

**A.C.T. – N.O.W.**  
**Advisory Community Team – Neighbors On Watch**  
**EXECUTIVE BOARD MEETING MINUTES**  
**MARCH 1, 2019**

Meeting was called to order by Chair John Ellis at 10:04 a.m.

Members Present: John Ellis, Mike Briggs, Bob Barber, John Ellis Jr, John Klein, Kelly Kirkpatrick, Stanley Baysdell, Officer Shannon Fick

Absent: Julie Hill, Chief Brian Hill, Sharon Zacny

**MINUTES**

- Julie Hill presented the published meeting minutes from the February 1, 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 FEB. 2019 (SEE ATTACHED 8<sup>th</sup> month of 2018-2019 Fiscal Year):

Checking Account	\$ 4,237.76
Savings Account	\$ 286.66
Money Market Acct.	\$12,852.97
<u>Petty Cash</u>	<u>\$ 267.05</u>
Total	\$17,644.44

- Stanley Baysdell 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)*

- Invoice from ProComm (GTPD) for CERT 800 MHz Radio Templating Fee of \$240 (\$30 for each radio). John Ellis made a motion that ACT NOW reimburse GTPD for the templating fee of \$240 from ProComm. Support by Mike Briggs, all in favor, none opposed, motion carried.
- Invoice from CNA for annual premium due for Surety Bond \$50,000 coverage for \$100 due 4/24/19. Motion by Stanley Baysdell to pay the \$100 premium due for the renewal of the annual CNA Surety Bond. Support by Kelly Kirkpatrick, all in favor, none opposed, motion carried.

**OLD BUSINESS**

- Resident Welcome Package – Mike still coming up with ideas for this project, no new progress yet.

**NEW BUSINESS**

- Shannon announced that she has Torch Run pre-run shirts available for sale at \$10 each and raffle tickets for \$5 each. All proceeds from these items benefit Michigan Special Olympics.

**CERT UPDATE (Bob Barber)**

- Last CERT training went well. Found everyone that attended training has Active 911 apps downloaded on their phones and a successful test page was sent out with all 16 people responding.
- 6 volunteers attended the last food truck distribution. Couple of parking problems at the beginning. The church board will be discussing issues to attempt to rectify the parking issue. When the meeting date is set, they will invite a CERT member to attend. All went well except for parking issue.
- Next Food Truck Distribution will be on 3/23/19 at the RAPS Bus Garage and April distribution date will be the last Saturday of that month (4/27/19).
- Pipeline Dinner will be March 13, 2019 at 11:30 am for lunch session and 5:30 pm for dinner session at the Ramada in Grayling.
- Region 7 training has been scheduled for April 26, 27 and 28, 2019 at Camp Grayling.
- Next quarterly CERT training is scheduled for May 4, 2019 and will be the Fun/Poker Run and Skills Review. Kelly suggested that a detailed email go out to all members to find out how many people can attend and those that do not respond to email do a follow-up phone call.
- May 15, 2019 will be the Roscommon Business Expo at the CRAF Center, will need volunteers for CERT table and trailer.
- Sharon has indicated that she will be good to go by the end of March if everything continues to go well.

**OTHER BUSINESS/ANNOUNCEMENTS**

- N/A

**NEXT REGULAR EXECUTIVE BOARD MEETING**

- April 5, 2019 at 10:00 a.m. at the Gerrish Township Police Department. (Brian Hill and Julie Hill will be absent – Shannon Fick will take notes for minutes.)

There being no further business to discuss, Shannon Fick made a motion to adjourn with support by John Ellis, Jr. All in favor, none opposed, Chair John Ellis adjourned the meeting at 10:42 a.m.

Respectfully Submitted,

*Julie Hill*

Julie Hill, ACT-NOW Secretary

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