

A.C.T. – N.O.W.
Advisory Community Team – Neighbors On Watch
EXECUTIVE BOARD MEETING MINUTES
MARCH 6, 2020

Meeting was called to order by Chair John Ellis at 10:04 a.m.

Members Present: John Ellis, Mike Briggs, Julie Hill, Bob Barber, John Klein, Kelly Kirkpatrick, Stanley Baysdell, Officer Eric Muszynski, Chief Brian Hill, Sharon Zacny
Absent: John Ellis Jr.

MINUTES

- Julie Hill presented the published meeting minutes from the January 31, 2020 Executive Board meeting. Bob Barber made a motion to accept the minutes as published, support by Kelly Kirkpatrick. All in favor, none opposed, motion carried.

TREASURER’S REPORT

- Treasurer Bob Barber submitted the following published report for January 2020 (7th month of the 2019-2020 fiscal year). SEE ATTACHED REPORT:

Checking Acct.	\$ 4,315.60
Savings Acct.	\$ 287.02
MMA	\$16,876.97
<u>Petty Cash</u>	<u>\$ 146.05</u>
TOTAL	\$21,625.64

Motion by John Klein, support by John Ellis to accept the January 2020 Treasurer’s Report as submitted. All in favor, none opposed, motion carried.

- Treasurer Bob Barber submitted the following published report for February 2020 (8th month of the 2019-2020 fiscal year). SEE ATTACHED REPORT:

Checking Acct.	\$ 3,876.89
Savings Acct.	\$ 287.02
MMA	\$16,879.63
<u>Petty Cash</u>	<u>\$ 151.05</u>
TOTAL	\$21,194.59

Motion by Mike Briggs, support by John Klein to accept the February 2020 Treasurer’s Report as submitted. All in favor, none opposed, motion carried.

CORRESPONDENCE

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

- NMCAC 2020 Event & Community Outreach Letter listing their 2020 fundraisers. Brian will get with Director Becky Yuncker and schedule an upcoming date where we can hold our monthly Executive meeting at the Center as a community partner and to have board members who have not yet toured the Center have an opportunity to do so.
- HLRCC Business Expo 2020 Information and Registration. Motion by Mike Briggs to pay the \$55 registration fee to include electricity and a spot outside for the CERT Trailer, support by John Klein. All in favor, none opposed, motion carried. Julie will send in the registration with a note that we paid for electricity last year and did not get it. Additional motion made by Julie Hill, support by John Ellis to spend up to \$50 for a door prize Home Safety Gift Basket

including a NOAA Weather Radio as a table drawing. All in favor, none opposed, motion carried.

- CNA Surety Bond Premium Renewal Invoice for \$100. Motion by Kelly Kirkpatrick to pay the annual CNA \$50,000 Surety Bond Premium of \$100 due by 04/24/2020, support by John Ellis. All in favor, none opposed, motion carried.
- Copy of the Gall's Order Confirmation for a Streamlight Stinger LED flashlight ordered by Bob Barber to replace the missing/lost flashlight for CERT. Motion by Kelly Kirkpatrick to reimburse Bob Barber \$117.79 for the flashlight purchased through Gall's on 02/05/2020 from the CERT Fund, support by John Klein. All in favor, none opposed, motion carried.

OLD BUSINESS

- Update on replacement EZ-Up Canopy for CERT/ACT NOW. Kelly researching and has some information at home on options. He will send a group email with the information he has to date so we can review for next month's meeting.
- Resident Welcome Package – Work in progress, Mike has developed an outline, no further update at this time.

