

DWELLING PLACE OF GRAND RAPIDS
GOVERNANCE COMMITTEE
July 21, 2020
Committee Approved August 18, 2020

MEMBERS PRESENT Annamarie Buller, David Byers, Juan Daniel Castro, Holly Jacoby, Rick Stevens, Tommie Wallace, Lee Nelson Weber

STAFF & GUESTS PRESENT Zoe Post, Denny Sturtevant

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

APPROVAL OF MINUTES **Minutes of the Governance Committee meeting of June 16, 2020 were approved by motion of Annamarie Buller, supported by David Byers and carried unanimously.**

AMENDMENTS TO GOVERNANCE POLICIES Mr. Byers introduced his comments on the governance policies and the committee discussed the following edits:

- Make the chair’s responsibility to make board committees assignments subject to board approval.
- Remove “facilitate the governance self-assessment of the board” from the board chair responsibilities.
- Capitalize “Chief Executive Officer” throughout the document.
- Remove “facilitate CEO performance review” from Governance Committee functions.

Recommendation to approve these edits was made by Annamarie Buller, seconded by David Byers, and carried unanimously.

COMMITTEE DOCUMENTS AND BOARD PORTAL Mr. Sturtevant presented a draft policy for uploading documents to the board portal. The committee discussed the draft and how to best distribute last-minute additions to committee and board meetings, deciding to add an agenda item to each meeting so individual committees can decide what documents to upload. Ms. Post will also create a survey about board portal use and present information on how to navigate the board portal at the upcoming board meeting.

The policy was approved by motion of Rick Stevens, seconded by Lee Nelson Weber, and carried unanimously.

RECRUITMENT STRATEGIES Mr. Sturtevant reviewed a list of potential candidates recommended by Dwelling Place staff who may also live in low-income census tracts. Committee members also discussed reaching out to local contacts to find additional candidates. Mr. Sturtevant will contact property management to get feedback on resident candidates and Ms. Post will look for addresses of each candidate to see if they fit the census tract criterion. Priority will be given to those individuals living within qualified census tracts. Questions of equity, particularly if a potential board member lives outside Kent County, will be addressed at the next meeting.

Ms. Post described an affiliations survey for each board member to complete that would invite board members to share their community connections and contacts and have them compiled into a single document. This matrix will allow for more streamlined recruitment for board and staff in the future. The Committee agreed

to send Board members a link to the survey in the email prior to the board meeting.

OTHER BUSINESS

Board Mentors

After some discussion, the committee assigned the following mentors to new board members:

- Annamarie Buller -- Troy Stressman
- Rick Stevens -- Angie Sanborn
- Renee Williams -- Eleanor Moreno

ADJOURNMENT

The Governance Committee meeting was adjourned at 10:19 AM by Juan Daniel Castro.