



**Board of Trustees Meeting  
February 9, 2022 3:00-5:00PM**

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

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## **Agenda**

### **Opening-**

1. Call to Order/Welcome Guest(s)
2. Public comment\*
3. Agenda adoption
4. Consent Agenda
  - [Minutes approval](#) – January 12, 2022\*\*
  - Financials receive and file – January 30, 2022\*\*
  - Director's Report\*\*
  - Payables – approval request: None

### **Topics and Presentations-**

5. Guest: Aaron Leal, city attorney, discussion about OMA & FOIA relating to donor information

### **Unfinished business-**

6. CRM software report
7. Community needs/Foundation priorities
8. City signage report
9. Five years' goals and annual calendar discussion

### **New business-**

10. Request to contract CPA services
11. Next meeting agenda development- (March 9, 2022)

### **Parking Lot-**

- Soliciting donations from city vendors discussion
- 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.