

**A.C.T. – N.O.W.**  
**Advisory Community Team – Neighbors On Watch**  
**EXECUTIVE BOARD MEETING MINUTES**  
**MARCH 4, 2022**

Meeting was called to order by Chair John Ellis at 9:58 a.m.

Members Present: John Ellis, Mike Briggs, Julie Hill, Bob Barber, Sharon Zacny (TX), Ralph Rowland, Stanley Baysdell, Mary Link, Officer Eric Muszynski, Chief Brian Hill  
Absent: None

**MINUTES**

- Julie Hill presented the published meeting minutes from the February 4, 2022 Executive Board meeting. Eric Muszynski made a motion to accept the minutes as published, support by Bob Barber. All in favor, none opposed, motion carried.

**TREASURER'S REPORT**

- Treasurer Bob Barber submitted the following published report for FEBRUARY 2022 (8<sup>th</sup> month of the 2021-2022 fiscal year) SEE ATTACHED REPORT:

Checking Acct.	\$ 9,483.08
Savings Acct.	\$ 287.74
MMA	\$12,449.04
Petty Cash	\$ 43.57
<u>Pending</u>	<u>\$ .00</u>
TOTAL	\$22,263.43

- Motion by Julie Hill to accept the February 2022 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).

**CORRESPONDENCE**

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

- Flyer and donation request for the 23<sup>rd</sup> Annual HL Rotary Service Auction being held on April 30, 2022 at the Four Seasons Event Barn in Lake City, MI. Theme will be "An Evening at the Caddyshack" and starts at 5:30 p.m. Would appreciate any donation item or gift basket for the event from grant recipients. Bob Barber made a motion that ACT NOW purchase two tickets for a total of \$100.00 if anyone would like to attend the event or donate a \$100.00 gift basket if nobody can attend. Support by John Ellis, all in favor, none opposed, motion carried.
- Annual CNA Surety Bond renewal premium notice for \$100.00. Eric Muszynski made a motion that ACT NOW pay the \$100.00 premium for the Western Surety Company Bond #70502494. Support by John Ellis, all in favor, none opposed, motion carried.
- Invoice from NMCAC for annual donation/support of \$500.00. John Ellis made a motion that ACT NOW pay their annual donation to NMCAC for their services to the community. Support by Julie Hill, all in favor, none opposed, motion carried.
- Email request from DHHS for Michigan Youth Opportunities Initiative (MYOI) through United Way (Roscommon County American Rescue Plan). Bob will research to see if our 501(c)(3) suffered any financial loss from the end of 2019 to the end of 2020 due to COVID-19 pandemic. We fit criteria if we can show a loss of revenue due to cancelled fundraisers and events. John Ellis made a motion to proceed with the application on behalf of and to

assist DHHS if we meet the financial criteria. Support by Mike Briggs, all in favor, none opposed, motion carried. NOTE...as of the typing of these minutes research by Treasurer Bob Barber indicated that we did NOT suffer a monetary loss due to COVID, in fact we booked over \$3,600.00 in increased revenue from 2019 to 2020 due to the generous donations from our residents, community and businesses to help support our programs and projects. Julie has replied to Jody at DHHS advising her that we did not meet the criteria for this particular grant but would be happy to assist them in the future if we are able to.

### **OLD BUSINESS**

- 2022 ACT NOW Calendar has been finalized. Includes a bowling tournament in April, Golf Outing in August, Glow Golf in September and many of our other regularly scheduled events, meetings and trainings, including CERT items.
- Resident Welcome Package – Table as an on-going project by Mike.

### **NEW BUSINESS**

- Brian spoke with the owners of Fred's, and they welcomed the idea of a Bowling Tournament Fundraiser and have put us on their calendar for April 23, 2022. It will run similar to the last bowling event we held in 2019. Starts at Noon with registration beginning at 11:30 a.m. 5-person teams, 8 teams maximum. \$40 per person (\$200 per team). Cash prizes will be awarded for top three positions \$500, \$250 and \$100 (3 games). Julie will send out letters to solicit lane sponsors and/or prizes to raffle. Will also hold a large 50/50 raffle. Bob Barber made a motion to pay the \$15.00 fee and apply for the raffle license through the State of Michigan for this event. Support by Eric Muszynski, all in favor, none opposed, motion carried. Julie will make flyers to distribute and create a Facebook Event and post on our website. Lt. Patchin has volunteered to assist with this event.
- Eric Muszynski also mentioned that he was approached by the owners of Ye Olde Country Club about hosting a "Backward Scramble" fundraiser during the day on a weekend possibly in June. They are looking for a group to test out this type of event. After some discussion, we decided to forego another golfing event and just stick with our Annual Golf Outing in August and the Glow Golf Outing in September for this year, also considering that we shored up a spring fundraiser with the bowling tournament. We will keep in mind for the future and Eric will let Brad know that our plate is pretty full of events this year now that we are back to a more "normal" schedule.

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

- The February Food Truck Distribution ran smoothly with help from 5 volunteers. There will be food trucks run every month during 2022 with the next distribution of 03/26/2022.
- The 2022 schedule for CERT has been completed and emailed to all members.
- 6 members signed up for CPR/AED recertification training on 03/08/2022 and 2 for the 03/09/2022 class.
- Annual Pipeline training will be on 03/16/2022 in Grayling and 5 members will be attending between the two sessions.

### **OTHER BUSINESS/ANNOUNCEMENTS**

- Chief Hill announced that he has scheduled a NWS "Weather Spotter" class to be held at the Gerrish Township Hall on 05/04/2022 from 6:00 pm – 8:30 pm hosted by GTPD and Roscommon County Emergency Management. This class is open to the public. Julie will be making a flyer to distribute and post on social media. Will forward the flyer to Bob to send to CERT members as an optional training for the year.

- Roscommon Business Expo will take place this year. They have our booth fee from two years ago and will apply it to this year's event if we decide to attend. Will discuss this further at our next monthly meeting.

#### **NEXT REGULAR EXECUTIVE BOARD MEETING**

- Next Executive Board Meeting will be April 1, 2022 at 10:00 a.m. at the Gerrish Township PD.

There being no further business to discuss, Bob Barber made a motion to adjourn the meeting, support by Ralph Rowland, all in favor, none opposed. Co-Chair Mike Briggs adjourned the meeting at 11:05 a.m. (Note Chair John Ellis had to leave the meeting early.)

Respectfully Submitted,

*Julie Hill*

Julie Hill, ACT-NOW Secretary