

**A.C.T. – N.O.W.**  
**Advisory Community Team – Neighbors On Watch**  
**EXECUTIVE BOARD MEETING MINUTES**  
**APRIL 5, 2019**

Meeting was called to order by Chair John Ellis at 10:00 a.m. (*Notes were taken by Shannon Fick as Secretary Julie Hill was absent.*)

Members Present: John Ellis, Mike Briggs, Bob Barber, John Ellis Jr, Kelly Kirkpatrick, Stanley Baysdell, Officer Shannon Fick, Lt. Greg Patchin  
Absent: Julie Hill, John Klein, Chief Brian Hill, Sharon Zacny

**MINUTES**

- Julie Hill presented the published meeting minutes from the March 1, 2019 Executive Board meeting. Bob Barber made a motion to accept the minutes as published. Kelly Kirkpatrick seconded, motion carried.

**TREASURER'S REPORT**

- Treasurer Bob Barber submitted the following published report for MARCH 2019 (SEE ATTACHED 9<sup>th</sup> month of 2018-2019 Fiscal Year):

Checking Account	\$ 3,897.76
Savings Account	\$ 286.75
Money Market Acct.	\$12,855.14
Petty Cash	\$ 267.05
Total	\$17,306.70

- Kelly Kirkpatrick made a motion to accept the Treasurer's Report as submitted by Treasurer Bob Barber. John Ellis seconded, motion carried.
- Bob also presented an updated 2018-2019 Budget Spreadsheet (attached).

**CORRESPONDENCE**

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

- Chamber of Commerce Business Expo Application – Motion by Mike Briggs to register for \$50.00 fee to include an inside 7x8 space with electric (no table). Support by John Ellis Jr, all in favor, none opposed, motion carried. Will also bring CERT Trailer, set up outside same as last year (no charge for this).
- Email resignation of CERT Coordinator Sharon Zacny. John Ellis Jr. made a motion to accept Sharon Zacny's resignation as the CERT Coordinator. Support by Shannon Fick, all in favor, none opposed, motion carried. Shannon Fick made a motion to appoint Bob Barber as the new CERT Coordinator. Support by John Ellis Jr, all in favor, none opposed, motion carried. Bob Barber made a motion to have Sharon Zacny continue as a Non-Voting Advisory Member on the ACT NOW Executive Board. Support by John Ellis, all in favor, none opposed, motion carried.
- Letter and invoice from NMCAC for 2019 Annual \$500 Donation – Kelly Kirkpatrick made a motion for Treasurer to generate the \$500 annual appropriation to NMCAC. Support by Mike Briggs, all in favor, none opposed, motion carried.
- 13 completed Scholarship Application Packets (Will review under #8 New Business on Agenda)

- (Added at meeting) Flyer for Free Movie Screening and Panel Discussion hosted by NMCAC on “Resilience: The Biology of Stress & The Science of Hope” scheduled for April 30<sup>th</sup> at the Houghton Lake High School from 6:00 – 7:30 p.m. Public is invited to attend.

## **OLD BUSINESS**

- Resident Welcome Package – Work in progress, no update at this time.

## **NEW BUSINESS**

- Lt. Patchin introduced the grant he is writing for “Project Tracks” which will purchase a set of specialized tracks to fit the Polaris Ranger and how this will benefit the department and the community. Lt. Patchin requested that ACT NOW consider making a donation to the project as part of a collaborative effort from the ACT NOW Public Safety Fund. John Ellis made a motion to donate \$500 to the project. Motion failed for lack of support and upon further discussion Kelly Kirkpatrick made a motion to donate \$1,000 to the project. Support by John Ellis, all in favor, none opposed, motion carried.
- Business Expo will be 5/15/19 from 3-6 p.m. at the CRAF Center with set up starting at Noon. ACT NOW/CERT volunteers needed to work the booth and CERT Trailer. John Ellis and John Ellis Jr. will take care of the CERT Trailer outside and Shannon Fick, Mike Briggs, will work inside booth, possibly Sharon Zacny and Bob Barber in the afternoon inside help. John Ellis made a motion to spend up to \$75 for a weather radio for a door prize. Support by Bob Barber, all in favor, none opposed, motion carried. (Julie will order the same style NOAA Weather Radio as last year’s door prize.)
- Spring Road Clean-Up scheduled for **May 7<sup>th</sup>** at 4:00 p.m. start at Gerrish PD. (Wrong date of May 17<sup>th</sup> was put on the ACT NOW calendar) Sign-up sheet posted in GTPD Training Room. 10 pizzas will be ordered from Country Corners for pop and pizza served afterwards. Alternate date if bad weather will be May 21<sup>st</sup>.
- Scrap Metal Project – Stan will contact the scrap recycle center and make sure they will be up and running for target start date of April 15<sup>th</sup>. If yes, trailer and sign will be placed in same area as in the past.
- Glow Golf fundraiser will take place on June 8<sup>th</sup> at Ye Olde Country Club as a 50/50 split of proceeds between the Gerrish Police Officers Association and the Gerrish Fire Fighters Association. Both groups will be assisting with the event, participating, setting up, cleaning up, soliciting for sponsors, etc. Stan Baysdell made a motion to pay the \$15.00 application fee to the State of Michigan for the license to hold a 50/50 Raffle at that event. Support by Bob Barber, all in favor, none opposed, motion carried.
- Due to popular demand, Chief Hill has arranged another “Coffee with a Cop” event to be held on Friday, April 26<sup>th</sup> from 8:00 – 10:00 a.m. at The Bird & The Bear Grill. Kelly Kirkpatrick made a motion that ACT NOW would pay for the coffee for the event up to \$150.00. Support by Shannon Fick, all in favor, none opposed, motion carried.
- RHS Senior Awards Night will be held at the high school on May 6<sup>th</sup> at 6:00 p.m. Shannon Fick and John Ellis will represent ACT NOW and Gerrish PD to present our two scholarship awards.
- Reviewed the synopsis prepared by Julie Hill of the 13 scholarship applicants. After review and some discussion, Shannon Fick made a motion to select Applicant #12 and Applicant #13 as the 2019 ACT NOW Scholarship Award recipients. Support by Bob Barber, all in favor, none opposed, motion carried.

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

- Last food truck changes were made in parking so that people were not able to park in certain areas which went very well. Next food truck disbursement will be April 27<sup>th</sup>. No further food truck deliveries will be held until September.

- 4 volunteers of the 6 that signed up attended the Pipeline Dinner in Grayling.
- Next tentative CERT training is scheduled for 5/4/19 from 10 am – 3 pm which is the Poker Run/Skills Review. Bob has not received any Yes responses yet and has received one No reply. He will put out one more email again for this event with a deadline response date of 4/12/19 so that coordinators know whether to proceed with this training or cancel it.

#### **OTHER BUSINESS/ANNOUNCEMENTS**

- N/A

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

- May 3, 2019 at 10:00 a.m. at the Gerrish Township Police Department.

There being no further business to discuss, Bob Barber made a motion to adjourn with support by John Ellis, Jr. All in favor, none opposed, Chair John Ellis adjourned the meeting at 11:20 a.m.

Respectfully Submitted,

*Julie Hill*

Julie Hill, ACT-NOW Secretary

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