

Royal Oak Civic Foundation

March 11, 2020 3:00-5:00 PM

City Hall- Room 309

Agenda

Opening-

1. Welcome
2. Attendance (Guest introductions)
3. Public comment*
4. Minutes approval – February 12, 2020**
5. Financials receive and file – February 2020**
6. Agenda adoption

Topics and Presentations-

7. Director's report**
8. Mark Liss – Status: MMRMA trustee insurance coverage adequacy
9. Operational relationship discussion – Guests: Julie Rudd, city finance director, Mike Vecchioni-Kitch law firm, David Gillam, interim city manager/city attorney

Old business-

10. Next steps for a financial services agreement letter between the city and the ROCF
11. Review OCC students' ROCF branding ideas-choose top three logos and any edits for students

New business-

12. Homework request:
 - Help identify current fundraising activities serving ROCF eligible entities defined last month as: animal shelter, library, nature society, parks & recreation, seniors, commission for the arts, historical commission (Starr House), & public safety
 - Use thought starter handout to consider mission statement language (for April meeting)
13. Set agenda for next meeting

Parking Lot-

- Big picture visioning: (April meeting)
 - mission and vision statement development
 - funding process for entities (e.g. engagement to define city/entity needs, entity interviews w/ needs assessment, a citizen vote, other, etc.)
 - catalog current fundraising happening in Royal Oak
- D&O Insurance recommendation
- Royal Oak city staff interface: chart functions and additional relationship development
- Create policy on acceptable donors
- Continue discussion of foundation's primary depository bank
- Recruiting additional trustees
- Royal Oak branded merchandise sales (define project, priority/timing)

** Document attached to meeting packet for pre-reading

***Chair:** "The board would appreciate having the members of the public attending the meeting today identify themselves and mention if they would like to speak during the public comment period. However, you do not need to give your name to attend this meeting. When the time comes to introduce yourself and you do not want to, just say, "pass". " (Speaking is one step beyond attending and a board may establish a rule requiring individuals to identify themselves if they wish to speak at the meeting.)