

A.C.T. – N.O.W.
Advisory Community Team – Neighbors On Watch
EXECUTIVE BOARD MEETING MINUTES
JUNE 5, 2020

Meeting was called to order by Chair John Ellis at 10:01 a.m.

Meeting took place outdoors at the Gerrish Twp. Municipal Center Pavilion and COVID-19 social distancing guidelines were followed.

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

Absent: John Klein, Kelly Kirkpatrick

MINUTES

- Julie Hill presented the published meeting minutes from the March 6, 2020 Executive Board meeting. Bob Barber made a motion to accept the minutes as published, support by John Ellis Jr. All in favor, none opposed, motion carried.

TREASURER’S REPORT

- Treasurer Bob Barber submitted the following published report for March 2020 (9th month of the 2019-2020 fiscal year). SEE ATTACHED REPORT:

Checking Acct.	\$ 3,689.10
Savings Acct.	\$ 287.11
MMA	\$16,882.48
<u>Petty Cash</u>	<u>\$ 151.05</u>
TOTAL	\$21,009.74

- Motion by John Ellis, support by Eric Muszynski to accept the March 2020 Treasurer’s Report as submitted. All in favor, none opposed, motion carried.
- Treasurer Bob Barber submitted the following published report for April 2020 (10th month of the 2019-2020 fiscal year). SEE ATTACHED REPORT:

Checking Acct.	\$ 1,502.64
Savings Acct.	\$ 287.11
MMA	\$16,885.24
<u>Petty Cash</u>	<u>\$ 151.05</u>
TOTAL	\$18,826.04

- Motion by John Ellis, support by John Ellis Jr. to accept the April 2020 Treasurer’s Report as submitted. All in favor, none opposed, motion carried.
- Treasurer Bob Barber submitted the following published report for May 2020 (11th month of the 2019-2020 fiscal year). SEE ATTACHED REPORT:

Checking Acct.	\$ 1,252.64
Savings Acct.	\$ 287.11
MMA	\$16,888.09
<u>Petty Cash</u>	<u>\$ 151.05</u>
TOTAL	\$18,578.89

- Motion by Julie Hill, support by Stanley Baysdell to accept the May 2020 Treasurer's Report as submitted. All in favor, none opposed, motion carried.
- Bob also presented an updated 2019-2020 Budget Spreadsheet (attached).

CORRESPONDENCE

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

- RCRD Adopt-A-Highway Participation/Verification Letter. Chief Hill responded that we are still maintaining the section of roadway on County Road 100 from the top of Pioneer Hill south to Hillsdale Drive. Spring Road Clean-Up was cancelled by MDOT due to COVID-19.
- Vendor information and application for the 41st Michigan Firemen's Memorial Festival currently scheduled for September 17th-19th, 2020. Julie will research to see if the festival will still be happening due to COVID-19 guidelines.
- \$100.00 check received from Roscommon Rotary and turned over to Treasurer Bob Barber. This check is their donation to ACT NOW for manning a water station during the 2019 Higgins Lake Sunrise Run.
- Thank you letter from NMCAC for our annual appropriation donation of \$500.00.
- Group e-mail in support of donating \$1500.00 to the "Face Mask Project" to provide the materials for a small community group to make 600 face masks for all of Roscommon and Crawford County first responders during the onset of COVID-19 and the shortage of masks. The project was completed and Gerrish Twp. Police and Fire/EMS Departments received a quantity of these masks. The total receipts for the project was \$1,186.47.
- Group e-mail in support of spending \$150.00 for two new batteries for the CERT 800 MHZ portable radios that needed to be replaced.
- Group e-mail reference the 2020 Scholarship applicants and the synopsis to review before the next board meeting for recipient selection.
- Group e-mail in support of ACT NOW paying for the Li'l Willies Portable Toilet invoice for the Food Truck Distributions.
- Group e-mail in support of paying ½ of the cost of a replacement ice maker machine at the Gerrish Fire Department. Motion made June 5, 2020 by Mike Briggs to have ACT NOW Treasurer prepare a check payable to the Gerrish Fire Fighter's Association for half the cost (\$189.50) for the replacement ice maker machine. Support by John Ellis Jr. All in favor, none opposed, motion carried.

OLD BUSINESS

- Update on replacement EZ-Up Canopy for CERT/ACT NOW. Kelly researching but is absent at this meeting. Table until next month.
- Officer Muszynski passed around quotes from USA Trailer Sales out of Grayling and some drawings for a replacement utility trailer for ACT NOW. Due to lack of fundraising ability this year due to COVID-19, it was decided that we would make do with the current trailer until Spring 2021 at which time the trailer purchase will need to be a top priority. (Copies of quotes and drawings will be on file with these minutes and kept in the Secretary's records.)
- Bowling Tournament Fundraiser originally scheduled for April 18, 2020 was cancelled due to COVID-19. Julie will contact the State of Michigan to see if the Raffle License that we received for that event can be changed to a different event and date and use it for the 09/12/2020 Glow Golf fundraiser instead.
- The new portable PA/sound system was purchased and it is all in working order and will be kept at the P.D. The one we were borrowing was returned to the 7th District a couple weeks ago.
- The Chamber of Commerce has not yet cancelled the Business Expo but instead has postponed it. Have not heard any new event date yet but they may still hold it in the fall.

