

DWELLING PLACE OF GRAND RAPIDS

GOVERNANCE SUB-COMMITTEE

June 18, 2019

Approved July 16, 2019

MEMBERS PRESENT	Annamarie Buller, David Byers, Juan Daniel Castro, Holly Jacoby, Rick Stevens, Larry Titley
STAFF & GUESTS PRESENT	Zoe Post, Dennis Sturtevant
	The meeting was convened at 9:05 AM by Juan Daniel Castro.
APPROVAL OF MINUTES	<u>Minutes of the Governance Sub-committee meeting of May 21, 2019 were approved by motion of Larry Titley, supported by Holly Jacoby and carried unanimously.</u>
REPORT ON BOARD RECRUITMENT & ONBOARDING PLAN	Ms. Post distributed the reformatted Board Recruitment Plan, which is still in need of some edits. <u>The Sub-committee will send Ms. Post their edits, which she will compile and send to Julie Burmania to review and discuss at the July meeting.</u>
REVIEW OF TASKS COMPLETED TO DATE	Mr. Sturtevant congratulated the Sub-committee on the large body of work completed since its inception: <ul style="list-style-type: none">● Governance Committee Description● Board Orientation Plan● Board Position Description● Mentor Policy● Board Governance Policies revision● Board Meeting Assessment Tool● Board Application
UNFINISHED TASKS	Equity Planning The Sub-committee considered several possible equity initiatives for the Board, including provision of technological equipment and/or training, by-request per diems, and accessibility accommodations. <u>The Sub-committee will create a questionnaire to include in the onboarding process and develop equity guidelines in the Board Recruitment Plan. Specific needs will be addressed on a case-by-case basis, checking in after 6-12 months to ensure new Board members have the tools they need to fully participate.</u> Inclusion Planning The Sub-committee discussed possible team-building events for Board and staff (book clubs, retreats, bowling), and also noted the need for metrics and framework surrounding inclusion initiatives. <u>Mr. Castro will contact Steve Robbins about helping to facilitate this process.</u>
OTHER BUSINESS	The Sub-committee agreed to distribute the Board attendance sheet three times a year starting in February. Board members should maintain a combined 75% attendance rate for Board and Committee meetings.
ADJOURNMENT	The Governance Sub-committee meeting was adjourned at 10:15 AM by Juan Daniel Castro.