



## Agenda

### Royal Oak Civic Foundation Board of trustees Meeting

September 11, 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 [August minutes](#)
  - B. [Financials receive and file](#)
  - C. [Approve disbursements](#)
    - City of Royal Oak \$425 Directed Donations
    - Jonathan Witz & Associates \$24,013.81
    - Chris Bower \$100 Reimburse Constant Contact Fees Paid
    - Police Charity Golf Outing \$5000 Directed Donation/Sponsorship from Corewell
5. Review [monthly calendar](#) (monthly) - 15 minutes
6. Member communication
  - A. Communication with the Member (monthly).
  - B. Develop annual report to Member and schedule meeting in October - 25 minutes
7. [Finish strategic plan](#) - 45 minutes
8. [Arts Beats and Eats on 5th report](#) - 30 minutes
9. Shop with a hero
10. Committee reports 15 min.
  - A. Governance - Fike
  - B. Fundraising/stewardship/grants - Collens and Sears
  - C. Finance - Neubecker
  - D. Marketing - Bowers
  - E. Operations - Lyons Bricker
11. Adjournment

### 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