



Board of Trustees Meeting
March 13, 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 – [February 2024](#)
 - Financials receive and file – [Ending February 29 2024](#)

Unfinished business

5. Update on ABE5 2024 Event
 - a. Jon Witz update
 - b. Interest from non profits update
 - c. Committees
 - d. Next steps
6. Bookkeeping update Quick Books
7. Executive Director availability/time

New business

8. Discussion on Pass Through – “Mere Conduit”
9. Committee updates
 - a. Finance
 - b. Governance
 - c. Marketing
 - d. Fundraising and Stewardship
 - e. Operations
10. Five Year Plan/ Strategic Planning/Calendar Updates
11. Next meeting agenda development- (April 10, 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