount. Support by Lt. Norm LaBonte. All in favor, none opposed, motion carried.

- \$2,000.00 anonymous donation check turned over to Bob for the General Fund. Julie sent a receipt and thank you card to donor.

OLD BUSINESS

- Trunk or Treat Report – See Julie’s Final Report, also made suggestions for next year’s event to help with handicap parking awareness, signage for vehicle registration from off Cottage Street and safety and securing of the blowups and the playscape area. (See notes)
- Kids Helping Kids Update – Total of 19 foster families with 45 kids to date. Funding is going well and shopping and wrapping have all been arranged to take place on 11/12/24 and 11/17/24 respectively. The KHK committee and the youth groups take care of all aspects of this program, and it is running smoothly this year.
- Shop-With-A-Cop applications were delivered to the schools on 10/24/24 and have a deadline for submission date of 11/25/24. We will sponsor up to seven families this year and applications will be vetted to make sure they meet the program criteria. Discussed spending limits for gifts, last year they were set at \$175 per child and \$90 per adult. Motion was made by Lt. Norm LaBonte to set the spending limit rates for gifts for 2024 at \$200 per child and \$100 per adult. Support by Mike Briggs. All in favor, none opposed, motion carried. Julie will be sending out donation request letters to our regular SWAC donors next week. We have already received \$300 in SWAC donations.
- The Shop-With-A-Cop Wrap Party will be on 12/16/24 at 5:00 pm at the Gerrish Twp. P.D. We decided that we would have food and beverages for the volunteers, maybe subs, cold shrimp, veggie platter, finger food type items. Julie has agreed to make the food arrangements and will check the inventory of our wrapping supplies.

NEW BUSINESS

- Sgt. John Wybraniec will be retiring from Gerrish PD, his last day of work will be 12/18/24. The PD will be holding a party for him on 12/13/24 at the Twp. Hall from Noon-4:00 pm. We will be having pizza, salad, breadsticks, beverages, and dessert available. Looking at about 50-60 people in attendance. Discussed possible donation from ACT NOW to help pay for food. Lt. Norm LaBonte made a motion that ACT NOW pay up to \$500 for food for Sgt. John Wybraniec’s retirement party. Support by Bob Barber, all in favor, none opposed, motion carried. Julie will have invites available soon and all ACT NOW Executive Board members will receive an invitation to his party. The GTPOA (Police Association) will be asked to furnish the beverages and dessert.

CERT UPDATE (Bob Barber)

- Had eleven CERT members attend the 4th Quarter Training on 10/09/24.
- Six volunteers assisted at the regular Food Truck distribution on 10/19/24. Next Food Trucks are scheduled for 11/23/24 and 12/14/24.
- Five volunteers for the Roscommon High Homecoming Parade on 10/25/24.
- Seven volunteers attended Trunk or Treat on 10/31/24.
- Christmas in the Village will be on 12/07/24, Bob will be asking for volunteers for that event.
- Received two applications for the CERT team from Bob and we know of a possible four more that may be interested in joining the CERT team. We will keep those applications and names/contacts at the PD and can hopefully run another Basic CERT class this winter.
- Bob would like to send a letter to two current members who have not attended any events and trainings for quite a while and see what their intentions are with CERT membership. Julie and Chief Muszynski will prepare and send those letters.

OTHER BUSINESS/ANNOUNCEMENTS

- N/A

NEXT REGULAR EXECUTIVE BOARD MEETING

- Next Executive Board Meeting will be December 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 Bob Barber, all in favor, none opposed. Co-Chair Mike Briggs adjourned the meeting at 11:20 a.m.

Respectfully Submitted,

Julie Hill

Julie Hill, ACT-NOW Secretary