

DWELLING PLACE OF GRAND RAPIDS

EXECUTIVE COMMITTEE

May 12, 2020

Committee Approved July 14, 2020

MEMBERS PRESENT Annamarie Buller, David Byers, Juan Daniel Castro, Francine Gaston, Rick Stevens, Larry Titley, Renee Williams

STAFF PRESENT Zoe Post, Dennis Sturtevant

The meeting was convened via video conference at 8:04 AM by Ms. Buller.

APPROVAL OF MINUTES **Minutes of the Dwelling Place Executive Committee meeting of April 7, 2020 were approved by motion of Rick Stevens, supported by Francine Gaston, and carried unanimously.**

COVID 19 UPDATE **Financial Impact to Date**

Rent receivables, as expected, have considerably increased: March was nearly double that of 2019, April nearly three times higher, and May is projected to be even larger. If Dwelling Place's PPP loan is forgiven, payroll costs at all properties will be covered, mitigating the loss. Staff is navigating rent payment plans and/or rent forgiveness for residents using grant funding from United Way to prevent evictions.

Staffing Impact

One staff member has tested positive for COVID-19 and two others are presumptive positive cases; other staff at those properties have been notified that they may have been exposed.

Staff has been participating in weekly calls with management to keep everyone informed and up to date. An organization-wide return to work plan is being drafted. Staff will be able to give feedback on the plan and voice their preferences in a survey. Masks are being gathered for distribution to all staff upon their return to Dwelling Place offices.

Resident/Customer Impact

The Community Building & Engagement Department is attempting to contact every Dwelling Place resident to conduct a needs assessment. Dwelling Place has received positive feedback from residents regarding the reopening of community gardens at a number of properties.

UPDATE FROM CEO SUCCESSION COMMITTEE MEMBERS

The CEO Succession Committee has met twice. Chair Rich Kogelschatz is engaging local and national search firms to invite them to submit a proposal. A timeline and outline of the process is being drafted; when completed, this along with other finalized documents will be shared with the board.

**UPDATE FROM
GOVERNANCE
COMMITTEE ON
BOARD
RECRUITMENT**

Larry Titley and Thomas Carpenter will be leaving the board in June. The Governance Committee has been in contact with Eleanor Moreno, who is interested in joining the board and will be interviewed at the next Governance meeting. Richard Yidana, Marty Clark, and Synia Jordan were also proposed as potential candidates but are either not interested or do not fit the priorities of the board at this time. Mr. Byers named Finance Committee members Angela Sanborn and Troy Stressman as additional possible candidates for the Governance Committee to consider.

**JUNE BOARD
MEETING AGENDA**

The June board meeting agenda will include:

- Finance department smoothing amendment
- Board attendance sheet
- Officer elections
- Board member term renewals
- Audit presentation

ADJOURNMENT

The Executive Committee was adjourned at 9:19 AM by Annamarie Buller.