



Board of Trustees Meeting
Feb 14, 2024, 3:00-5:00 PM

City Hall-Conference Room
116 203 S. Troy St.
Royal Oak, MI 48067

Agenda

Opening-

1. Call to Order/Welcome Guest(s)/Introductions
2. Public comment
3. Agenda adoption
4. Consent Agenda
 - Minutes approval – [Jan 10, 2023](#)
 - Financials receive and file – [Ending Jan 31](#)
 - [Director's Report](#)

Unfinished business

5. Bookkeeping update Quick Books
6. Executive Director availability/time
7. Update on ABE5 2024 Event
 - a. Location/city street project/construction
 - b. Interest from non profits?
 - c. committees
 - d. next steps
8. Donations in memory of Pat Paruch Family's updated wishes/plan
9. Rehmann or other accountant decision required

New business

10. Officer Elections
11. Requests for Donations Policy
12. Online Marketing Review – Chris Bowers/Gatsby Discussion email
13. Five Year Plan/ Strategic Planning
14. Next meeting agenda development- (March 13, 2024) Include Strategic Planning

Parking Lot

- A. Additional policies to consider: Investment policy (following financial set-up completion), Gift Acceptance Policy, 3rd Party Fundraising
- 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 branded merchandise sales (define project, priority/timing)
- F. Royal Oak city staff interface: chart functions and additional relationship development
- G. Constant Contact Discussions