

**A.C.T. – N.O.W.**  
**Advisory Community Team – Neighbors On Watch**  
**EXECUTIVE BOARD MEETING MINUTES**  
**APRIL 7, 2023**

Meeting was called to order by Chair John Ellis at 10:00 a.m.

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

**MINUTES**

- Julie Hill presented the published meeting minutes from the March 10, 2023 Executive Board meeting. Eric Muszynski made a motion to accept the minutes as published, support by Ralph Rowland. All in favor, none opposed, motion carried.

**TREASURER'S REPORT**

- Treasurer Bob Barber submitted the following published report for MARCH 2023 (9<sup>th</sup> month of the 2022-2023 fiscal year) SEE ATTACHED REPORT:

Checking Acct.	\$ 5,189.23
Savings Acct.	\$ 287.83
MMA	\$17,467.81
Petty Cash	\$ 989.09
<u>Pending Deposits</u>	<u>\$ .00</u>
TOTAL	\$23,933.96

- Motion by Stan Baysdell to accept the March 2023 Treasurer's Report as submitted. Support by Mike Briggs, all in favor, none opposed, motion carried.
- Bob also presented an updated 2022-2023 Budget Spreadsheet (attached).

**CORRESPONDENCE**

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

- Request from Spartan Nash (Family Fare) to update our Michigan Tax Exempt Certificate. The form was completed and mailed back to them on 03/17/2023.
- \$1,000.00 Check from Spartan Nash for the "Direct Your Dollars" Community Giving Program. After a lot of follow-up and correspondence we were finally able to receive our check from our submission May of 2022. The check will be put in the General Fund for now.

**OLD BUSINESS**

- Bowling Tournament Fundraiser (update by Julie) – Currently have 20 Lane Sponsors in response to 49 letters that were sent out on 02/22/23 to local businesses, organizations, and groups. A couple Officers have been making follow-up contacts to those locations. We have all 8 teams reserved and one pre-registered/paid. We have 13 raffle items to date. Bob gave Julie the prize money to be divided into the 1<sup>st</sup>, 2<sup>nd</sup>, and 3<sup>rd</sup> place envelopes. John Ellis, Brian, Julie, and Eric will meet at Fred's to set up at 11:00 am on 04/22/23, registration begins at 11:30 am and bowling will start at Noon.
- Researched cost for original Motorola Batteries for CERT Radios to replace those that are no longer working or holding a charge. Can get them for \$89.00 each plus shipping of approximately \$20.00. John Ellis made a motion that we purchase four (4) batteries and cover

the cost of the items and shipping from the CERT Fund. Support by Eric Muszynski, all in favor, none opposed, motion carried. Julie will order them next week.

- Traffic Safety Grant through AAA to purchase two Radar Speed Signs for the Police Department was submitted on 03/20/2023, we received an email confirmation that they received the application packet on that same day. We feel like we have a good chance of getting some funding as we showed a solid partnership with the Township, GTFD, ACT NOW and CERT.

## **NEW BUSINESS**

- Reviewed the synopsis of the 2023 Scholarship applicants. There were 8 applications submitted by the deadline date of 03/31/2023. Bob Barber made a motion to select Applicant #2 and Applicant #4. Support by Ralph Rowland, all in favor, none opposed, motion carried. John Ellis and Ralph Rowland volunteered to present the awards as ACT NOW representatives at Senior Awards Night program on May 1, 2023 at 6:30 pm at the RHS Auditorium. We will make sure an Officer is also available as a co-presenter. Julie will prepare the recipient certificates and outline for the presentation.
- Law Enforcement Torch Run Update (by Julie) – Our run has been scheduled for 09/12/2023 at 6:00 pm (registration at 5:00 pm) with the same route as last year. Will start at the PD and end at the South Higgins Lake State Park Pavilion/Boat Basin. I have added the annual run to our website and created a Facebook event page. Registration is available online or by paper registrations available at PD. Fee is \$30 per person and will include the Flame of Hope run shirt (which is different than the green sale shirts). We have 50 green sale shirts to sell at \$20 each and 35 Raffle Tickets to sell at \$10 each for a Gun Raffle and a Cash Raffle. We will request Park Use Permit, Road Commission Permit in June along with requesting the use of a bus from RAPS and a gift card from Family Fare for hot dogs, chips and water. The information has been shared with the KCC Academy Coordinator for the Police Academy cadets to register. When the event gets closer, will need CERT volunteers to assist with traffic/safety points and serving food/water afterwards.

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

- In March there were 6 volunteers for the Food Truck on 03/25/23. The next Food Truck will be on 04/22/23.
- Julie did CPR/AED Renewal classes on 03/07/23 and 03/09/23 with 5 CERT members attending. This left only one member who needs re-certification this year and he and Julie will work together on getting him scheduled.
- 5 members attended the Pipeline Training in Gryling.
- 04/25/23 is a Weather Spotter training class at Richfield Township. If anyone is interested, it will count as training for our CERT members.
- Brian will follow up with arrangements for a short presentation at one of the local Veterans Coffee meetings at the airport and with the Got Your Six Veterans Roscommon Chapter in hopes of recruiting some new CERT members.

## **OTHER BUSINESS/ANNOUNCEMENTS**

- April 15<sup>th</sup> starts the Scrap Metal Project; the trailer will be put in place and the sign hung on the fence. Stan is all set and ready to go.

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

- Next Executive Board Meeting will be May 12, 2023 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 Bob Barber, all in favor, none opposed. Chair John Ellis adjourned the meeting at 10:50 a.m.

Respectfully Submitted,

*Julie Hill*

Julie Hill, ACT-NOW Secretary