

### **NOTICE OF CIVIC FOUNDATION MEETING**

The Royal Oak Civic Foundation will hold a meeting at 3:00p.m. Wednesday, September 9, 2020

On April 1, 2020, Governor Whitmer issued Executive Order 2020-33, which declared both a state of emergency and a state of disaster across the State of Michigan due to the spread of the novel coronavirus (COVID-19). COVID-19 is a new strain of coronavirus that had not been previously identified in humans, can spread easily from person to person, and can result in serious illness or death. To mitigate the spread of COVID-19, to protect the public health, and provide essential protections to vulnerable Michiganders, it is crucial that all Michiganders take steps to limit in-person contact. The critical mitigation measures include social distancing and limiting the number of people interacting at public gatherings. Therefore, the September 9, 2020 Royal Oak Civic Foundation Meeting will be held electronically, in compliance with the Open Meetings Act and Executive Order 2020-154, as issued by Governor Whitmer on July 17, 2020.

Members of the public can watch or listen to the meeting on:

<https://www.romi.gov/523/Live-Stream-and-Video-on-Demand>

Members of the public may participate in the meeting electronically by providing public comment on any civic foundation-related matter, whether on the agenda or not, by leaving a recorded comment at 248-246-3411 between the hours of 1:00p.m. and 2:00p.m. on Wednesday, September 9, 2020. Recorded comments will be played for the civic foundation during the public comment portion of the agenda.

Members of the public can also contact the civic foundation executive director to provide input or ask questions on any business coming before the civic foundation at the meeting via email:

- [Julieb@romi.gov](mailto:Julieb@romi.gov) by 12:30p.m. on September 9, 2020

Anyone wishing to participate in the meeting who is in need of special assistance under the Americans with Disabilities Act (ADA) is asked to contact Carol Schwanger, Executive Assistant to the City manager at 248-246-3203 by 4:30p.m. on Friday September 4, 2020, so that appropriate arrangements can be made.



## Agenda

**Royal Oak Civic Foundation Board of Trustees Meeting**  
**City Hall, 203 South Troy Street, Royal Oak, MI 48067**

**Wednesday, September 9, 2020 at 3:00p.m.**

**Meeting Live-Stream from Commission Room 121**

<https://www.romi.gov/523/Live-Stream-and-Video-on-Demand>

**\*1:00p.m. to 2:00p.m. Public Comment Phone in 248-246-3411 (details listed below)**

1. Call to Order / Welcome
2. Roll Call
3. **Public Comment\***
4. Minutes Approval – July 8, 2020
5. Financials Receive and File – August 30, 2020
6. Agenda Adoption

### **Topics and Presentations**

7. Director's Report
8. Status of 701 Fund Account Creation

### **Unfinished Business**

9. Memorandum of Understanding for Services to the Foundation as 701 Agency Fund
10. Discussion of Postponed Kick-off Event
11. Discussion of Policies for Daily Operations

### **New Business**

12. Upcoming Meetings
13. Set Agenda for Next Meeting

### **Parking Lot**

- *Annual Meeting Date*
- *Develop Vision Statement*
- *Discuss recruiting additional trustees*
- *Catalog current fundraising happening in Royal Oak*
- *Big picture visioning (October meeting)*
  - *Funding process for entities (e.g. engagement to define city/entity needs, entity interviews w/needs assessment, a citizen vote, other, etc.)*
- *Royal Oak city staff interface: chart functions and additional relationship development*
- *Royal Oak branded merchandise sales (define project, priority/timing)*

**\*To participate in public comment please call 248-246-3411 on Wednesday, September 9, 2020 between the hours of 1:00p.m. and 2:00p.m.**

**The chair will open the public comment portion of the meeting and your recorded phone message will be played as part of the meeting broadcast. Public comment will be limited to three-minutes per person.**

- **If you exceed the three-minute limit only the first three-minutes will be played for the meeting broadcast.**
- **If you call in multiple times only your first comment will be played.**