

A.C.T. – N.O.W.
Advisory Community Team – Neighbors On Watch
EXECUTIVE BOARD MEETING MINUTES
October 3, 2025

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

Members Present: John Ellis, Mike Briggs, Julie Hill, Bob Barber, Ralph Rowland, Stanley Baysdell, Patrick Mrosz, Officer Zachary Stachurski, Chief Eric Muszynski
Absent: Carlos Jean-Francois, Sharon Zacny

MINUTES

- Julie Hill presented the published meeting minutes from the September 5, 2025 Executive Board meeting. Bob Barber made a motion to accept the minutes as published, support by Ralph Rowland. All in favor, none opposed, motion carried.

TREASURERS REPORT

- Treasurer Bob Barber submitted the following published report for SEPTEMBER 2025 (3rd month of the 2025-2026 fiscal year) SEE ATTACHED REPORT:

Checking Acct.	\$19,419.24
Savings Acct.	\$ 287.83
MMA	\$16,171.03
CD	\$10,067.93
Petty Cash	\$ 198.97
TOTAL	\$46,145.00

- Motion by Julie Hill to accept the September 2025 Treasurer's Report as submitted. Support by John Ellis, all in favor, no one opposed, motion carried.
- Bob also presented an updated 2025-2026 Budget Spreadsheet (attached).
- Motion made by Julie Hill to transfer \$2,000.00 from the General Fund to the Scholarship Fund so that it is funded for 2026 Scholarship Awards. Support by John Ellis, all in favor, none opposed, motion carried.

CORRESPONDENCE

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

- N/A

OLD BUSINESS

- New Scrap Metal Trailer Project Update – Chief's grant application with the Roscommon Rotary Club was approved and he has received the \$2,500.00 requested. Julie submitted the Roscommon County Community Foundation grant application for \$4,000.00 by the 10/01/25 deadline and we should hear something back from them soon. The current project fund now has a balance of \$5,000.00. Motion was made by Stanley Baysdell to arrange the purchase of the new scrap metal trailer from USA Trailer Sales in Grayling. Support by Ralph Rowland, all in favor, none opposed, motion carried. Pat Mrosz will

follow up with the sales representative at USA Trailer Sales to verify price, may need a new quote, and to purchase the trailer. Julie will provide a State Sales Tax Exempt Certificate for him.

- 17th Annual Trunk or Treat Update – 9 vehicles pre-registered so far. Candy donation boxes have been set out at Twp. Office, PD, FD, and Cut River Grille. Committee met on 09/10/25 and all tasks have been assigned. Will meet again on 10/24/25 at 10:00 am at the PD for final review and assignment for complex layout with CERT and for traffic and pedestrian control. Discussed last year's expenses as we will need to have motion(s) for candy and prize purchases, cider and donuts purchase from Walmart and volunteer lunch for day of event. We have plenty of napkins and cups from last year. Sign up sheet is on the board in the PD meeting room. Also discussed purchase of corrugated plastic yard signs with wire stakes to be used every year for two lead-in Handicap Parking and two lead-in Vehicle Registration. Motion was made by John Ellis for \$3,000.00 to cover expenses for this year's Trunk or Treat to include candy, prizes, cider, donuts, volunteer lunch, and signs and that Treasurer transfer the \$3,000.00 from the General Fund to the Trunk or Treat Fund. Support by Ralph Rowland, all in favor, none opposed, motion carried.
- Park & Recreation Donation for Playground Equipment Update – Discussed \$3,000.00 donation that was approved at last month's meeting. The P&R committee did not receive the entire amount from a Roscommon Rotary grant, so they are holding on the purchase of the equipment until next Spring. Motion was made via a group email by Mike Briggs that we hold the funds until they are needed in the Spring. Support by Bob Barber, all in favor, none opposed, motion carried.

NEW BUSINESS

- Discussed the dissolution of Grayson's Gift 501(c)(3) non-profit organization that was set up in 2016 through the Gerrish Fire/EMS Department. The organization met on 09/30/25 and has decided to dissolve the organization. Funds must go to a local government agency (Gerrish Township) for public purposes according to the Bylaws of the organization. They would like to direct the funds to then go to ACT NOW to hold and disburse for community medical and ADA needs. Motion was made by John Ellis to accept the funds from the Township from the dissolution of Grayson's Gift and establish a "Medical Assistance Fund" within ACT NOW for future use specific to these needs. Support by Zachary Stachurski, all in favor, none opposed, motion carried.
- Kids Helping Kids 2025 Program Update – There are 69 kids currently part of the Foster system for Roscommon County and 29 licensed homes (families). These numbers are up from last year by 25%. The program will run the same as it has in the past, the committee met on 09/12/25 with funding requests from the regular program partners. See the Kids Helping Kids Program brochure for information on the program including partners, funding, committee members, origins, and history. The committee is reaching out to see if ACT NOW would donate the same amount as they did last year (\$2,500) to support the program. Motion was made by Mike Briggs that ACT NOW donate and move \$2,500.00 from the General Fund to the Kids Helping Kids Fund. Support by John Ellis, all in favor, none opposed, motion carried. They will also be holding a wrapping paper drive and drop boxes for donations will be at the Gerrish Main Office, Gerrish PD, and a couple other locations in Houghton Lake.

- Shop-With-A-Cop Program 2025 Update – Applications will go out to the schools at the end of October with a deadline for submission of 11/24/25 (Monday before Thanksgiving). Agreed to provide for seven families, may be adjusted depending on the number of qualified applicants once they are vetted by PD. Wrap Party will be held on 12/15/25 at 5:00 pm at the PD (will have a volunteer sign-up sheet posted next month). Decided to provide finger foods for the Wrap Party like last year. Julie will mail out solicitation letters specifically to our SWAC supporters in November.

CERT UPDATE (Bob Barber)

- 9 members attended the Evacuation quarterly training on 09/06/25 from 9:00 am to Noon at Gerrish Twp. complex. One person submitted for mileage reimbursement as travel throughout the Township was part of the training. Mike Briggs made a motion that reimbursement to Mary E. be at .70 cents per mile for 23 miles (\$16.10) instead of the much lower non-profit organization reimbursement set by the IRS. Support by Julie Hill, all in favor, none opposed, motion carried.
- 6 volunteers assisted with the Annual Law Enforcement Torch Run on 09/09/25.
- 1 volunteer assisted at the Michigan Firemen's Memorial Festival Light Parade on 09/19/25 and 1 volunteer attended for the daytime parade on 09/20/25.
- Had 6 volunteers for the Food Truck on 09/27/25, next Food Distribution is 10/18/25.
- Upcoming events are 10/17/25 - Roscommon High School Homecoming Parade at 5:00 pm and 10/30/25 - Trunk or Treat with a 3:45 pm briefing at the PD.
- 11/06/26 will be the final quarterly meeting (Volunteer Reception) at 6:00 pm at the Gerrish Twp. PD. Mike will attend the Roscommon Community Emergency Management meeting on 11/13/25 via Zoom.

OTHER BUSINESS/ANNOUNCEMENTS

- N/A

NEXT REGULAR EXECUTIVE BOARD MEETING

- Next Executive Board Meeting will be 11/07/25 at 10:00 a.m. at the Gerrish Township PD.

There being no further business to discuss, Mike Briggs made a motion to adjourn the meeting, support by Zachary Stachurski, all in favor, none opposed. Chair John Ellis adjourned the meeting at 11:15 a.m.

Respectfully Submitted,

Julie Hill

Julie Hill, ACT-NOW Secretary