

A.C.T. – N.O.W.
Advisory Community Team – Neighbors On Watch
EXECUTIVE BOARD MEETING MINUTES
JANUARY 8, 2021

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), Stanley Baysdell, Mary Link, Officer Eric Muszynski

Absent: John Ellis Jr. & Ralph Rowland

MINUTES

- Julie Hill presented the published meeting minutes from the December 4, 2020 Executive Board meeting. Eric Muszynski made a motion to accept the minutes as published, support by Mike Briggs. All in favor, none opposed, motion carried.

TREASURER’S REPORT

- Treasurer Bob Barber submitted the following published report for DECEMBER 2020 (6th month of the 2020-2021 fiscal year). SEE ATTACHED REPORT:

Checking Acct.	\$ 6,178.23
Savings Acct.	\$ 287.38
MMA	\$19,908.46
Petty Cash	\$ 182.95
<u>Accounts Payable (-)</u>	<u>\$ 29.98</u>
TOTAL	\$26,527.04

- Motion by Mike Briggs, support by John Ellis to accept the December 2020 Treasurer’s Report as submitted. All in favor, none opposed, motion carried.
- Bob also presented an updated 2020-2021 Budget Spreadsheet (attached).
- Motion by Bob Barber to transfer \$1,000.00 from the General Fund to the Scholarship Fund. Support by Stan Baysdell, all in favor, none opposed, motion carried.

CORRESPONDENCE

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

- Letter from Daniel J. Decker, P.C. in regards to the 2019-2020 audit of the ACT NOW financial documents. Motion was made by Mike Briggs to accept CPA Danial Decker’s letter that all documents are in good order with no exceptions with support by Eric Muszynski. All in favor, none opposed, motion carried. Thank you to Bob Barber for an exceptional job in maintaining all of ACT NOW’s financial documents.
- Thank you and receipt from The Lion’s Den for our donation in December for Christmas sponsorships.
- Letter from NMCAC requesting our financial support for our annual donation. Julie Hill made a motion that we send our \$500 annual donation to NMCAC at this time. Support by Stanley Baysdell, all in favor, none opposed, motion carried.
- \$1,500.00 reimbursement check from RCCF grant proceeds for Kids Helping Kids Foster Program which was put back into the Kids Helping Kids Fund.

- Thank you letter with photo for CERT from Roscommon Area Christian Ministries for CERT volunteers help during the 2020 monthly food truck distribution events. Also enclosed was a statistic sheet for 2020.
- Invoice from GTPD for 2020 annual copy/printing costs with breakdown of items to include all B&W and Color copies. Motion by John Ellis for ACT NOW to pay Gerrish Twp. Police Department \$208.76 for 2020 copy/printing costs. Support by Mike Briggs, all in favor, none opposed, motion carried.

OLD BUSINESS

- SWAC Update - 11 applications were received with 8 accepted and 3 denied (two were repeat applications that were assisted in previous years and one was received too late after our 8 families were already selected). All 8 families were experiencing hardships due to COVID-19 employee cutbacks, layoffs, etc. Everything went smoothly with shopping and wrapping even though we had a very limited number of volunteers to wrap which made the night a bit longer than usual. Gifts were delivered in large contractor bags and were left outside the families doors after contact was made with them.
- SWAC Stuffed Animal Fundraiser has wrapped up for the year. We did very well despite not having the one-day sales opportunity at the Firemen's Memorial Festival. The Tie Dye Turtles were sold out of the PD and the Gerrish Twp. Hall and also at The Bird and The Bear Grill & Market. A few were even shipped out with the recipient paying all shipping costs. We raised \$1,702.53 in total for this project and still have about 20 medium size turtles left and approximately a box of the small size. The large size sold out very quickly. Julie will send a Thank you to Bob and Cindy Edwards for their gracious donation of the animals this year.
- Resident Welcome Package – Table as an on-going project by Mike.

NEW BUSINESS

- Julie has prepared the ACT NOW 2020 Annual Report and has updated the ACT NOW Programs & Projects synopsis. Copies were handed out and extra copies are available all year at the PD and will be posted on the website. The ACT NOW brochure will be updated after our February planning meeting.
- Meeting for February 5, 2021 will be our annual planning session. Need to discuss purchase/ordering of new utility trailer at this time and sale of old trailer. Also discuss putting an expiration limit for redeeming scholarship awards or an option for recipient to rescind if their college plans change after award is presented.

CERT UPDATE (Bob Barber)

- Bob reported that there were 7 volunteers at the December Food Distribution. The next Food Truck Distribution will be on 01/23/2021 (6 volunteers signed up so far).
- Pipeline Virtual annual training program has been tentatively set for March 16, 2021 with two time slots available, 11:30 a.m. and 6:00 p.m. So far, 4 are interested and just like last year they will need the link information to sign up and access the virtual training. Bob will be sending out information shortly with the link and information.
- Tip-Up-Town has been moved to the last two weekends in February but have not heard anything about needing CERT assistance for a parade yet.
- Chief Hill and CERT Coordinator Bob Barber will be setting up a planning meeting shortly for 2021 CERT training and events.

OTHER BUSINESS/ANNOUNCEMENTS

- Brian announced that the annual Higgins Lake Sunrise Run has been set for June 19, 2021 and the event has been taken over by the Northern Michigan Children's Assessment Center as a

fundraiser for them. Roscommon Rotary no longer wanted to host the event and will assist NMCAC in the transferring of the program.

NEXT REGULAR EXECUTIVE BOARD MEETING

- Next Executive Board Meeting will be February 5, 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 Bob Barber made a motion to adjourn with support from Mike Briggs. Chair John Ellis adjourned the meeting at 11:13 a.m.

Respectfully Submitted,

Julie Hill

Julie Hill, ACT-NOW Secretary
cc/All Executive Board Members and the Gerrish Township Police Department Website