



BOARD OF DIRECTORS ANNUAL PLANNING SCHEDULE

Board Approved: 12.04.2019

FEBRUARY

- Review of Mission and Bylaws
- Conflict of Interest Disclosure Update
- Review of Signing Authority for Financial Accounts
- Review Board Committee Composition
- Update Board Contact Information

APRIL

- Review of Board Governance Policies
- Review of Annual Fund Development Plan
- Nomination of Board Officers

JUNE

- Annual Audit Review
- Election of Dwelling Place of Grand Rapids NPHC Officers
- Appointment/Election of Dwelling Place Foundation Board of Directors and Officers
- Acknowledgement of Retiring Board Members
- Ratify Actions Taken on Behalf of Related Entities

AUGUST

- Review of Personnel Policies
- Review of Diversity, Equity, and Inclusion Plan

OCTOBER

- Initiate CEO Annual Review
- NeighborWorks Reporting Survey

DECEMBER

- Review and Approval of Annual Budget
- Review and Update Strategic Plan
- Establish Annual Board Goals

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DWELLING PLACE PROPERTIES WITH BOARD MEETING ACCOMMODATIONS

1. Reflections Senior Apartments (*Available anytime but tight parking*)
2. Harrison Park Apartments (*Available anytime in 2020*)
3. Franklin Apartments (*Available in 2021*)
4. Herkimer and Commerce Courtyard Apartments (*Available anytime*)
5. Weston Apartments (*Available anytime but tight parking*)
6. Midtown Apartments (*Available anytime but in Holland*)
7. Roosevelt Apartments (*Available anytime but in Muskegon Heights*)
8. St. James Apartments (*Available anytime*)
9. 106 S. Division Avenue Offices (*Available anytime but tight parking*)
10. Ferguson Apartments (*Available in 2021*)

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