

A.C.T. – N.O.W.
Advisory Community Team – Neighbors On Watch
EXECUTIVE BOARD MEETING MINUTES
NOVEMBER 6, 2020

Meeting was called to order by Chair John Ellis at 9:57 a.m.

Meeting took place at the Gerrish Twp. meeting room and COVID-19 social distancing/face mask guidelines were followed.

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

Absent: John Ellis Jr., Sharon Zacny, Mary Link

MINUTES

- Julie Hill presented the published meeting minutes from the October 2, 2020 Executive Board meeting. Bob Barber 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 OCTOBER 2020 (4th month of the 2020-2021 fiscal year). SEE ATTACHED REPORT:

Checking Acct.	\$ 8,760.89
Savings Acct.	\$ 287.29
MMA	\$19,901.82
Petty Cash	\$ 182.95
<u>Pending Deposit (+)</u>	<u>\$ 254.45</u>
TOTAL	\$29,387.40

- Motion by Mike Briggs, support by Ralph Rowland to accept the October 2020 Treasurer's Report as submitted. All in favor, none opposed, motion carried.
- Bob also presented an updated 2020-2021 Budget Spreadsheet (attached).

CORRESPONDENCE

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

- Group email on 10/09/2020 approving purchase of batter/charger separately for the RYOBI vacuum Trunk or Treat prize.
- Invoice from Higgins Lake-Roscommon Chamber of Commerce for annual non-profit membership dues of \$50.00. Motion to pay annual membership fee of \$50 to HLRCC by Bob Barber. Support by Mike Briggs, all in favor, none opposed, motion carried.
- Award letter from RCCF (The Roscommon County Kellogg Youth Fund) for \$1,500.00 grant for Kids Helping Kids Program. Grant award letter was signed and returned on 10/27/2020.

OLD BUSINESS

- SWAC Stuffed Animal Fundraiser Update (Julie) – Still selling the turtles from the Twp. Hall, GTPD and The Bird & The Bear Grill. We have a net profit raised so far of \$1,089.53 for this project (all funds go to SWAC). Suggested that maybe Higgins Lake Hardware (west side of lake) may be willing to sell from their business also.
- Trunk or Treat went pretty well, all things COVID considered, with the change of venue and style of event (drive-thru). 247 vehicles were counted that visited and voted on their favorite trunks. 17 trunks participated (5 that were pre-registered did not show up). Estimated

approximately 800 bags of candy were handed out. Will have a TorT debrief meeting on Friday, 11/13/2020 at 1:00 p.m. at the P.D. to review event.

- Scrap Metal project has been closed for the year. This season has raised almost \$1,100.00. Thank you to Stan and Dave for their diligent work of sorting and hauling the scrap metal to the recycling center. We will be addressing and starting the ordering process for a new utility trailer in February 2021.
- Resident Welcome Package – Work in progress by Mike.

NEW BUSINESS

- Moving forward with Shop-With-A-Cop program for 2020. Applications have been dropped off at the school with a submission date by November 30th. Have received two in so far. Officers will still take one child per family shopping (following all COVID guidelines) however will not be taking the child to dinner afterwards. May want to provide a food gift card instead. Families will be selected at our 12/4/2020 Executive Board Meeting. Wrapping will take place on 12/21/2020 at 5:00 p.m. (with COVID guidelines adhered to) and delivery will be done by the officers on 12/22/2020 starting at 1:00 p.m. Julie will be mailing out annual donation request letters to SWAC program supporters just before Thanksgiving explaining the slight changes in the program this year.
- Received a monthly newsletter from The Lion's Den in Roscommon (faith-based rehabilitation center) seeking sponsorships for their staff/residents for Christmas. Holidays are very difficult times for the center and they are asking for \$60 per sponsorship and they shop and wrap for gifts on the resident's "wish" list. Motion by Mike Briggs to sponsor 6 residents at The Lion's Den MBTC for a total of \$360.00. Support by Eric Muszynski, all in favor, none opposed, motion carried.
- Gerrish Twp. Police/EMS/Fire/CERT have been asked again this year to do the Salvation Army Bell Ringing at Family Fare in Roscommon for one day. Everyone was willing to help out and Friday 12/11/2020 was selected as our date. A sign-up sheet will be posted in the meeting room at GTPD in one-hour blocks from 8:00 a.m. until 7:00 p.m.

CERT UPDATE (Bob Barber)

- Bob reported that there were 6 volunteers at the last Food Distribution on 10/24/2020. The next Food Truck Distributions are 11/21/2020 (4 volunteers signed up so far) and 12/10/2020.
- 6 volunteers worked the flu shot clinic held at the GTFD on 11/5/2020.
- 8 volunteers worked the Trunk or Treat event on 10/31/2020.
- Five members have signed up for flu shots which will be given at the 11/5/2020 flu shot drive through clinic being hosted by the Health Department and held at the Gerrish Township Fire Department.
- Christmas in the Village parade will be on 12/5/2020 (tentative) however no streets will be shut down for day-time activities. (Note as of the typing for these minutes on 11/17/2020 the Light Parade scheduled for 12/5/2020 HAS BEEN CANCELLED).
- CERT Trailer will need a replacement vent cover in the spring. The current cover has a crack that has been temporarily repaired and the trailer will be stored indoors at Fire Station #3 for the winter so it should not be a problem.
- Suggestion to add a standard tool box to the CERT Trailer. Mike Briggs has volunteered to garner information for tools/box purchase.
- Bob shared that at the last food distribution behind the County Building, he was approached by Sheriff Stern who complemented him and our Gerrish CERT team on the organization and professionalism of the team 😊

OTHER BUSINESS/ANNOUNCEMENTS

- Brian announced that service awards will be presented to out-going Trustees Mary Link and Jim Lippert at the Gerrish Township regular board meeting scheduled for 11/10/2020 at 7:00 p.m. if anyone was interested in attending.

NEXT REGULAR EXECUTIVE BOARD MEETING

- Next Executive Board Meeting will be December 4, 2020 at 10:00 a.m. at the Gerrish Township PD (All COVID-19 social distancing/face mask guidelines will be in place).

There being no further business to discuss Chair John Ellis made a motion that the meeting be adjourned. Support by Mike Briggs. All in favor, none opposed, meeting adjourned at 10:58 a.m.

Respectfully Submitted,

Julie Hill

Julie Hill, ACT-NOW Secretary

cc/All Executive Board Members and the Gerrish Township Police Department Website