

**A.C.T. – N.O.W.**  
**Advisory Community Team – Neighbors On Watch**  
**EXECUTIVE BOARD MEETING MINUTES**  
**NOVEMBER 5, 2021**

Meeting was called to order by Treasurer Bob Barber at 10:00 a.m. Turned over to Co-Chair Mike Briggs at 10:05 a.m. (Chair John Ellis absent)

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

**MINUTES**

- Julie Hill presented the published meeting minutes from the October 1, 2021 Executive Board meeting. Ralph Rowland made a motion to accept the minutes as published, support by Stanley Baysdell. All in favor, none opposed, motion carried.

**TREASURER'S REPORT**

- Treasurer Bob Barber submitted the following published report for OCTOBER 2021 (4<sup>th</sup> month of the 2021-2022 fiscal year). SEE ATTACHED REPORT:

Checking Acct.	\$ 7,550.70
Savings Acct.	\$ 287.65
MMA	\$24,942.03
Petty Cash	\$ 198.45
<u>Pending Deposit (+)</u>	<u>\$ 2,404.83</u>
TOTAL	\$35,383.66

- Motion by Stanley Baysdell to accept the October 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).
- Bob also presented a financial report on 2021 Trunk or Treat (attached).

**CORRESPONDENCE**

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

- Receipt/Thank You from Special Olympics Michigan for \$810 Torch Run donation from sponsoring the KCC cadets.
- \$500 Donation from Heidi Taulbee for SWAC Program, receipt/thank you mailed 10/14/21.
- Donation Request Letter from the Roscommon Marching Bucks for their 2021 Breakfast with Santa Fundraiser. Motion by Bob Barber to donate \$250 to the RHS Marching Bucks for their 2021 Breakfast with Santa Fundraiser. Support by Eric Muszynski, all in favor, none opposed, motion carried.
- \$800 Donation check from St. James Catholic Church to go to ACT NOW general programs and projects. Julie will send a receipt/thank you to them.
- \$1,000 grant check from the McGinnis Giving Fund through Fidelity Charitable to ACT NOW general programs and projects. Julie will send a receipt/thank you to them.

**OLD BUSINESS**

- Utility Trailer Purchase – Still waiting, same status. May want to look into other options for places to purchase from.

- Trunk or Treat final report was given and financial statement was reviewed. All in all, it went well. Made notes and suggestions for next year. Thought it would be nice to send a Thank You and possibly a gift card to the folks that let us use their property and electricity for our marquee sign. Mike Briggs made a motion that we purchase a \$50 gift card to Matt's for the Hagle's and send as a thank you for their support of our Trunk or Treat event. Support by Eric Muszynski, all in favor, none opposed, motion carried. Julie will purchase gift card and mail with a thank you. Also discussed having a receiver/ball hitch that can be kept with the CERT Trailer so that no matter who is towing it there will be the correct receiver and ball available. Mike Briggs made a motion that we purchase a receiver/ball assembly for the CERT Trailer up to \$75.00 from the CERT Fund. Support by Ralph Rowland, all in favor, none opposed, motion carried. Officer Muszynski will research and make the purchase.
- Repairs were made to the old utility trailer totaling \$212.00 by Dewey's Auto Repair on 10/22/2021. Included two new tires mounted and balanced, wheel bearings greased and repair to wiring and bulb on passenger side taillight.
- 20<sup>th</sup> Anniversary Shop-With-A-Cop this year. Applications were dropped off to the schools on 11/01/21 with a deadline to return by Thanksgiving so that vetting can be done via telephone and shopping can be scheduled between 12/4/21 – 12/19/21. Wrap Party at PD on 12/20/2021 at 5:00 p.m. Discussed spending limits for the 7-8 families that we normally sponsor and reviewed last year's numbers and current funding. Due to increase prices of products Bob Barber made a motion that we increase our spending limits to \$150 per child and \$75 per adult (up \$50 per child and \$25 per adult from last year) for SWAC 2021 Program. Support by Julie Hill, all in favor, none opposed, motion carried.
- Resident Welcome Package – Table as an on-going project by Mike.

## **NEW BUSINESS**

- Received a Community Giving Program application from the Gerrish Township Fire Fighters Association for \$1,000.00 to help refurbish their 22-year-old safety education trailer. They checked into purchasing a new trailer that was all equipped, however this was way too expensive. They have applied for several grants and have already received awards from the Roscommon County Community Foundation and Roscommon Rotary Club, waiting on response from Weyerhaeuser. They would like to renovate the inside and add some interactive technology for kids for fire safety. Gerrish Township, Richfield Township and Grayling City Fire Departments will also be contributing both financially and with volunteer labor. Stanley Baysdell made a motion to donate \$1,000.00 to the Gerrish Fire Fighters Association for their safety trailer refurbishment project. Support by Bob Barber, all in favor, none opposed, motion carried.

## **CERT UPDATE (Bob Barber)**

- 6 volunteers assisted with the RHS Homecoming Parade.
- 6 volunteers for the 10/23/21 Food Truck, next Food Trucks are scheduled for 11/20/21 and 12/11/21.
- Mitch Koehn and John Ellis volunteered to assist with cooking and serving hot dogs and helping out at the Community Car Seat Safety Check event held at the Gerrish Fire Department on 10/30/21.
- Bob received a letter from the Christmas in the Village committee asking for CERT assistance for their Electric Light Parade on 12/4/21 (3 volunteers signed up so far), may need more for barricaded areas in the village.
- 7 volunteers assisted with Trunk or Treat on Halloween.

**OTHER BUSINESS/ANNOUNCEMENTS**

- Will review fund balances and make transfers from General Fund to items that need to be increased for upcoming payouts at the December board meeting.

**NEXT REGULAR EXECUTIVE BOARD MEETING**

- Next Executive Board Meeting will be December 3, 2021 at 10:00 a.m. at the Gerrish Township PD.

There being no further business to discuss, Co-Chair Mike Briggs adjourned the meeting at 11:23 a.m.

Respectfully Submitted,

*Julie Hill*

Julie Hill, ACT-NOW Secretary