

A.C.T. – N.O.W.
Advisory Community Team – Neighbors On Watch
EXECUTIVE BOARD MEETING MINUTES
DECEMBER 7, 2018

Meeting was called to order by Chair John Ellis at 10:07 a.m.

Members Present: John Ellis, Mike Briggs, Julie Hill, Bob Barber, John Ellis Jr., Kelly Kirkpatrick, Chief Brian Hill, Lt. Greg Patchin

Absent: John Klein, Officer Shannon Fick, Sharon Zacny

MINUTES

- Julie Hill presented the published meeting minutes from the November 2, 2018 Executive Board meeting. Bob Barber made a motion to accept the minutes as published. Mike Briggs seconded, motion carried.

TREASURER'S REPORT

- Treasurer Bob Barber submitted the following published report for NOV. 2018 (SEE ATTACHED 5th month of 2018-2019 Fiscal Year):

Checking Account	\$ 6,630.59
Savings Account	\$ 286.57
Money Market Acct.	\$17,846.48
<u>Petty Cash</u>	<u>\$ 277.05</u>
Total	\$25,040.69

- Kelly Kirkpatrick made a motion to accept the Treasurer's Report as submitted by Treasurer Bob Barber. Mike Briggs 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)

- Thank you from Karen McIntyre – Home Energy Assistance Donation
- Thank you from Kris Paulus – David Paulus Funeral Flower Arrangement
- Roscommon County Community Foundation Giving Request (no action at this time as we support many of the same programs)
- Donation from Leonard & Deborah Astemborski (Public Safety Fund – TOT Roscommon County specific donation to County Turkey Program)
- Annual Premium Renewal for ACT NOW Liability/Operating Insurance & Policy for Term of 12-6-18 thru 12-6-19 due 12/6/18 (paid 11/28/18)
- SWAC App (received after deadline) special request referral by Linda from Roscommon County VSU

OLD BUSINESS

- Will continue to seek out someone to fill the position vacancy for the GAP #3 Representative (table until next month).
- November Appreciation Dinner was cancelled and gift cards given to the very few people that are considered major volunteers/donors. Just to clarify, we never made arrangements with Fred's for a 2018 dinner.
- Passed around personalized Thank You and Blank ACT NOW cards printed by Lynn Card Company for all to see. They turned out very nicely. Thank you cards and Visa gift cards

were delivered in person by Gerrish Officers to specific individuals as voted on at last meeting.

- Bowling Tournament fundraiser is scheduled for Jan. 19, 2019 at Fred's at noon (registration at 11:00 a.m.). Eight teams, \$200 per team registration. Lane Sponsors at \$100 each with a goal of getting 16 sponsors (two per lane). Prizes will be awarded 1st Place \$500, 2nd Place \$250 and 3rd Place (5) \$20 gift cards for Fred's. There will be a large 50/50 raffle, strike ball game and one large raffle item for tickets sold during the event only (looking at a prize of a new bowling ball including drilling). Motion by John Ellis Jr. to have Julie apply for the \$15 Raffle License with the State of Michigan, support by Bob Barber. All in favor, none opposed, motion carried.
- Shop-With-A-Cop program applications have been reviewed/vetted by Chief Hill and we have 7 families approved, all in our township. There are three other applications that fit criteria not in our township. Based on our funding for this year's program, Julie Hill made a motion to accept these other 3 families after vetting by Chief Hill. Support by Bob Barber, all in favor, none opposed, motion carried.
- Update by Chief Hill on Home Energy Assistance for one of the SWAC families that was in immediate need of propane. Preliminary email to board members approved fill of tank by Ferrell Gas and they will be sending an invoice directly to ACT NOW for the charge. Mike Briggs made a motion to pay the invoice when received, support by John Ellis. All in favor, none opposed, motion carried.
- Discussed Home Energy Assistance Dollar Cap/Budget for this year. Those requesting assistance will have to complete an ACT NOW Community Giving application, which in turn will be vetted by Chief Hill. Bob Barber made a motion authorizing Chief Hill to expend up to \$3400 (budget for HEA) without approval from the board and if we have requests putting us over that amount they will need to be approved by the board on a case by case basis. Support by John Ellis, all in favor, none opposed, motion carried.
- Mike Briggs will be working on a winter project of putting together some ideas for a New Resident Welcome Package that includes information on local businesses, ordinances, services offered by the township and police/fire departments. We should be able to have something put together by spring.

NEW BUSINESS

- Received a Community Giving application from the RHS Bowling Team (Coach Dave Osim) as they do not receive any financial assistance from school and have to come up with funds for shirts, lane fees and equipment. Motion made by Kelly Kirkpatrick to donate \$1,000 to the RAPS Bowling Mixed Team, providing that they volunteer back to the community (i.e. road clean-up, CERT training as victims, SWAC wrapping, etc.). Support by John Ellis Jr., all in favor, none opposed, motion carried.
- Received a \$1,000 donation from a Gerrish resident to go to the Public Safety Fund and in turn go to the "Friends for Safe Schools" for production of the donor appreciation plaques that will be placed in the RAPS buildings from the "Boot" program. A non-profit receipt has been sent to the donors.
- Coffee with a Cop (& Santa) is scheduled for December 22nd from 8:00 a.m. – 11:00 a.m. at The Bird & The Bear. After the great community turn out from last month's event the Gerrish Twp. Police Officers Association is asking for some assistance to provide the free coffee and cocoa for the event. Motion was made by Kelly Kirkpatrick to donate up to \$300 from the Public Safety Fund for this event. Support by John Ellis, all in favor, none opposed, motion carried. Motion was made by John Ellis to approve \$150.00 donation for Santa & Mrs. Claus to be at the Coffee with a Cop on 12/22/18. Support by Bob Barber, all in favor, none opposed, motion carried.

CERT UPDATE (Bob Barber)

- CERT received a Thank You from the Trunk or Treat committee for CERT assistance at this year's event.
- November 7th training was cancelled and Trunk or Treat event took its place as one of the yearly training events.
- December 1st was Christmas in the Village, 9 volunteers were scheduled and 8 showed up, event went well.
- Next events will be the Food Distribution Trucks at the RAPS Bus Garage on the last Saturday of January, February, March and April of 2019. Will need a few volunteers to assist with each date.
- Per Chief Hill, the 800 MHz radios that were donated from Roscommon County E-911 are being templated/programmed with an anticipation of receiving them in February 2019.

OTHER BUSINESS/ANNOUNCEMENTS

- Chief Hill announced that the Gerrish Twp. Public Safety "team" will again be ringing the bell for the Salvation Army on December 14th all day at the Roscommon Family Fare. There is a sign-up sheet on the board if anyone would like to fill some time slots.
- Julie announced that the Gerrish Fire/EMS Department will be hosting their annual "Stuff the Ambulance" on December 15th from 11:00 a.m. – 3:00 p.m. Items can be dropped off any time and the recipients this year will be the Lion's Den in Roscommon and NMCAC (both non-profit organizations).

NEXT REGULAR EXECUTIVE BOARD MEETING

- January 4, 2019 at 10:00 a.m. at the Gerrish Township Police Department.

There being no further business to discuss, John Ellis adjourned the meeting at 12:10 p.m.

Respectfully Submitted,

Julie Hill

Julie Hill, ACT-NOW Secretary

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