

**A.C.T. – N.O.W.**  
Advisory Community Team – Neighbors On Watch  
EXECUTIVE BOARD MEETING MINUTES  
February 14, 2025

Meeting was called to order by Chair John Ellis at 10:05 am.

Members Present: John Ellis, Mike Briggs, Julie Hill, Bob Barber, Carlos Jean-Francois, Sharon Zacny (TX), Stanley Baysdell, Patrick Mrosz

Absent: Ralph Rowland, Lt. Norm LaBonte, Chief Eric Muszynski

**MINUTES**

- Julie Hill presented the published meeting minutes from the January 3, 2025 Executive Board meeting. Mike Briggs made a motion to accept the minutes as published, support by John Ellis. All in favor, none opposed, motion carried.

**TREASURERS REPORT**

- Treasurer Bob Barber submitted the following published report for JANUARY 2025 (7<sup>th</sup> month of the 2024-2025 fiscal year) SEE ATTACHED REPORT:

Checking Acct.	\$ 7,280.91
Savings Acct.	\$ 287.83
MMA	\$15,588.22
Petty Cash	\$ 189.01
<u>CD</u>	<u>\$10,408.94</u>
TOTAL	\$33,754.91

- Motion by Julie Hill to accept the January 2025 Treasurer’s Report as submitted. Support by John Ellis, all in favor, none opposed, motion carried.
- Bob also presented an updated 2024-2025 Budget Spreadsheet (attached).
- Bob presented the final copy of the 2024-2025 Budget of \$50,000.00. Julie Hill made a motion to accept the 2024-2025 Budget as presented. Support by John Ellis. All in favor, none opposed, motion carried. Bob will continue to monitor our revenues and account balances for IRS filing limit purposes.

**CORRESPONDENCE**

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

- Group Email dated 01/09/2025 in reference to changing the ACT NOW February Board Meeting from 02/07/2025 to 02/14/2025.
- January 2025 Newsletter from Oasis of Hope.
- Letter and donation request from Project Graduation. Motion made by Mike Briggs that ACT NOW donate \$500.00 as a Silver Sponsor to Project Graduation 2025. Support by John Ellis, all in favor, none opposed, motion carried.
- Thank you card from DHHS for supporting the Kids Helping Kids Program.
- Thank you card from NMCAC for our 2025 donation and continued support of the organization.
- Thank you letter from the Roscommon County Literacy Council for our donation to support the Dolly Parton Imagination Library for 2025.

**OLD BUSINESS**

- Finalized ACT NOW 2025 planning/event calendar was distributed.

## **NEW BUSINESS**

- Annual Bowling Fundraiser has been confirmed with Fred's of Roscommon for 04/12/2025 starting at Noon with registration beginning at 11:30 am. We will set up starting at 11:00 am. Julie will work on flyers, registration forms and mail out letters for sponsors/prize donations at the end of February. We already have two teams that have responded to our Save the Date post for the event. Anyone can reach out to local businesses or organizations for prize donations. Carlos Jean-Francoise made a motion that ACT NOW pay the \$15.00 Small Raffle License Fee to submit our application to the State of Michigan for the 50/50 raffle. Support by Bob Barber, all in favor, none opposed, motion carried.
- 2025 Scholarship Applications have been given to the school, posted on website and Facebook page and hard copies are also available at the PD. Deadline is 04/01/2025 so they will be reviewed, and selection will be made at our April board meeting.
- A COOR staff member reached out to Chief Muszynski about assistance with planning a Glow Golf Fundraising event to benefit Little League. Discussed if we were going to try to hold a Glow Golf event in the near future and everyone agreed that with our bowling and golf outing fundraisers that we would not do a Glow Golf and if another organization was going to do this type of event we could donate whatever glow supplies (balls, tee box markers and hole markers) we have left to them. John Ellis made a motion that ACT NOW donate any inventory supplies we have left for Glow Golf to COOR as an in-kind donation for their fundraising event. Support by Carlos Jean-Francois, all in favor, none opposed, motion carried. Pat Mrosz volunteered to go through the items to see what is still working and not working to get an accurate account of our donation.

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

- Four volunteers attended the Tip Up Town Parade in Houghton Lake on 01/28/2025.
- There were three volunteers for the Food Distribution on 01/25/2025. The next Food Trucks are scheduled for 02/22/2025 and 03/22/2025.
- Bob and Mike met with Chief Muszynski on 02/12/2025 to set the quarterly trainings for CERT for 2025. Bob will send out an email to all CERT members with the 2025 trainings/events. CERT members are required to attend at least two out of the four quarterly trainings each year.
- There is a County Emergency Management meeting scheduled for 02/24/2025 that Mike will attend. Mike will also attend the ZOOM 7<sup>th</sup> Region Quarterly meeting on 03/04/2025.
- March 4<sup>th</sup> and 6<sup>th</sup> is a combined CPR AED First Aid course for those that will be needing certifications renewed. Each night it will be from 6-9 pm at the Gerrish Twp. PD.
- March 12<sup>th</sup> is the Annual Pipeline Training in Grayling with two sessions being offered.
- Mike, Pat and Terri Mrosz have been going through the CERT trailer equipment and supplies and doing equipment checks on extra bags. They are making a needs list of items and will bring request to ACT NOW for purchasing.

## **OTHER BUSINESS/ANNOUNCEMENTS**

- N/A

## **NEXT REGULAR EXECUTIVE BOARD MEETING**

- Next Executive Board Meeting will be March 7, 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 Carlos Jean-Francois, all in favor, none opposed. Chair John Ellis adjourned the meeting at 11:05 a.m.

Respectfully Submitted,

*Julie Hill*

Julie Hill, ACT-NOW Secretary