

Royal Oak Civic Foundation

February 12, 2020 3:00-5:00 PM

City Hall- Room 309

Agenda

Opening-

1. Welcome
2. Attendance
3. Public comment*
4. Minutes approval – January 8, 2020**
5. Financials receive and file -- January 2020**
6. Agenda adoption

Topics and Presentations-

7. Director's report**
8. Mark Liss – Status: 501 (c) 3 & Charitable Solicitation License submissions and MMRMA trustee insurance coverage adequacy
9. Operational relationship discussion – Guest: Finance Dept.- Julie Rudd, finance director
10. City Strategy/Planning meeting-report by Shar Douglas
 - Big picture visioning:
 - City commission's vision for foundation work/their role

Old business-

11. Review OCC students' ROCF branding/logo ideas-first draft

New business-

12. Set agenda for next meeting

Parking Lot-

- Royal Oak city staff interface: chart functions and additional relationship development
- Questions for Kitch
 - When we have grant funds to give away can they come from a city GL account or must the grant come from our separate ROCF bank account?
- Big picture visioning:
 - funding entities process (Address this at March meeting) (e.g. engagement to define city/entity needs, entity interviews w/ needs assessment, a citizen vote, other, etc.)
- Catalog current fundraising happening in Royal Oak
- Create policy on acceptable donors
- Continue discussion of foundation's primary depository bank
- D&O Insurance recommendation
- Recruiting additional trustees
- Royal Oak branded merchandise sales (define project, priority/timing)

** Document attached to meeting packet for pre-reading

***Chair:** "The board would appreciate having the members of the public attending the meeting today identify themselves and mention if they would like to speak during the public comment period. However, you do not need to give your name to attend this meeting. When the time comes to introduce yourself and you do not want to, just say, "pass". " (Speaking is one step beyond attending and a board may establish a rule requiring individuals to identify themselves if they wish to speak at the meeting.)