

A.C.T. – N.O.W.
Advisory Community Team – Neighbors On Watch
EXECUTIVE BOARD MEETING MINUTES
January 5, 2024

Meeting was called to order by Chair John Ellis at 10:03 a.m.

Members Present: John Ellis, Mike Briggs, Julie Hill, Bob Barber, Ralph Rowland, Stanley Baysdell, Lt. Eric Muszynski, Chief Brian Hill
Absent: Carlos Jean-Francois, Sharon Zacny, Mary Link

MINUTES

- Julie Hill presented the published meeting minutes from the December 1, 2023 Executive Board meeting. Bob Barber made a motion to accept the minutes as published, support by Stanley Baysdell. All in favor, none opposed, motion carried.

TREASURER'S REPORT

- Treasurer Bob Barber submitted the following published report for DECEMBER 2023 (6th month of the 2023-2024 fiscal year) SEE ATTACHED REPORT:

Checking Acct.	\$12,009.88
Savings Acct.	\$ 287.83
MMA	\$17,503.52
Petty Cash	\$ 379.69
<u>Pending Deposit (+)</u>	<u>\$ 900.00</u>
TOTAL	\$31,080.92

- Motion by Eric Muszynski to accept the December 2023 Treasurer's Report as submitted. Support by Ralph Rowland, all in favor, none opposed, motion carried.
- Bob also presented an updated 2023-2024 Budget Spreadsheet (attached).

CORRESPONDENCE

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

- \$250.00 donation from Dawn Rush to the General Fund. Julie has sent her a thank you/receipt.
- \$500.00 donation from Barry & Lee Ann McGinnis with no specifications on purpose. Julie has sent a thank you.
- Letter from NMCAC with donation request. Bob Barber made a motion that we increase our annual giving to the Northern Michigan Children's Assessment Center for 2024 and send them \$1,500.00. Support by Eric Muszynski, all in favor, none opposed, motion carried.
- Annual Association Membership \$50.00 (Non-Profit) for HLRCC. Eric Muszynski made a motion that ACT NOW renew their annual membership with the Higgins Lake Roscommon Chamber of Commerce for \$50.00. Support by John Ellis, all in favor, none opposed, motion carried.

OLD BUSINESS

- AED Refurbishment Project. The three AEDs are up to date with new batteries, pads, cases, and supplies. They are ready to donate to the community. Discussed disbursement of AEDs where they may be at places in the Township that have an increase in population in the summer and may have the need for an AED before EMS can arrive. All board members agreed we should reach out to the Cross-Country Ski Headquarters, the South State Park Store

at the day use area (privately owned) and West Higgins Lake Hardware. Eric will reach out to the owners of the Cross-Country Ski Headquarters and West Higgins Lake Hardware and Brian will contact the owners of the South State Park Store (who have also volunteered to assist with the hot dogs for our annual Torch Run). John Ellis made a motion that the units be offered to these three businesses as part of a community giving project and provide basic training for AED use as a joint effort between ACT NOW, the Gerrish Police Department, and our community.

- Shop-With-A-Cop Final Update (Julie) – Everything ran smoothly with the shopping, wrapping and delivery of the gifts. We sponsored five families which included eight adults and eight children. We received \$4,030.00 in donations (four of those totaling \$500.00 were submitted through our on-line donation form). We spent \$2,300.93 on gifts and meals. 17 people attended the wrapping party which went very quickly, we were done and cleaned up within an hour.

NEW BUSINESS

- Julie presented an Invoice from GTPD for copy/printing services for 2023 along with a spreadsheet showing breakdown of use for both black and white and color printing/copying. There were 826 black and white and 1527 color uses which were charged at the PD's contract price with RICOH. The invoice also included 3 reams of paper. Motion by Eric Muszynski to pay the \$230.63 invoice for 2023 copy/printing services to GTPD. Support by Stan Baysdell, all in favor, none opposed, motion carried.
- We were asked by SRO John Wybraniec if ACT NOW would support the Coaches Against Cancer Basketball fundraising event to be held at Roscommon High School on 02/02/24. This is an annual event and a donation of \$50 would include our name printed on the back of the event t-shirts and sweatshirts. Ralph Rowland made a motion that ACT NOW donate \$50.00 to the American Cancer Society for the Coaches Against Cancer event. Support by John Ellis, all in favor, none opposed, motion carried.
- Julie printed the 2024 draft calendar for ACT NOW which includes all our regular board meetings, annual events, fundraisers, food truck distributions and quarterly CERT trainings. We will see if we can change the date of the April Bowling Tournament fundraiser from the 3rd Saturday to the 2nd Saturday (04/13/24) due to Brian and Julie being out of town on vacation. Have also added a Glow Golf event in September and a Coffee with a Cop in March or April to be held at Northwinds Pizza and Subs after they host a CPL class. The owner reached out to us to see if we could do this around 11:00 am or noon on a Saturday immediately after the class to answer questions and offer support to those students and of course open the event to the public. John Ellis made a motion for ACT NOW to pay for the coffee for this event, support by Eric Muszynski. All in favor, none opposed, motion carried. Once dates are shored up for all events and trainings, Julie will finalize the 2024 calendar and disburse it to all members.

CERT UPDATE (Bob Barber)

- 5 volunteered for the Christmas in the Village Light Parade on 12/02/23 and 6 CERT members assisted at the Food Truck Distribution on 12/09/23.
- 3 CERT members volunteered for the Salvation Army Bell Ringing on 12/15/23 at the Family Fare in Roscommon.
- There are 5 people signed up to take the Basic 20-Hour CERT Class. The first class was held on 12/04/23 and the second class was on 12/19/23.
- Bob and Mike will be meeting with Lt. Muszynski shortly to shore up trainings/events for CERT for the 2024 calendar year.
- 3 members have signed up for the Tip Up Town Parade on 01/20/24, briefing will be at 9:30 am at the Denton Twp. Fire Department.

- The next Food Truck Distribution will be on 01/27/24.
- The annual Pipeline Training is tentatively scheduled for 03/12/24 at the Grayling Eagle's Club with a lunch and dinner session.

OTHER BUSINESS/ANNOUNCEMENTS

- John Ellis asked the group for support for the Roscommon County Sheriff's Auxiliary annual Bowling Tournament Fundraiser which will be held on 02/17/24 in West Branch. Julie Hill made a motion to donate \$100.00 as a sponsor of the 2024 RCSA Bowling Fundraiser. Support by Stan Baysdell, all in favor, none opposed, motion carried.

NEXT REGULAR EXECUTIVE BOARD MEETING

- Next Executive Board Meeting will be February 2, 2024 at 10:00 a.m. at the Gerrish Township PD.

There being no further business to discuss, Eric Muszynski made a motion to adjourn the meeting, support by Ralph Rowland, all in favor, none opposed. Chair John Ellis adjourned the meeting at 11:14 a.m.

Respectfully Submitted,

Julie Hill

Julie Hill, ACT-NOW Secretary