

DWELLING PLACE OF GRAND RAPIDS
RESIDENT ENGAGEMENT COMMITTEE

September 23, 2019

Approved November 20, 2019

MEMBERS PRESENT Annamarie Buller, Leah Carpenter, Marvin Thomas, Tommie Wallace

MEMBERS ABSENT Thomas Carpenter

STAFF PRESENT Jessica Beeby, Heather Ibrahim, Zoe Post, Jenn Schaub, Latrisha Sosebee, Dennis Sturtevant, Alonda Trammell

The meeting was convened at 10:06 AM by Ms. Buller.

APPROVAL OF MINUTES **Minutes of the Resident Engagement Committee meeting of August 13, 2019 were approved by motion of Tommie Wallace, supported by Marvin Thomas and carried unanimously.**

REVIEW AND RECOMMENDATION OF UPDATED RECORDS DOCUMENTS The Committee did a final review of the following documents: Resident Engagement Committee Description, Resident Governance Procedures, and Project Evaluation-Selection Criteria. **Motion to recommend these items for Board approval was made by Annamarie Buller, seconded by Marvin Thomas, and carried unanimously.**

Ms. Schaub explained changes made to the Resident Leadership Council (RLC) Structure Template that create a multi-tiered protocol to address actions of an RLC member that do not align with Dwelling Place mission/vision/values. **Motion to recommend this document for Board approval was made by Marvin Thomas, seconded by Tommie Wallace and carried unanimously.**

ANNUAL BUDGET & PROGRAM DEVELOPMENT PROCESS Mr. Sturtevant distributed a draft of the CB&E Budget and Program Development Process aimed at clarifying and simplifying the process and developing a calendar in coordination with the Finance department. CB&E staff would create a plan in response to resident survey results and other property data and present it to the Committee for review prior to Board approval. The Committee expressed some questions about the need for more precise language in the document and that the calendar should have more specific parameters to hold the Committee accountable. **The packet for the next meeting will include tracking metrics and property data to review alongside the budget document.**

ADJOURNMENT The Resident Engagement Committee was adjourned at 11:35 PM by Ms. Buller.