



Board of Trustees Meeting July 13, 2022 3:00-5:00 PM

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](#) – May 11, 2022** (June meeting was canceled)
 - Financials receive and file – [May 31, 2022](#) & [June 30, 2022](#)**
 - Director's Report**
 - Payables – approval request:
 - Check: \$15.00 to Inter Club Council for annual dues
 - Check: \$4,056 to Blackbaud for CRM software annual fee
 - Pass-thru: \$1,446.45 from Olivia Eddy to Royal Oaks Parks & Recreation-memorial bench program

Topics and Presentations-

Unfinished business-

5. FY22-23 Draft Budget discussion
6. Community needs and funding discussion – identify process
7. Prospective trustee discussion-marketing executive
8. Five years' goals and annual calendar discussion

New business-

9. Next meeting agenda development- (Sept. 14, 2022. (No Meeting in August))

Parking Lot-

- CPA assistance – status
- City signage (e.g. banner policy for non-profits)
- 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)
- 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 the 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.