



Board of Trustees Meeting January 12, 2022 3:00-5:00PM

City Hall-Conference Room 122
203 S. Troy St.
Royal Oak, MI 48067

Agenda

Opening-

1. Call to Order/Welcome Guest(s)
2. Public comment*
3. Agenda adoption
4. Consent Agenda
 - [Minutes approval](#) – Dec.8, 2021**
 - [Financials receive and file](#) – December 31, 2021**
 - Director's Report**
 - Payables – approval request:
 - Pass-thru: \$1,233.97 from Jason Yasment to Royal Oak Parks & Recreation- memorial bench program
 - Pass-thru: \$2,200 from Henry Ford Health, divided as follows: \$1,700 to John D. Dingell Department of Veterans Affairs Medical Center and \$500 to the Royal Oak Veterans' Events Committee
 - Pass-thru: \$250 from Tom McGannon to Royal Oak Animal Shelter

Topics and Presentations-

5. Guest: None scheduled

Unfinished business-

6. Resolution for trustees' terms extension review
7. CRM software report
8. Mailing list development report
9. Five years' goals and annual calendar discussion
10. Holiday annual giving campaign report
11. Soliciting donations from city vendors discussion

New business-

12. Officer elections
13. Next meeting agenda development- (Feb.9, 2022)

Parking Lot-

- Consider requiring a small admin fee from all pass-through grants
- City Attorney/Kitch/Rehmann- status of staff compensation/MOU
- Royal Oak branded merchandise sales (define project, priority/timing)
- Funding process for entities discussion
- Additional policies to consider: Investment policy (following financial set-up completion)
- Logo use/style guide rules
- What technical assistance and services should/can we provide legacy groups?
- Royal Oak city staff interface: chart functions and additional relationship development

** Document attached to the trustee meeting packet for pre-reading

***Chair:** As per the Michigan Open Meetings Act, the board requests that members of the public attending the meeting today identify themselves and mention if they would like to speak during the public comment period. However, attendees do not need to give their name to attend this meeting. Attendees who do not wish to introduce

themselves may say, "pass" during introduction period. Speaking though, is one step beyond attending and the board requires individuals to identify themselves if they wish to speak at the meeting. Thank you.