

**Royal Oak Civic Foundation Board of Trustees**  
**APPROVED minutes of meeting on May 12, 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 3:05 p.m. and called the roll

2. Attendance

Trustees present: Sharlan Douglas, Alex Fike, Thomas McGannon, Peter Provenzano

Also present: Executive Director Julie Lyons-Bricker, Royal Oak staff attorney Mark Liss, Royal Oak Animal Shelter Manager Jodie Ellison.

3. Public comment

There was no public comment.

4. Approve past minutes

Motion to approve the April 14, 2021 by Provenzano seconded by Douglas; approved unanimously

Motion to approve the minutes of the April 27, 2021 special meeting by Provenzano, seconded by Fike; approved unanimously

5. Financials

As submitted.

6. Agenda adoption.

Agenda language was modified so that item 12 reads "First five years goals timeline." Motion to approve by Provenzano, seconded by Fike; approved unanimously.

7. Payables. Proposed to pay \$ 150 from Steve and Erin Van Beek Family Giving Fund to the Royal Oak Public Library and \$50 from Edward and Sharon Cattini to Royal Oak Animal Shelter. Motion by Douglas, seconded by Provenzano; approved unanimously.

**Topics and presentations**

8. Director's report: As filed.

9. City attorney's report: Liss had no report yet on details of accounting arrangements with the city. Once that issue is resolved, trustees informally agreed that the board doesn't need Liss to attend every meeting.

10. Big picture visioning with Ms. Ellison.

The animal shelter may obtain a new building. With or without that, they could use a vehicle and a freezer. If they stay in the old building they need a new roof, fencing, concrete play area and driveway. There is an ongoing need for training, conferences and professional memberships for staff. She will send

a list. She envisions animal control as an education and outreach agency. Ellison would like to join the Michigan Pet Alliance which can provide educational videos for the public. The city pays for minimal staff, building maintenance, food and medical care.

Lyons Bricker will schedule subsequent presentations by the nature society, commission for the arts, historical commission, public safety and library.

11. Kitch/Rehmann – Liss covered this in item 9.

12. [First five years' timeline](#). Trustees refined plans for 2021-2022 and will keep this on the agenda for continuing discussion.

13. Board recruitment – Fike hopes to have recommendations at next meeting.

### **New business**

14. Branded merchandise – Provenzano will research this and report back next month.

15. Next meeting agenda, June 9.

1-8 – as before

- City attorney – if necessary. His report could be submitted in writing.
- Big picture visioning – W the nature society or other legacy group if nature society isn't available.
- First five years timeline
- Board recruitment
- Branded merchandise to old business
- Holiday annual giving campaign to new business
- Parking Lot: Add the Kitch Rehman matter

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