

A.C.T. – N.O.W.
Advisory Community Team – Neighbors On Watch
EXECUTIVE BOARD MEETING MINUTES
OCTOBER 1, 2021

Meeting was called to order by Chair John Ellis at 10:03 a.m.

Members Present: John Ellis, Mike Briggs, Julie Hill, Bob Barber, Sharon Zacny, Ralph Rowland, Stanley Baysdell, Officer Eric Muszynski, Chief Brian Hill
Absent: Mary Link

MINUTES

- Julie Hill presented the published meeting minutes from the September 10, 2021 Executive Board meeting. Bob Barber made a motion to accept the minutes as published, support by Eric Muszynski. All in favor, none opposed, motion carried.

TREASURER’S REPORT

- Treasurer Bob Barber submitted the following published report for SEPTEMBER 2021 (3rd month of the 2021-2022 fiscal year). SEE ATTACHED REPORT:

Checking Acct.	\$ 7,180.81
Savings Acct.	\$ 287.65
MMA	\$24,938.57
<u>Petty Cash</u>	<u>\$ 198.45</u>
TOTAL	\$32,605.48

- Motion by Julie Hill to accept the September 2021 Treasurer’s Report as submitted, support by Ralph Rowland. All in favor, none opposed, motion carried.
- Bob also presented an updated 2021-2022 Budget Spreadsheet (attached). Just as a side note, the Scrap Metal Project to date for this season has raised \$2,591.10.

CORRESPONDENCE

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

- Grant check from the Schroeder Foundation for \$2,000 to be split \$1,000 to Kids Helping Kids Fund and \$1,000 General Fund. Thank you/receipt was mailed by Julie on 10/06/21.

OLD BUSINESS

- Utility Trailer Purchase – Still waiting, same status.
- Torch Run Update – We had 56 participants including two dogs and three Special Olympic Athletes totaling \$1,550 in registration fees. Sold out of our blue sale t-shirts \$690 and received cash donations of \$60 for a total raised for event of \$2,300 (plus \$105.44 in-kind donations for food and water). Everything went well, next year have bus at park at 7:00 p.m. instead of 7:30 p.m. Runners were done quicker than expected and we called early for the bus which arrived at 7:15 p.m. The State campaign goal was \$77,000 and over \$105,000 was raised! Sale shirts were sold out in entire state and the pre-run sale shirts for 2022 will be the same material, just a different color and will come out in December 2021. Thank you everyone that volunteered 😊
- SWAC Stuffed Animal Sales Fundraiser – Net profit \$986.43 plus \$349 turned in today. About two boxes left to sell, mostly the medium size. Divided them out and have them at PD, Twp. Hall and Bird & Bear Café to continue with sales. We did use the Square Reader for credit card sales at the Firemen’s Memorial Festival booth \$107.00 less \$3.89 fees = \$103.11

debit/credit card sales. The vendor that usually purchases the previous years animals was not at the Festival so we still have 20 medium and 4 small Turtles left from 2020 (we usually pass these out to the kids from the SWAC families with their gifts). Bob suggested that we keep the animal sales separate from the donations in the future even though all funds go to the same SWAC Fund.

- Glow Golf Update – Officer Muszynski said that the outing went well, and Brad and Linda at Ye Olde CC were once again very helpful and great hosts. He suggested that next year we start about a half hour earlier with registration and the “Before the Glow” from 6:30 – 7:30 p.m. as there are rules and announcements that need to be made before the tee off and the 50/50 raffle drawing. Would like to start promptly at 8:00 p.m. or a little before as it is dark enough at that time. Also suggested raising entry fee by \$5 from \$25 to \$30 per person to cover the cost of the ball they are given. They can then keep that ball. This will help with shelf life now that we have made this an annual event and balls will not last more than about 24 months in storage. Still have the option to purchase additional ball and if they turn those back in can get their \$5 back or they can keep those also.
- Trunk or Treat Update – Julie mailed out 66 invites to past participants on 09/14/21 and only received 3 pre-registration forms back to date. Candy donations are slowly starting to come in. Flyers are printed and can be distributed to local businesses. Prizes, extra candy is scheduled to be purchased this next week. Do not need to order more bags for candy, we have plenty left from last year. Flyers for schools will be printed and dropped off to schools on 10/11/21. A Facebook Event has been created. Our next committee meeting will be 10/18/21 at 1:00 p.m. at PD. Spread the word, we need more trunks!!
- Resident Welcome Package – Table as an on-going project by Mike.

