

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

Meeting was called to order by Chair John Ellis at 10:00 am. Meeting turned over to Co-Chair Mike Briggs at 10:55 am.

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

PRESENTATION

Michelle Ewald from the Roscommon County Literacy Council gave a short presentation and answered questions on what the Council does including Little Free Libraries, free book giveaways, and specific information on the Dolly Parton Imagination Library Project. Out of the 540 children enrolled in the program, 13% reside in Gerrish Township.

MINUTES

- Julie Hill presented the published meeting minutes from the November 1, 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.

TREASURERS REPORT

- Treasurer Bob Barber submitted the following published report for NOVEMBER 2024 (5th month of the 2024-2025 fiscal year) SEE ATTACHED REPORT:

Checking Acct.	\$17,098.95
Savings Acct.	\$ 287.83
MMA	\$15,575.23
Petty Cash	\$ 189.01
CD	\$10,327.32
Pending Deposit (+)	\$ 1,576.00
Visa Pymt. Pending (-)	\$ 4,427.95
<u>Pending Expense (+)</u>	<u>\$ 9.00</u> (Will come out as an Expense in December)
TOTAL	\$40,635.39

- Motion by Julie Hill to accept the November 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 will email out a revised 2024-2025 Budget for members to review. Will be on the January agenda to adopt this Budget.

CORRESPONDENCE

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

- Liability annual insurance renewal policy and premium invoice (12-06-24 to 12-06-25). This is automatically paid as a standing reoccurring expense.

OLD BUSINESS

- Kids Helping Kids Update – Final total of twenty-one foster families with fifty-two kids. This is nine children less than last year and three more families than last year. Final gifts were purchased 11/26/24, all wrapped and delivered in the first week of December with DHHS staff regular monthly family visits. Each family received a \$200 Walmart gift card to help

with holiday meals. This was increased by \$50 more than last year to offset inflation. Spending limits were \$80 per child under fourteen and \$100 per child fourteen and over. The final financial report is not done yet, but we did receive some extra donations and still await the donation from the Sheriff's Office for their 2024 No Shave Fundraiser. We should start out the 2025 program better than we started off this year for funding.

- Shop-With-A-Cop applications were received and vetted. There were 16 total, two were automatically denied due to being repeat applications. Selected nine families based on criteria and need. Had a phone call from a parent that was denied and said she did not fill out the application correctly. Julie went over her application with her on the phone and she asked to be re-considered for the program based on this latest information. Julie discussed it with the board at today's meeting. We do have extra funds available after the initial nine families. Lt. Norm LaBonte made a motion that we add this family to the 2025 SWAC program (one adult and one child). Support by Bob Barber, all in favor, none opposed, motion carried. "Wrap Party" will take place on 12/16/24 at 5:00 pm. If you plan on attending please sign up so that we have an accurate count for food.
- Just a reminder that John Wybraniec's Retirement Luncheon party will be on Friday, December 13th from noon-4:00 pm at the Township Hall. Food will be served at 1:00 pm with a short presentation to follow.
- Discussed donating to the Roscommon County Literacy Council after hearing the presentation at the beginning of the meeting. Mike Briggs made a motion that we donate \$500.00 to the Dolly Parton Imagination Library, which would sponsor twenty children for one year. Support by Lt. Norm LaBonte. All in favor, none opposed, motion carried. There was interest in this becoming one of ACT NOW's annual giving projects.

NEW BUSINESS

- Treasurer's semi-annual stipend is due to be paid. Sharon Zacny made a motion that ACT NOW pay Treasurer Bob Barber \$295.00 semi-annual stipend. Support by Lt. Norm LaBonte. All in favor, none opposed, motion carried.

CERT UPDATE (Bob Barber)

- Five volunteers assisted at the monthly Food Truck distribution on 11/23/24. Next Food Truck is 12/14/24 and 6-7 volunteers have already signed up.
- Two volunteers have signed up for the day parade during Christmas in the Village on 12/07/24 and 5-6 will assist with the evening light parade.
- Bob and Mike will meet with Chief Muszynski sometime in January to set the CERT 2025 training schedule.
- Chief Muszynski attended the Tip Up Town planning meeting, and they will be reaching out to our CERT Team for parade assistance on 01/18/25 at 11:00 am. Briefing will be at 9:00 am with breakfast at the Roscommon Twp. Fire Department. They have changed the route and made it shorter. Bob will send out a group email to members.
- Mike attended the Region 7 quarterly Zoom meeting and has been attending on behalf of our CERT team to keep us eligible for grants, trainings, etc. The next quarterly meeting is scheduled for 03/04/25.

OTHER BUSINESS/ANNOUNCEMENTS

- N/A

NEXT REGULAR EXECUTIVE BOARD MEETING

- Next Executive Board Meeting will be January 3, 2025 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 Julie Hill, all in favor, none opposed. Co-Chair Mike Briggs adjourned the meeting at 11:09 a.m.

Respectfully Submitted,

Julie Hill

Julie Hill, ACT-NOW Secretary