

A.C.T. – N.O.W.
Advisory Community Team – Neighbors On Watch
EXECUTIVE BOARD MEETING MINUTES
JUNE 3, 2019

(Notes taken by Shannon Fick due to Secretary Julie Hill absent)

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

Members Present: John Ellis, Mike Briggs, Bob Barber, John Ellis Jr, Stanley Baysdell, Officer Shannon Fick, Chief Brian Hill, Sharon Zacny

Absent: Julie Hill, John Klein, Kelly Kirkpatrick

MINUTES

- Julie Hill presented the published meeting minutes from the May 3, 2019 Executive Board meeting. Bob Barber made a motion to accept the minutes as published. John Ellis Jr. seconded, motion carried.

TREASURER'S REPORT

- Treasurer Bob Barber submitted the following published report for MAY 2019 (SEE ATTACHED 11th month of 2018-2019 Fiscal Year):

Checking Account	\$ 1,960.46
Savings Account	\$ 286.75
Money Market Acct.	\$ 9,858.87
Petty Cash	\$ 307.05
<u>Spartan Charge (-)</u>	<u>\$ 46.24</u>
Total	\$12,366.89

- Mike Briggs made a motion to accept the Treasurer's Report as submitted by Treasurer Bob Barber. John Ellis Jr. 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 letter from Roscommon United Way for supporting the "Pathways to Potential" Program.
- DHHS request for \$1,000 disbursement for "Pathways to Potential" Program (check has been sent).
- Acceptance letter from KCC for Rachael Frazho – 2019 Scholarship Recipient (check has been sent).
- Acceptance letter from GVSU and Thank You card from James Herrick – 2019 Scholarship Recipient (check has been sent).
- Spartan Nash request for Tax Exempt Certificate updating their records (Julie has processed and mailed back)

OLD BUSINESS

- Glow Golf fundraiser will take place on June 8th at Ye Olde Country Club. Glow balls, flags, swag, etc. has been purchased. Committee was having some trouble getting sponsors as they didn't want to tap into annual Golf Outing regular sponsors. Last committee meeting will be

on Wednesday and the event is Saturday. On target for 18 teams. 50/50 raffle license was received and Jimmy has a prize for best decorated wagon.

- Higgins Lake Sunrise Run will take place on Saturday June 15th. Safety planning meeting has been conducted and CERT volunteers are to report at the PD at 0630. Currently have 4 for sure yes for volunteers and 8 that can't make it. 10 no responses either way and Crawford CERT team will be assisting, unknown on number from them.
- Annual meeting and community picnic will be held on Monday, July 15th at 6:00 p.m. This year is the 20th Anniversary and we will hold the event at the Gerrish Twp. Park Marina. Set up will begin at 5:00 p.m. Attempt to put marquee sign out at Marina by July 1st to advertise. Dave Kelly has volunteered to grill and Julie will arrange purchase of meat from Bob's Butcher Shop and will get the buns, potato salad and beverages. Condiments will be provided by Ginny Trombley and Julie will also make sure we have table cover, paper products and ice made in advance. Will order Citizen of the Year plaque for a special award presentation at the picnic for Barry McGinnis who volunteered his boat, himself and his jet ski for a recent water rescue emergency.
- Application and fee have been mailed in to the Michigan Firemen's Memorial Festival committee for booth at the fire grounds to sell stuffed animals for the annual SWAC fundraiser. Shannon will have an update on status of stuffed animal order at next meeting.
- Annual Michigan Special Olympics Torch Run will take place on September 11th with registration at 5:00 p.m. and run start at 6:00 p.m. Shannon has the registration forms and will start distributing those, still waiting for the posters. Pre-run shirts are still available for sale at \$10 each and raffle tickets are available at \$5 each.
- Business Expo went well, 4 CERT applications were handed out and one has been received back completed. Winner of the door prize stopped in to the PD to pick up her prize, Karen Mayer from Houghton Lake was the winner.
- Lt. Patchin has received notices of approval on his grant applications for "Project Tracks" from RCCF and Higgins Lake Foundation. He will do some follow up at those meetings on when the project funds will be gathered and product ordered and will let ACT NOW know when our \$1,000 donation is needed.
- Resident Welcome Package – Work in progress, no update at this time.

NEW BUSINESS

- Officer Norm LaBonte will be heading up the annual Golf Outing committee this year and has the following information on that event:
 - Redwood Golf Course has been reserved for August 10, 2019 (same prices and menu as last year)
 - John Ellis, John Wybraniec and Jimmy Scroggin will be on the committee along with Norm as Chair of committee
 - Norm will reach out to Carmine for assistance with prizes
 - Will have a silent auction this year instead of live auction to save time and allow for a cleaner process
 - Will attempt to obtain an extra cart to have on hand as a runner cart
 - Will be researching some different games for the course
 - Stan, Mike, Dave and Bob would like to help during outing on the course with game (Bob will not be able to start until after registration is complete)

CERT UPDATE (Bob Barber)

- Had three volunteers for Higgins Lake Memorial Day parade, had a problem with Radio #2. The battery was dead before event began even though it was charged the night before.
- Need to put out an Active 911 page request for man power for the Sunrise Run on 6/15/19. Working on updating and activating calling tree also.

- Mike will be preparing a supply needs list by priority for Chief.
- Mike and John Ellis will be taking CERT Trailer to RES for Safety Day on Friday. They will need someone to meet them at Station #2 at 0730 to pick up trailer.
- Next AVI training will be at Our Lady of the Lakes School in Prudenville but not until fall or winter.

OTHER BUSINESS/ANNOUNCEMENTS

- NMCAC/VSU Golf Outing is coming up. Mike Briggs made a motion not to donate as we are a non-profit group also. Support by John Ellis Jr. All in favor, none opposed, motion carried.
- Discussed paying entry fees for cadets from the Academy to participate in Torch Run in September as we have done so in past years. Mike Briggs made a motion to sponsor the Academy cadets for up to \$300. Support by John Ellis, all in favor, none opposed, motion carried.

NEXT REGULAR EXECUTIVE BOARD MEETING

- **July 1, 2019 at 1:00 p.m. at the Gerrish Township Police Department. NOTE change from Friday to Monday and time from 10:00 a.m. to 1:00 p.m. due to 4th of July holiday.**

There being no further business to discuss John Ellis Jr. made a motion to adjourn with support by Bob Barber. All in favor, none opposed, Chair John Ellis adjourned the meeting at 11:08 a.m.

Respectfully Submitted,

Julie Hill

Julie Hill, ACT-NOW Secretary

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