

A.C.T. – N.O.W.
Advisory Community Team – Neighbors On Watch
EXECUTIVE BOARD MEETING MINUTES
February 2, 2024

Meeting was called to order by Chair John Ellis at 10:02 a.m.

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

MINUTES

- Julie Hill presented the published meeting minutes from the January 5, 2024 Executive Board meeting. Ralph Rowland made a motion to accept the minutes as published, support by Bob Barber. All in favor, none opposed, motion carried.

TREASURER'S REPORT

- Treasurer Bob Barber submitted the following published report for JANUARY 2024 (7th month of the 2023-2024 fiscal year) SEE ATTACHED REPORT:

Checking Acct.	\$ 5,931.55
Savings Acct.	\$ 287.83
MMA	\$22,510.95
Petty Cash	\$ 379.69
<u>Pending Visa Pymt. (-)</u>	<u>\$ 139.90</u>
TOTAL	\$28,970.12

- Motion by Julie Hill to accept the January 2024 Treasurer's Report as submitted. Support by Carlos Jean-Francois, 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)

- Email dated 01/17/2024 to Board regarding a Home Energy Assistance request for propane.
- \$500.00 refund check from NMU from winter tuition for Aleia Smith (2023 Scholarship awardee). She was unable to attend both semesters at NMU and her winter semester will be done locally at KCC where she is enrolled as a full-time student. The \$500 was sent to KCC on her behalf.
- Thank you from NMCAC for our \$1,500.00 donation this year to the Center.

OLD BUSINESS

- AED Refurbishment Project - The three refurbished AEDs were donated to Cross Country Ski Headquarters, West Higgins Lake Hardware, and the South State Park Store on 01/22/24. All business owners/operators were very appreciative of the donated equipment and received a quick tutorial on how they work. They will in turn train their employees in case the AEDs needed to be used on a cardiac arrest patient. An article was published in the GAPS February 2024 Newsletter and will be printed in the Houghton Lake Resorter and Up North Voice newspapers.
- The 2024 ACT NOW Calendar has been finalized and copies printed for today's meeting for disbursement. The Calendar was also emailed in an electronic format.

NEW BUSINESS

- We are on the calendar at Fred's for the Bowling Tournament Fundraiser for Saturday, April 13th starting at Noon (with registration beginning at 11:30 am). We can start setting up about 11:00 am. Event page and advertising will begin on 02/14/24 and letters will be mailed out to past lane sponsors, donors, and team participants that day also. We will keep all the prize money, registration fees, etc. the same as last year.
- Motion was made by Eric Muszynski, support by Carlos Jean-Francois, to pay the \$15.00 raffle license fee to the State of Michigan for the 50/50 raffle for the bowling event. All in favor, none opposed, motion carried. Julie has the application prepared and will be signed by Chair John Ellis today and will be mailed with the check.
- We were approached by the owner of the North Winds Pizza & Subs that he would like to host a Coffee With A Cop at his restaurant and coordinate it with a free community Firearms Safety class that he is arranging with Guardian Defense. We have set the date for Saturday, March 9th from 9-11:00 a.m. We were told that he has coffee and specialty coffees that he can provide, and that TK (Got Your Six) is interested in providing donuts for the event as well. ACT NOW agreed to pay for the coffee at our last meeting. Julie has created a simple Facebook event page and will add to it once all the details have been shored up. Julie will create a flyer to post in the community, add information to Township electronic signs and have the event added to the Chamber events website.
- Conversation has come up at the PD about the ACT NOW community members at large that serve on the Executive Board. The Bylaws currently state that there needs to be one community member from each GAP (1, 2 and 3). This restricts the possibility of having more than one citizen interested in running for those positions and filling vacancies is often more difficult with the geographical restrictions in place. It was discussed at today's meeting and all in attendance felt that we should change the Board of Directors section of the ACT NOW Bylaws to reflect three members from the community at large instead of specifying one to represent each of the three GAPS. It was agreed that all the community members at large must reside in Gerrish Township. John Ellis made a motion that the ACT NOW Bylaws be amended under Article I, Section 1.3 and Article VII, Section 7.1 to reflect that the three (3) members from the community at large (one to represent each of Gerrish Township's three GAPS) be amended to three (3) members from the Gerrish Township community at large. Support by Carlos Jean-Francois, all in favor, none opposed, motion carried. Julie will make the amendments to the Bylaws dated 02/02/2024.

CERT UPDATE (Bob Barber)

- On 01/15/2024, Bob and Mike updated CERT backpacks for the five students that will be taking the CERT 20-hour Basic Course. Bob and Mike plan to attend those classes if available and Mike will be assisting with instructing. Some of the classes had to be re-scheduled due to unplanned absences and the entire course that was supposed to be completed on 02/05/24 is going to be pushed back a bit to allow for make-up classes.
- Three volunteers attended the Tip Up Town parade on 01/20/24 and 6 volunteered for the Food Truck Distribution on 01/27/24. The next Food Truck is scheduled for 02/24/24.
- There is an Emergency Management meeting scheduled at the County for 02/26/24 that Bob and Mike plan on attending. There is also a Region 7 Zoom meeting coming up in February which Mike is planning on attending.
- CPR Renewal is scheduled for CERT members needing it on March 5th and March 7th. Bob will send out information if you are currently due to renew your certification.
- The annual Pipeline Training is scheduled for 03/12/24 at the Grayling Eagle's Club with a lunch and dinner session. Bob will send out information on this event.
- There are several items of interest for CERT members coming up in April and Bob will send that information out to all CERT members via a group email.

OTHER BUSINESS/ANNOUNCEMENTS

- Lt. Muszynski announced that the welding work on the scrap metal trailer was completed by Jim's Collision and the trailer has been put back into the PD Impound Lot for winter storage. We will not receive an invoice as Steve Witt has donated the labor to weld the tie-down rings onto the trailer (we provided the hardware). Julie will send them a thank you/receipt.

NEXT REGULAR EXECUTIVE BOARD MEETING

- Next Executive Board Meeting will be March 1, 2024 at 10:00 a.m. at the Gerrish Township PD.

There being no further business to discuss, Ralph Rowland made a motion to adjourn the meeting, support by Eric Muszynski, all in favor, none opposed. Chair John Ellis adjourned the meeting at 11:02 a.m.

Respectfully Submitted,

Julie Hill

Julie Hill, ACT-NOW Secretary