

DWELLING PLACE OF GRAND RAPIDS  
CEO SUCCESSION PLANNING COMMITTEE

August 27, 2020

*Committee Approved September 24, 2020*

**MEMBERS PRESENT** Annamarie Buller, Rich Kogelschatz, Rick Stevens

**MEMBERS ABSENT** Sadie Erickson, Gil Segovia, Renee Williams, Troy Zapolski

**STAFF PRESENT** Zoe Post

The meeting was convened via video conference at 9:02 AM by Mr. Kogelschatz.

**APPROVAL OF MINUTES** **Minutes of the June 25, 2020 and July 23, 2020 Succession Planning Committee were approved by consensus**

**THIRD SECTOR CONTRACT** The committee reviewed Third Sector's response to the proposed contract changes; committee members not in attendance described their thoughts via email to Mr. Kogelschatz, who will solicit feedback from Tim Orlebeke. Mr. Stevens proposed the following wording for the signing the contract: "For purposes of this contract, all communications with Dwelling Place will be directed to and will originate from the Succession Committee, Rich Kogelschatz, Chair."

Mr. Kogelschatz will work with Ms. Post to gather essential organization documents to share with Third Sector.

**SUSTAINABILITY AUDIT** Mr. Sturtevant completed the sustainability audit, though he was hesitant to share it broadly as some of the information could be sensitive. The committee will discuss the audit at the September meeting and determine how widely to share the document.

**FUTURE MEETING DATE** The next committee meeting is scheduled for Thursday, September 24 at 9:00am. Third Sector Associates will attend the meeting. Agenda items will include a review of the sustainability audit and discussion about the recruiting timeline. If necessary, the committee may call a special board meeting to discuss these items more fully.

**ADJOURNMENT** The CEO Succession Planning Committee was adjourned at 9:45 AM by Mr. Kogelschatz.