- Resident Welcome Package – Work in progress, Mike has developed an outline, no further update at this time. Table until next month.

NEW BUSINESS

- Reviewed 4 applicants for the 2020 ACT NOW Scholarship Awards. Julie sent out synopsis with applicant information to review prior to the meeting today. The candidates essays were reviewed by all members present individually. Board members Julie Hill and Officer Eric Muszynski abstained from voting. Motion by John Ellis with support by Bob Barber to award the first scholarship to Candidate #2 Karlee Erickson. 4 Yea votes, 1 Nay vote, 2 abstain. Motion by Bob Barber, support by John Ellis to award the second scholarship to Candidate #3 Bailey Warson. 5 Yea votes, 0 Nay votes, 2 abstain. Both motions carried. Julie will send certificates and award letters to these two candidates and ask for photos of each so that we can publicize on our website and Facebook page and also in next month's Newsletter.
- Law Enforcement Torch Run for 2020 has been cancelled but will take place as a "Virtual" event to continue to support Special Olympics Michigan and promote awareness of this fundraiser. Sale shirts are still available at the PD for \$10.00 each. If you want to participate in the virtual event the registration fee is \$30.00 and includes a different commemorative t-shirt that will be shipped directly to the participant. Registration for this event is on-line at www.give.classy.org/runweek2020. The group is hoping to raise at least half the amount they would during a normal year.
- The annual Higgins Lake Sunrise Run in June has been cancelled and organizers are planning a "bigger and better" event for June 2021.
- Our Glow Golf Fundraiser has been set for 09/12/2020 at Ye Olde Country Club. The date has been reserved and the committee will begin work on this event in the near future. Julie is working on seeing if the State of Michigan would transfer the cancelled 50/50 Raffle License that was received for the April Bowling Tournament and re-issue it for the Glow Golf event.
- Discussed our biggest annual fundraiser Golf Outing that was set for 08/08/2020 at Redwood Golf Course. Since the largest portion of the funds raised for this event come from business and community sponsors, we talked about cancelling for this year as our local businesses have taken a hit from closures and/or restricted business from the recent COVID-19 pandemic. Motion was made by Mike Briggs to cancel the 2020 Annual Golf Outing and get the 2021 date set on the Redwood Golf Course's calendar for next year. Support by John Ellis, Jr. All in favor, none opposed, motion carried. Note: As of the date these minutes were typed, Redwood Golf Course has scheduled our 2021 Golf Outing for Saturday, August 14, 2021.
- Still unsure of the status of the Michigan Firemen's Memorial Festival, however, agreed that if Bob Edwards is willing to donate our annual SWAC stuffed animal we can go ahead with that fundraiser and utilize selling them from the PD and advertise them available on our website and Facebook page and in the Newsletters. Officers can even deliver them in our Township and we can probably put some out at local businesses that support ACT NOW, i.e. The Bird and The Bear, etc. to promote Shop-With-A-Cop and this fundraiser. Brian and Julie will follow up with Bob Edwards and a possible animal selection for 2020.
- Per Stan, the Scrap Metal Project is up and running. Recycling center is not sorting metals at this time, however, Stan and Dave are doing this before dropping off and keeping those items in the Impound Lot until the recycling center will start to pay for the different metals. Currently the going rate is \$60.00 per ton (all metals combined).
- Discussed the upcoming ACT NOW Annual Meeting & Picnic scheduled for 07/20/20. It was decided that due to COVID-19 guidelines regarding crowds, food service, etc. that we would forego the picnic this year. The annual meeting will still take place on the same date starting at 6:00 p.m., however, will be held outdoors at the Gerrish Twp. Municipal Complex pavilion area. We can use the sound system and Julie will reserve the inside of the hall in case of bad weather. Nominations for 2020-2021 Executive Board members can be given to

Chief Brian Hill or Sharon Zacny as they are the nominating committee. If you are unable to fulfil your current board position for the next fiscal year, or do not wish to continue, please let either Brian or Sharon know as soon as possible so that replacements can be sought out.

CERT UPDATE (Bob Barber)

- Bob reported that volunteers assisted at Food Distributions on 03/11/2020, 03/26/2020, 04/16/2020, 04/25/2020 and 05/14/2020 and ran very smoothly. Thank you to all the volunteers that continued to serve during the COVID-19 pandemic. The next truck is scheduled for 06/11/2020.
- The following events were cancelled: Pipeline Presentation (may be re-scheduled at a later date), EOC County-Wide Team Training, Region 7 Camp Grayling CERT Training, Sunrise Run, Roscommon Fireworks and Parade (may re-scheduled during Labor Day holiday), AuSable River Canoe Marathon and activities.
- The team training scheduled for 08/22/2020 – Poker Run and Skills Training is still most likely going to occur. The committee for this event will continue with planning sessions soon.

OTHER BUSINESS/ANNOUNCEMENTS

- Mike Briggs made a motion to increase the annual Treasurer's stipend from \$500.00 to \$580.00 payable in two increments of \$290.00 each, one in June and one in December. Support by John Ellis Jr. All in favor, none opposed, motion carried.

NEXT REGULAR EXECUTIVE BOARD MEETING

- July 10, 2020 at 10:00 a.m. at the Gerrish Township Municipal Complex outdoor pavilion area. (Note, the meeting was changed from the first Friday of the month due to the 4th of July holiday.)

There being no further business to discuss 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