

Royal Oak Civic Foundation Board of Trustees
Approved Minutes of meeting on March 10, 2021

Legacy groups definition: City functions supported in the past by the ROOTS fund: Animal shelter, library, nature society, parks & recreation, seniors, commission for the arts, historical commission (Starr House), public safety.

Opening

1. Welcome Chairman McGannon called the meeting to order at 3:12 p.m. and called the roll

2 Attendance Trustees present: Thomas McGannon, Alex Fike, Peter Provenzano
Also present: Executive Director Julie Lyons-Bricker, Royal Oak staff attorney Mark Liss.

3. Public comment

There was no public comment.

4. Approve past minutes

Motion to approve the February 10 minutes by Fike, seconded by Provenzano; approved unanimously

5. Financials

Report as submitted.

6. Approve agenda

Motion to approve the agenda with addition of Royal Oak Today Magazine ad (new 16, renumber as follows) by Fike, seconded by Provenzano; approved unanimously.

7. Payables

Motion by Fike, seconded by Provenzano to approve the following items:

- Pass-thru: \$15,000 from Beaumont Health to the senior center (for 2nd half senior transport).
- Pass-thru: \$15,434 from Beaumont Health to the senior center (for A.G.E program).
- Pass-thru: \$ 250 from Stefanie and Matt Murphy to the RO Public Library.
- Pass-thru check: \$2,500 from Beaumont Health to Community Publishing and Marketing (for city's Q1 Centennial Celebration public outreach ad)(total donation is \$10,000- to support four advertising expenses during the year).
- Pass-thru check: \$ 100 from Anne Hoyt to Blessings in a Backpack (Fight Local Hunger campaign).
- Pass-thru check: \$ 200 from Church of the Holy City to Open Hands Food Pantry (Fight Local Hunger campaign).
- Pay \$15 for Inter Club Council for annual membership.

Motion was approved unanimously.

Topics and presentations

8. Director's report

As filed.

9. City attorney's office

Liss submitted the agreement with logo designer Ethan Martin with changes approved in January, under review by interim City Attorney. If approved, it will be sent to City Commission for review.

Liss shared Charter notation regarding permission for charitable causes, which does not explicitly provide permission, though it is allowed per state law. Advanced to Charter Review Board. If approved throughout process (includes state review), would be on November 2021 ballot. Even if ballot initiative failed, it would still be allowed (as it is not disallowed).

Unfinished business

10. Kitch/Rehmann

Opinion still pending.

11. Kickoff event and fundraising report: The three charities have raised \$12,025 (without match). All organizations met the match of \$2,500 each. Issue with Facebook “nonprofit donation button” and associated \$733 working for resolution. Expect funding after April 15, 2021 from PayPal Giving Fund (associated with GoFundMe) and Network For Good (associated with Facebook). Conversation regarding covering processing fees.

Motion by Fike, seconded by Provenzano, to approve disbursement of the “match” of \$2,500 for:

- Open Hands Food Pantry in Royal Oak, MI
- The Salvation Army, Royal Oak Citadel
- Blessings in a Backpack – Royal Oak, MI

Motion approved unanimously.

12. Big picture visioning

We investigated two funding directions.

- COVID/needs - McGannon talk with the senior center director – none needed.
- Douglas will investigate the needs of Centennial Park – absent, conversation related to needs.

Request for City Manager, DPW Director, Parks & Recreation staff to attend next meeting for additional context.

13. Funding Process

Leverage “five items” to review and prioritize over next three years.

14. Gift acceptance from specific industries

Conversation regarding current policy as well as federal and state law. Conversation concluded.

15. Trustee recruiting

Interest from community members in joining ROCF as a Trustee has precipitated creation and review of a job description and an associated survey to assess talent.

Motion by Fike, seconded by Provenzano to adopt the job description and talent survey and leverage a process of sending these documents, meeting with individuals, unanimous.

16. Royal Oak Today Magazine ad

Tabled in the interest of time.

17. Agenda for next meeting

- (Topics and Presentation) Big picture visioning – narrow focus including City Manager, DPW and Parks and Recreation staff
- Kick-off fundraiser update.
- Funding process for entities
- “The First Three Years”

Motion to adjourn by Provenzano, seconded by Fike; approved unanimously.

Minutes by Vice Chair Alex Fike