

**Royal Oak Civic Foundation Board of Trustees**  
**Approved Minutes of meeting on February 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 3:10 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.

3. Public comment

There was no public comment.

4. Approve past minutes

Motion to approve the January 13 minutes by Fike, seconded by Provenzano; approved unanimously

5. Financials

Report as submitted.

6. Approve agenda

Motion to approve the agenda by Douglas, seconded by Provenzano; approved unanimously.

7. Payables

Motion by Fike, seconded by Provenzano to approve \$500 to logo designer, contingent on receiving all deliverables and his signature on the agreement, and \$5,000 transfer to the animal shelter fund.

**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.

**Unfinished business**

10. Kitch/Rehmann opinion still pending. Draft memorandum of agreement with the city still appears acceptable to the trustees.

11. Kickoff event and fundraising report: The three charities have raised \$5,170 so far.

12. Third party fundraising policy: Motion by Douglas, seconded by Provenzano to approve the document as discussed; approved unanimously.

13. City commissioner's priorities – As submitted.

**New business**

14. Big picture visioning – We will investigate two funding directions.

- COVID/needs - McGannon talk with the senior center director, Lyons Bricker will talk with Judy Davids.
- Douglas will investigate the needs of Centennial Park

15. Funding Process – At the next meeting, trustees will discuss how and to what extent community engagement will drive the foundation's agenda.

16. Gift acceptance from specific industries (especially marijuana businesses): Should we have a policy on who we'll accept money from?

17. Agenda for next meeting

- Kitch/Rehmann decision
- Kickoff event update
- Big picture visioning – narrow focus
- Funding process for entites
- Gift acceptance from specific industries.

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