



## Agenda

Royal Oak Civic Foundation Board of trustees Meeting

August 14, 2024, 3:00-5:00 p.m.

City Hall - 122  
203 S. Troy Street  
Royal Oak, MI 48067

1. Call to order/welcome guests/introductions (5 minutes)
2. Public comment
3. Agenda Adoption
4. Consent agenda
  - A. Approve July minutes <https://www.romi.gov/DocumentCenter/View/39088/July-10-2024-ROCF-Meeting-Minutes>
  - B. Financials receive and file  
<https://www.romi.gov/DocumentCenter/View/39089/Financial-Package-June-2024-Posted>
  - C. Approve disbursements
    - City of Royal Oak (Directed Donations July 2024) \$375 Animal Shelter
    - State of Michigan (LARA Non-Profit) \$20
    - Jonathan Witz & Associates (ABE5th set up) \$5,000
5. Five year plan (25 min.)
6. Arts Beats and Eats on 5<sup>th</sup> (25 min.)
  - A. Sponsor status - All
  - B. Ticket sales
  - C. Charity beneficiaries - Collens
  - D. Operations
7. Administrative issues (25 min.)
  - A. Directors and officers insurance
  - B. LARA
8. Committee reports (25 min.)
  - A. Governance - Fike
  - B. Fundraising/stewardship/grants - Collens and Sears
  - C. Finance - Neubecker
  - D. Marketing - Bowers
  - E. Operations - Lyons Bricker

## Parking Lot

- A. Additional policies to consider: Investment policy (following financial set-up completion), Gift Acceptance Policy, 3rd Party Fundraising, Pass Through Policy and Practice
- B. Partnering with Service Clubs (Rotary for example, Animal Shelter Friends, etc.)
- C. Royal Oak branded merchandise sales {define project, priority/timing}
- D. City Attorney/Kitch/Rehmann- status of staff compensation/MOU
- E. Royal Oak city staff interface: chart functions and additional relationship development
- F. Constant Contact Discussions