

A.C.T. – N.O.W.
Advisory Community Team – Neighbors On Watch
EXECUTIVE BOARD MEETING MINUTES
June 2, 2023

Meeting was called to order by Chair John Ellis at 9:59 a.m.

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

MINUTES

- Julie Hill presented the published meeting minutes from the May 12, 2023 Executive Board meeting. Ralph Rowland 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 MAY 2023 (11th month of the 2022-2023 fiscal year) SEE ATTACHED REPORT:

| | |
|-------------------------|------------------|
| Checking Acct. | \$ 7,351.79 |
| Savings Acct. | \$ 287.83 |
| MMA | \$17,470.73 |
| Petty Cash | \$ 221.19 |
| <u>Pending Deposits</u> | <u>\$ 400.00</u> |
| TOTAL | \$25,731.54 |

- Motion by Eric Muszynski to accept the May 2023 Treasurer's Report as submitted. Support by Carlos Jean-Francois, all in favor, none opposed, motion carried.
- Bob also presented an updated 2022-2023 Budget Spreadsheet (attached).
- Motion by John Ellis, support by Ralph Rowland to transfer \$2,500.00 from the General Fund and put \$1,000.00 in the Public Safety Fund and \$1,500.00 in the Home Energy Assistance Fund to keep within the approved budget. All in favor, none opposed, motion carried.

CORRESPONDENCE

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

- Acceptance letter for Scholarship recipient Aleia Smith. A \$1,000.00 check was forwarded to her university on May 19, 2023.
- Aid Station Assignments for the Sunrise Run showing our ACT NOW representatives Stan & Dave at water station #6 next to the Fire Department, report time 8:00 am.

OLD BUSINESS

- Julie completed printing the ACT NOW business cards and they were passed out for use. A blank spot was left for members to write in their own name and contact number.
- Coffee with a Cop will be at The Bird & The Bear Bakery in town on June 14, 2023 from 8:00 am – 10:00 am. ACT NOW will be providing the free coffee and Bob will be there so that he can pay for the coffee at the end of the event. Flyers and invites were passed out and a Facebook event page was created.
- The annual Higgins Lake Sunrise Run will take place on Saturday, June 17th. Chief Hill hosted a traffic safety/planning meeting with all partners, and everything is set and ready to go. CERT volunteers will need to attend the briefing at 6:30 am that morning at the P.D.

NEW BUSINESS

- Our Annual Meeting and Picnic will be held on Monday, July 17th at 6:00 pm at the Gerrish Twp. Marina. Chief Hill spoke with the new Marina Manager Russ, and we are all set for the venue, they are happy to have us. Julie gathered prices for food and serving items and based on last year's attendance and menu (keeping it all the same), the cost will be approximately \$469.12. This includes items from GFS, Amazon, and Walmart. John Ellis made a motion to allow up to \$500.00 to be spent on items for the picnic, support by Ralph Rowland. All in favor, none opposed, motion carried. Lt. Muszynski has volunteered to do the grilling and will make sure the grill is ready to go. Julie will take care of ordering and picking up items. Set up will begin around 5:00 pm if you would like to assist. All we are asking guests to bring is a lawn chair in case there are not enough picnic tables or if we need to move inside due to bad weather.
- We have started planning for the Annual Golf Outing which will take place at Redwood Golf Course on August 12th. Registration will begin at 9:00 am with a Shotgun Start at 10:00 am. The course is reserved, and they will not raise their price per golfer, it will be the same as last year, \$35.00 per person. The people that run the food trailer next to the club house have agreed to provide our food for the meal afterwards. Julie will be shoring up the menu and costs with them shortly. Golfapalooza has been reserved, their cost will be \$550 this year and they are moving Canon Shoot to Hole #3 as that is a Par 5 and their canons shoot farther this year. They have made those arrangements with Sam at the golf course. We will follow up with Cut River Grille and see if they would like to sponsor the Golfapalooza event entirely again this year. We will need volunteers for set-up, clean-up, hole games and selling raffle tickets. Julie will put a sign-up sheet in the GTPD meeting room and try to shore up some community members that would like to assist. Will announce at the Annual Meeting and see if we can get some volunteers to sign up. We will discuss with Sam the tee box distances and announce where everyone can tee up from on the holes. Lt. Muszynski will check with Hart Ford and/or Nester Chevrolet to see if they want to sponsor our Win a Car with a Hole in One on the 18th hole (tee will have to be a designated distance on this hole due to game rules). Carlos, John, Mike, Dave, Stan, Bob, and Mary will help. Julie will check with Sandie and see if she is available to assist Bob at registration. Julie can also help with Skins and Mulligans and will take care of any credit card payments with Square. Julie will make brochures/registrations and flyers shortly and contact previous golfers and sponsors for support. Will also create a Facebook event page and post on our website.
- John Ellis made a motion that we pay the ACT NOW Treasurer his semi-annual stipend of \$295.00. Support by Carlos Jean-Francois, all in favor, none opposed, motion carried.
- Lt. Muszynski has researched costs for replacing and/or updating existing NW signs. Many are faded and need to be replaced throughout the Township. Discussed all options and John Ellis made a motion that ACT NOW pay for the decals for 10 signs at a cost of \$50.00 each for a total of \$500.00. Support by Stan Baysdell, all in favor, none opposed, motion carried.

CERT UPDATE (Bob Barber)

- On 05/07/23 CERT was activated for a Search & Rescue in Oscoda County for an elderly female with dementia. 3 volunteers responded with Sgt. LaBonte and Officer Ellis. She was located (deceased) just as volunteers were arriving.
- There were 6 volunteers for the Food Truck on 05/20/23. Next Food Truck will be on 06/24/23.
- First Aid classes are scheduled for June 6th (1-4 pm) and June 7th (6-9 pm) for those that need the certification. 6 members have signed up.
- 5 volunteers have signed up for the Sunrise Run so far. Bob is also reaching out to Crawford Co. and Richfield Twp. CERT teams for assistance.

- There are no volunteers available to assist with the 4th of July parade in Roscommon and only one available for the fireworks.
- Saturday, August 19th will be a full-scale emergency simulation exercise for the entire County from 8:00 am – 2:00 pm. Chief Hill will pass on more information as it is received.
- Mike Briggs plans on attending the Region 7 Zoom meeting on 06/06/23.

OTHER BUSINESS/ANNOUNCEMENTS

- Stan sold the boat hoist that was in his yard which was donated to our Scrap Metal Project last fall by a resident. It sold on 05/26/23 for \$400.00. Julie will send a receipt to the donor.
- Bob announced the Genealogical Society will be holding their new building ribbon cutting ceremony on June 8th at 1840 W. Houghton Lake Drive in Houghton Lake.
- During the meeting, Chief Hill answered the door and received a \$100.00 donation from a resident for ACT NOW with no specific fund being specified. The check was turned over to Bob.

NEXT REGULAR EXECUTIVE BOARD MEETING

- Next Executive Board Meeting will be July 7, 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 Eric Muszynski, all in favor, none opposed. Chair John Ellis adjourned the meeting at 11:23 a.m.

Respectfully Submitted,

Julie Hill

Julie Hill, ACT-NOW Secretary