

### **NOTICE OF CIVIC FOUNDATION MEETING**

The Royal Oak Civic Foundation will hold a meeting at 3:00p.m. Wednesday, March 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 March 10, 2021 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 828 1523 2082 and password 612037**

- **Online** <https://us02web.zoom.us/j/82815232082?pwd=V3BTZlhjTmc3Z2ZzYXVNZS9hbHpBUT09>
- **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, March 9, 2021 via e-mail as follows:

- [Julieb@romi.gov](mailto: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, March 8, 2021, so that appropriate arrangements can be made.



**Agenda**  
**Royal Oak Civic Foundation Board of Trustees Meeting**  
**Wednesday, March 10, 2021 at 3:00p.m.**  
**Zoom Webinar**  
**ID 828 1523 2082 and password 612037**

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1. Call to Order / Welcome
2. Roll Call
3. Public Comment
4. Minutes Approval – [February 10, 2021](#)
5. Financials Receive and File – [February 28, 2021](#)
6. Agenda Adoption
7. Payables – Request Approval:
  - a. Pass through \$15,000 Beaumont Health to Mahany-Meiningger Senior Community Center (Second Half Senior Transport)
  - b. Pass through \$15,424 Beaumont Health to Mahany-Meiningger Senior Community Center (A.G.E. Program)
  - c. Pass through \$250 Stefanie and Matt Murphy to the Public Library
  - d. Pass through \$2,500 Beaumont Health to Community Publishing and Marketing (First Quarter Centennial Celebration Public Outreach)
  - e. Pass through \$100 Anne Hoyt to Blessing in a Backpack (Fight Local Hunger Campaign)
  - f. Pass through \$200 Church of the Holy City to Open Hands Food Pantry (Fight Local Hunger Campaign)

**Topics and Presentations**

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

**Unfinished Business**

10. Kitch / Rehmann – Status of Accounting Set-up Decision
11. Fundraiser Report and Discussion
12. Big Picture Visioning
13. Funding Process for Entities Discussion
14. Gift Acceptance from Specific Industries

**New Business - TBD**

15. Trustee Recruiting - Discussion of Job Description and Application Drafts
16. Next Meeting Agenda Development

**Parking Lot**

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