

NOTICE OF CIVIC FOUNDATION MEETING

The Royal Oak Civic Foundation will hold a meeting at 3:00p.m. Wednesday, February 10, 2021

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. Conducting the February 10, 2020 Royal Oak Civic Foundation Board of Trustees meeting in person would risk the personal health or safety of members of the public and/or the civic foundation board of trustees members. Therefore, the meeting will be held electronically, in compliance with PA 228 and PA254 of 2020 and procedures established by the Royal Oak City Commission.

Members of the public can participate in the meeting on Zoom Webinar using meeting

ID 845 9064 2654 and password 683656

- **Online** <https://us02web.zoom.us/j/84590642654?pwd=L1hhRko2anI2OEVhTTVvY3BXL3JCUT09>
- **iPhone:** 1 929 205 6099 or 1 301 715 8592
- **Phone:** 1 929 205 6099 or 1 301 715 8592 or 1 312 626 6799 or 1 669 900 6833 or 1 253 215 8782 or 1 346 248 7799

Members of the public can contact members of the civic foundation board of trustees to provide input or ask questions on any business that will come before the civic foundation board of trustees at the meeting by noon on Tuesday, February 9, 2021 via e-mail as follows:

- Julieb@romi.gov

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 noon on Monday, February 8, 2021, so that appropriate arrangements can be made.



Agenda
Royal Oak Civic Foundation Board of Trustees Meeting
Wednesday, February 10, 2021 at 3:00p.m.
Zoom Webinar
ID 845 9064 2654 and password 683656

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1. Call to Order / Welcome
2. Roll Call
3. Public Comment
4. Minutes Approval –January 13, 2021
5. Financials Receive and File – January 30, 2021
6. Agenda Adoption
7. Payables – Request Approval to Pay
 - a. \$500 Ethan Martin Brand/Logo Creation
 - b. \$5,000 Allen Family Foundation pass through to Animal Shelter

Topics and Presentations

8. Director's Report
9. City Attorney's Report

Unfinished Business

10. Kitch|Rehmann Status of Accounting Set-up and Review of Memo or Understanding
11. Kick-off Event and Fundraiser Report
12. Third Party Fundraising Policy Discussion
13. City Commission Community Priorities Summary Discussion

New Business

14. Big Picture Visioning
15. Funding Process for Entities Discussion
16. Gift Acceptance from Specific Industry(ies) Discussion
17. Next Meeting Agenda Development

Parking Lot

- *Consider Independent Bank Account for Amazon Smile Acct, etc.*
- *Additional Polices to Consider (March Meeting)--Investment Policy (following financial set-up completion)*
- *Catalog Current Fundraising Happening in Royal Oak*
- *Royal Oak city Staff Interface: chart functions and additional relationship development*
- *Royal Oak Branded Merchandise Sales (define project, priority/timing)*