NEW BUSINESS

- Bowling Tournament Fundraiser has been set for April 18, 2020 at Fred's of Roscommon. Registration will begin at 11:30 a.m. with bowling starting at Noon. John Ellis reported that committee has arranged for a large 50/50 raffle and other prize drawings to take place including a chance to win a large poster board frame full of scratch off lottery tickets. Motion was made by John Ellis to spend up to \$200 on this prize package by ACT NOW, support by Kelly Kirkpatrick. All in favor, none opposed, motion carried. Cost will be \$10 per chance to win this prize, must be present to win. Kelly also added that he and his wife would like to donate a prize of a new bowling bowl including drilling that can be used as a drawing that day. Committee will seek out sponsors for this event and Julie will finish up flyers and get those ready for distribution along with Pre-Registration forms. Will also create an Event on Facebook and add to social media outlets. Team size, registration, and cash prize awards will be the same as last year's event.
- Julie has completed the application for the State Raffle License for the 50/50 drawings which will be held at both of the bowling fundraisers this year set for 04/18/2020 and 11/28/2020. Mike Briggs made a motion to pay the \$15 raffle license fee to the State of Michigan, support by Bob Barber. All in favor, none opposed, motion carried. Julie will submit signed application and check to the State of Michigan.
- Officer Muszynski brought forward some research that he has done with Lt. Patchin on a replacement utility trailer. Discussed some quotes received by local business in Grayling with options. It was mentioned to check out Tractor Supply website as they have better prices usually on trailers. Officer Muszynski will continue to research and report back on this matter at the next meeting.
- Chief Hill confirmed that the Portable PA System current price is still at \$999.94 and can be purchased through Amazon with no sales tax or shipping. This way we will have our own system that is used quite often at events and will not have to rely on borrowing the current system from the 7th Region. Mike Briggs made a motion that ACT NOW purchase a Peavey Escort 6000 Portable PA System for \$999.94 through Amazon, support by John Ellis. All in favor, none opposed, motion carried. Julie will have Lt. Patchin order with the ACT NOW tax exempt credit card on file with Amazon. Once we have received the new system, Sharon volunteered to return the borrowed system back to the 7th Region.

CERT UPDATE (Bob Barber)

- Bob reported that there were 5 CERT volunteers that assisted with the February Food Distribution and 7 that attended CPR Renewal classes at the end of February
- Two new CERT members completed the Basic Training and have also received CPR training. Welcome Steven Myer and Lori Weinel to the team!
- Upcoming Food Distribution will be 3/28/2020.
- The Pipeline annual training will be held on 3/18/2020 in Grayling with a lunch and a dinner session being offered. 3 members have signed up for the lunch session and 4 have signed up for the dinner session.
- Camp Grayling will also be hosting a Basic CERT class in April. Sharon believes it is the weekend of April 24-26, 2020. Brian and Julie will let the three or four citizens know that this is a training option because they were unable to make our Basic Training due to scheduling conflicts and how to register if they are interested. If they choose to complete this training then they would just need an orientation training for our Gerrish CERT team.
- 03/11/2020 will be a team training at the Gerrish Twp. Hall from 6:00 – 8:00 p.m. on CERT & Flood Response. This will tie in nicely with the County Wide EOC Training Exercise scheduled for 04/15/2020. This exercise will begin at approximately 0800 hours and CERT members are to follow activation instructions for volunteers and trailer deployment.

OTHER BUSINESS/ANNOUNCEMENTS

- Officer Muszynski has followed up with owners at Ye Olde Country Club in response to our annual planning meeting and has booked that venue for our Glow Golf Fundraiser on 09/12/2020. They are excited about the event and looking forward to it.
- Julie has confirmed with organizers of the Law Enforcement Torch Run for Special Olympics Michigan that run week will be September 14-18, 2020. We have set our Gerrish Community Torch Run event for Wednesday, 09/16/2020 with registration at 5:00 p.m. and the run start at 6:00 p.m. The run will be the same course as last year with all details the same. Julie and Brian will take care of the forms, paperwork, advertising, etc. for this event which was previously chaired by Shannon Fick. Julie has ordered a quantity of sale shirts that are sold ahead of the run and those should be here within a couple weeks.

NEXT REGULAR EXECUTIVE BOARD MEETING

- April 3, 2020 at 10:00 a.m. at the Gerrish Township Police Department.

There being no further business to discuss Julie made a motion to adjourn, support by Bob Barber, all in favor, none opposed. Chair John Ellis adjourned the meeting at 11:38 a.m.

Respectfully Submitted,

Julie Hill

Julie Hill, ACT-NOW Secretary

cc/All Executive Board Members and the Gerrish Township Police Department Website