

A.C.T. – N.O.W.
Advisory Community Team – Neighbors On Watch
EXECUTIVE BOARD MEETING MINUTES
MAY 6, 2022

Meeting was called to order by Chair John Ellis at 10:05 a.m.

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

MINUTES

- Julie Hill presented the published meeting minutes from the April 1, 2022 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 APRIL 2022 (10th month of the 2021-2022 fiscal year) SEE ATTACHED REPORT:

Checking Acct.	\$ 6,493.36
Savings Acct.	\$ 287.83
MMA	\$17,451.12
Petty Cash	\$ 229.57
<u>Pending</u>	<u>\$.00</u>
TOTAL	\$24,461.88

- Motion by Mike Briggs to accept the April 2022 Treasurer's Report as submitted, support by John Ellis. 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)

- Michigan Firemen's Memorial Festival Vendor Information & Registration – Sharon Zacny made a motion to submit the \$15 non-profit vendor booth fee to MFMFC for SWAC Stuffed Animal Fundraiser. Support by Eric Muszynski, all in favor, none opposed, motion carried.
- \$55 refund check back from the Higgins Lake-Roscommon Chamber of Commerce from 2020 Business Expo Registration Fee (Expo was cancelled in 2020 and 2021, we are not attending this year).

OLD BUSINESS

- Bowling Tournament Fundraiser Update – Julie gave report and Bob prepared the Financial Report showing we raised \$2,688.68 after expenses. Not sure if Fred's will be sending an invoice for lane fees or if they will be donating the fees. The event went well, and everyone had a great time. Brian, Julie and John were the main workers for the event with Lt. Patchin and Officer Taylor helping with set up and clean up. (See report for breakdown of winners, games, prizes and raffles.)
- Resident Welcome Package – Table as an on-going project by Mike.

NEW BUSINESS

- Chief Hill received a request from the township building department for assistance in paying the \$50 building permit fee for a resident who recently had a leg amputated and has a heart condition. He needs a wheelchair access ramp into his home and cannot work anymore due to medical issues. Chief Hill approved the request to run through the HEA Fund as it is a legitimate request, and the resident has been a long-time community member and worked right up until his problems occurred. Julie wrote the check and gave to the township building department to pay for the permit fee. He had assistance with the installation of the ramp.
- Discussed a retirement gift for Lt. Patchin and his 30 years of service on GTPD and to the community. Julie proposed an option and John Ellis made a motion to proceed with gift order. Support by Sharon Zacny, all in favor, none opposed, motion carried. Julie will have the gift shipped to her residence and bring it to the Lt's retirement party. Julie will get a card so that ACT NOW board can all sign at the June meeting.
- Discussed Spring Road Clean-Up scheduled for 05/17/22 at 4:00 pm. Brian and Julie will be out of town on vacation but will make sure an officer is put in charge to oversee the event. Julie hung sign-up sheet on board in meeting/training room and will pre-order the six pizzas from Country Corners this Friday to be picked up on Tuesday 05/17 around 4:30 p.m. John will pick them up. Julie will have beverages, paper products, and clean up supplies ready to go.
- Chief Hill held a traffic planning/safety meeting with partners for the Sunrise Run. Bob will be requesting CERT members to volunteer to assist. Stan and Dave will do the water station by the F.D. as ACT NOW volunteers as they have in the past. Expecting more runners this year as there are not any limitations within the park due to COVID restrictions being lifted.
- Everyone agreed that we should hold the annual meeting/picnic at the Gerrish Twp. Marina and provide the food, same as last year. Brian or Julie will contact the Marina Manager to schedule the venue for July 18th at 6:00 p.m.
- Start thinking about Golf Outing scheduled for August 13th, we will need volunteers to help with set up, clean up, hole games, registration, etc. Would also like everyone on the board to reach out to three businesses/organizations to get prize donations for the Chinese Raffle so that one person is not doing all the leg work. Julie will prepare brochures and will have them available at the first part of June and will mail out requests for hole sponsors to our regular donor list of businesses. Stan, Dave and Mike are available for hole games and Mary offered to help with registration and/or ticket sales.

CERT UPDATE (Mike Briggs)

- 6 CERT volunteers attended the 04/23/2022 Food Distribution, next truck is 05/21/2022.
- Weather Spotter training class was well attended by CERT members and the community, 24 people in attendance.
- Reminder...June is First Aid training; two classes are available to sign up for. Bob has sent out an email to all specifying which members needed to renew this year and which ones are good until next year.
- CERT Trailer is back on lot behind police department. Fire extinguisher will be inspected with annual PD checks sometime in May. Will need go through the trailer and make sure it is ready if needed.

OTHER BUSINESS/ANNOUNCEMENTS

N/A

NEXT REGULAR EXECUTIVE BOARD MEETING

- Next Executive Board Meeting will be June 3, 2022 at 10:00 a.m. at the Gerrish Township PD.

There being no further business to discuss, Mike Briggs made a motion to adjourn the meeting, support by Ralph Rowland, all in favor, none opposed. Chair John Ellis adjourned the meeting at 10:59 a.m.

Respectfully Submitted,

Julie Hill

Julie Hill, ACT-NOW Secretary