

DWELLING PLACE OF GRAND RAPIDS

GOVERNANCE SUB-COMMITTEE

May 21, 2019

Approved June 18, 2019

MEMBERS PRESENT Annamarie Buller, David Byers, Juan Daniel Castro, Holly Jacoby (via phone), Rick Stevens, Larry Titley

MEMBERS ABSENT LaTarro Traylor

STAFF & GUESTS PRESENT Julie Burmania of HR Collaborative
Zoe Post, Dennis Sturtevant

The meeting was convened at 9:01 AM by Juan Daniel Castro.

APPROVAL OF MINUTES **Minutes of the Governance Sub-committee meeting of April 16, 2019 were approved by motion of Rick Stevens, supported by Larry Titley and carried unanimously.**

REVIEW OF GOVERNANCE DOCUMENTS The Sub-committee reviewed the updated conflict of interest policy and agreed to allow gifts if under \$100 or sponsoring an event that benefits the entire Dwelling Place staff and/or Board. **The Sub-committee recommended the Conflict of Interest Policy, with these edits, to the Board of Directors for approval.**

BOARD RECRUITMENT WORKPLAN REVIEW Ms. Burmania described updates to the Board Recruitment Plan. The Sub-committee discussed gathering a matrix of community partners that can be updated annually and used as a starting point for future recruiting. Additional edits to the document are as follows:

Section 3

- Include a comprehensive list of possible participants in candidate interviews rather than specific individuals.
- The Board will vote on a slate of candidates; Board members may pull out names for further discussion.

Section 4

- Use skills matrix to identify essential areas of knowledge for full Board participation and provide a list of relevant enrichment opportunities.

Other

- Review of this document will be a standing item on the Governance Sub-committee agenda, and the Chair and CEO will meet annually to recommend updates and changes.

BOARD & COMMITTEE CANDIDATE OUTREACH The Sub-committee added Mike Reagan to the potential Board candidates list and decided to contact Sadie Erickson, Chelsea Shaefer, and Gil Segovia to discuss joining the Board. Ms. Buller will also confer with committee chairs about membership needs to guide recruitment for these committees.

ADJOURNMENT The Governance Sub-committee meeting was adjourned at 10:32 AM by Juan Daniel Castro.