NEW BUSINESS

- Project Scrap Metal will close for season approximately 10/15/21. We had a great season thanks to Stan and Dave our “Scrapper Guys.”
- Chief Hill received verbal estimates for updating the current old utility trailer. It would cost approximately \$300 - \$350 for new tires/bearings, however it would not be worth the cost to have the frame straightened. Stanley Baysdell made a motion that ACT NOW pay for repairs up to \$350 to update the current old utility trailer. Support by John Ellis, all in favor, none opposed, motion carried. Chief Hill will take care of those repair arrangements after scrap metal project is done for the season.
- We currently have a vacant position on the ACT NOW Board which is the Membership Chair. We can post that opening on our website and Facebook page if the group thinks it would be a good idea. We will include the position description, expectations and emphasize that this is a volunteer, non-paid position for our non-profit community organization (non-political). Everyone agreed, Brian and Julie will take care of posting.
- It is the time of year to start discussing our 2021 Shop-With-A-Cop program. We altered it slightly last year due to COVID regulations and everyone agreed that we should follow those same guidelines again this year. Funding is going well for this project so we will once again adopt 7 families. Julie will prepare applications and get those out to the schools with a deadline for submission of 12/01/21. This gives 2 ½ weeks to vet the families and do the shopping before the scheduled Wrap Party on 12/20/21.

CERT UPDATE (Bob Barber)

- 4 Volunteers assisted with traffic control/safety and Sharon helped Julie at the end with the food and water for the Torch Run held on 09/15/21.
- 5 Volunteers assisted with traffic control/safety for the Firemen’s Memorial Parade on 09/18/21.

- Bob reported 6 volunteers participated in the 09/25/2021 Food Distribution. The next Food Truck Distributions will be on 10/23/2021 and 11/20/2021.
- Homecoming Parade will be held on 10/08/21, however no request has been received for assistance at this time. Bob will send out a group email if needed for this event.
- **Trunk or Treat** will be on Halloween Sunday, 10/31/21, will need help with that event.
- Have received a request for assistance for this year's Christmas in the Village on 12/04/21. More info to come, Bob will email group.
- Due to recent members resigning or moving from area, the CERT membership is now at 14. Will look into the possibility of doing on-line FEMA CERT Basic Classes with one in-person final/practical which might tempt more citizens to attend if they could do the class online at their convenience.

OTHER BUSINESS/ANNOUNCEMENTS

- Julie announced that Officer Stachurski will be attending a four-day training at the end of October to become a Certified Safety Seat Technician for our area. Shannon used to do this for our Department. The last day, Saturday 10/30/21, there will be a "Community Car Seat Safety Check" event for the public to bring their infants, toddlers, children, and their seats to the Gerrish Fire Department for the new technicians to do inspections and installations. Tammy Tyler was wondering if ACT NOW or CERT could provide two volunteers to assist with cooking and serving hot dogs during this community event for a couple hours. Once Julie has more information, she will forward to Bob for him to send out a group email requesting assistance.
- Chief Hill announced that Officer Nathan Socia has resigned from the PD and is no longer an officer with the Department as of 09/24/21.
- John Ellis announced that his wife Paula is doing great after her medical issue, and she wanted to extend her sincere thank you to all of the Board for the lovely flowers and card during her recovery.

NEXT REGULAR EXECUTIVE BOARD MEETING

- Next Executive Board Meeting will be November 5, 2021 at 10:00 a.m. at the Gerrish Township PD.

There being no further business to discuss, Chair John Ellis adjourned the meeting at 11:07 a.m.

Respectfully Submitted,

Julie Hill

Julie Hill, ACT-NOW Secretary