

A.C.T. – N.O.W.
Advisory Community Team – Neighbors On Watch
EXECUTIVE BOARD MEETING MINUTES
DECEMBER 4, 2020

Meeting was called to order by Chair John Ellis at 10:00 a.m.

Meeting took place at the Gerrish Twp. meeting room and COVID-19 social distancing/face mask guidelines were followed.

Members Present: John Ellis, Mike Briggs, Julie Hill, Bob Barber, Sharon Zacny (via TX), Ralph Rowland, Stanley Baysdell, Officer Eric Muszynski

Absent: John Ellis Jr. & Chief Brian Hill

MINUTES

- Julie Hill presented the published meeting minutes from the November 6, 2020 Executive Board meeting. Ralph Rowland made a motion to accept the minutes as published, support by Stan Baysdell. All in favor, none opposed, motion carried.

TREASURER’S REPORT

- Treasurer Bob Barber submitted the following published report for NOVEMBER 2020 (5th month of the 2020-2021 fiscal year). SEE ATTACHED REPORT:

Checking Acct.	\$ 8,556.92
Savings Acct.	\$ 287.29
MMA	\$19,905.09
<u>Petty Cash</u>	<u>\$ 182.95</u>
TOTAL	\$28,932.25

- Motion by Eric Muszynski, support by Ralph Rowland to accept the November 2020 Treasurer’s Report as submitted. All in favor, none opposed, motion carried.
- Bob also presented an updated 2020-2021 Budget Spreadsheet (attached).
- Bob also noted that the 2019-2020 Fiscal Year books were dropped off at CPA’s office for annual audit.

CORRESPONDENCE

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

- Funding letter from RCCF
- Auto-Owners Ins. Renewal Notice \$265.00 – Annual Liability Insurance

OLD BUSINESS

- SWAC Update - 7 applications received as of today with one declination letter sent out due to repeat applicant from 2018. The other 6 are currently being vetted by phone by Chief Hill as all look like they fit the program criteria. This would include 20 children and 12 adults. Sgt. LaBonte will be scheduling the shopping and Bob provided the checks needed for that event. Spending limits will be the same as last year, \$100 per child and \$50 per adult.
- Salvation Army Bell Ringing for Gerrish Township Public Safety will take place on Friday, December 11th from 8:00 a.m. – 8:00 p.m. at the Roscommon Family Fare. Sign-up sheet in meeting room at PD. Poster, stand and hand sanitizer will be provided by PD and the kettle, aprons and bells will be dropped off first thing in the morning by Ted.
- Resident Welcome Package – Table as an on-going project by Mike.

NEW BUSINESS

- Shop-With-A-Cop wrapping will take place at the PD on Monday, December 21st at 5:00 p.m. There will not be any food or beverages served and all COVID-19 guidelines will be followed for indoor gatherings. Please RSVP to Julie if you plan on attending so that we can accommodate safe social distancing for all volunteers. Masks will be required to be worn at all times and you will be health screened before entering the building.
- SWAC deliveries will take place on Tuesday, December 22nd starting at 1:00 p.m. We will confirm if volunteers are needed to assist on the night of the wrapping.
- Julie researched the cost/sizes for placing a Thank You ad in the local paper for community support of all of ACT NOW's 2020 programs and projects. Shared the pricing per column inch and what spacing would be needed with a mockup of approximate ad and content. Bob Barber made a motion to approved up to \$250.00 for a B&W Thank You/Holiday ad in the Houghton Lake Resorter. Support by John Ellis, all in favor, none opposed, motion carried. Julie will shore this up so that the ad will appear before Christmas.

CERT UPDATE (Bob Barber)

- Bob reported that there were 6 volunteers at the November Food Distribution. The next Food Truck Distribution will be on 12/12/2020 (4 volunteers signed up so far). Sounds like a food distribution is being planned every month for 2021, however no schedule released yet.
- 7 volunteers worked the flu shot clinic held at the GTFD on 11/5/2020.
- All Christmas in the Village activities requiring CERT assistance have been cancelled.

OTHER BUSINESS/ANNOUNCEMENTS

- Julie announced that NMCAC will be holding their annual "Festival of Trees" fundraiser as a Virtual Event starting Friday 12/4/20 – Sunday 12/6/20. Instructions on how to bid on trees is on their website and Facebook page. GTPOA has donated a Hot Cocoa themed tree this year.
- Gerrish Fire/EMS will be hosting their annual "Stuff the Ambulance" on 12/19/2020. See flyer for items needed for local charities. Cash also accepted and donations can be dropped off at the Township Hall at any time.

NEXT REGULAR EXECUTIVE BOARD MEETING

- Next Executive Board Meeting will be January 8, 2021 at 10:00 a.m. at the Gerrish Township PD (All COVID-19 social distancing/face mask guidelines will be in place).

There being no further business to discuss Chair John Ellis adjourned the meeting at 10:56 a.m.

Respectfully Submitted,

Julie Hill

Julie Hill, ACT-NOW Secretary

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