



**Board of Trustees Meeting
February 8, 2023 3:00-5:00 PM**

**City Hall-Conference Room 122
203 S. Troy St.
Royal Oak, MI 48067**

Agenda

Opening-

1. Call to Order/Welcome Guest(s)
2. Public comment
3. Agenda adoption
4. Consent Agenda
 - Minutes approval – [January 11, 2023](#)
 - Financials receive and file – [ending January 31, 2023](#)
 - [Director's Report](#)
 - Payables – approval request
 - \$100 from Andrew Mirasol to the Royal Oak Animal Shelter
 - \$556.36 Friends of the Royal Oak Police Fire and EMS

Topics and Presentations

5. Presentation and Discussion regarding the Arboretum Grant from the Erb Family Foundation

Unfinished business

6. Update on executive director transition
7. Update on IRS 990-EZ
8. Update on marketing services provided by Chris Bower
9. Five years' goals and annual calendar quick review
10. Report on year-end campaign
11. Continue fundraising discussion- Hamer Finch Wilkins Park, Lunch & Learn RMDs

New business

12. Election of officers
13. Next meeting agenda development- (March 8, 2022)

Parking Lot

- City signage (e.g. banner policy for non-profits)
- Soliciting donations from city vendors discussion
- Consider requiring a small admin fee from all pass-through grants
- City Attorney/Kitch/Rehmann- status of staff compensation/MOU
- Royal Oak branded merchandise sales (define project, priority/timing)
- Additional policies to consider: Investment policy (following financial set-up completion)
- Logo use/style guide rules
- What technical assistance and services should/can we provide legacy groups?
- Royal Oak city staff interface: chart functions and additional relationship development
- Donations by cannabis related businesses.