

DWELLING PLACE OF GRAND RAPIDS  
GOVERNANCE COMMITTEE  
UNAPPROVED MINUTES  
September 15, 2020

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

**STAFF & GUESTS PRESENT** Zoe Post, Denny Sturtevant

The meeting convened via conference call at 9:03 AM.

**APPROVAL OF MINUTES** **Minutes of the Governance Committee meeting of August 18, 2020 were approved by motion of Annamarie Buller, supported by Rick Stevens and carried without objection.**

**BOARD CANDIDATE UPDATES** The committee discussed the need to prioritize board candidates that may fit the required HUD and NeighborWorks criteria. Assuming no concerns are raised from existing board members, the Governance Committee will contact Kellie Kitchen, Kim Sims, and Mo Townsend about applying and interviewing for the board. Mr. Sturtevant will also check about the former homeless status of residents Christy Knetsch, Crystal Rockafellow, and Lela Lyons. To ensure all candidates receive the same basic information, Mr. Sturtevant will draft and send a list of possible discussion items for committee members to review with board candidates. Once the committee has given its feedback, Ms. Post will distribute the board application and position description, and assign a committee member to contact each candidate.

**BOARD AND COMMITTEE ATTENDANCE** With an increasing number of ways to participate in the life of the organization, the committee decided to include participation in ad-hoc committees and ancillary boards in the attendance sheet. There remains no mandatory attendance rate for the board, though an average rate below 75% may prompt a conversation with the board chair. Ms. Post will adjust the attendance sheet and distribute it every 4 months at the board meeting.

**DEI WORK PLAN** Each organizational department and board committee has been asked to review its specific policies and consider how to incorporate the goals outlined in the Diversity, Equity, & Inclusion Plan. The DEI Committee will convene this month and will create a list of questions for each group to consider. This will be added to the October agenda.

**OTHER BUSINESS** As Mr. Castro will be stepping in as Vice Chair, this position may remain open until the next board meeting.

The board portal policy approved by the committee in July will be added as its own agenda item for the October board meeting.

The frequency of board meetings may be added as a future Governance Committee agenda item.

**ADJOURNMENT** The Governance Committee meeting adjourned at 10:26 AM.