

DWELLING PLACE OF GRAND RAPIDS  
CEO SUCCESSION PLANNING COMMITTEE

February 25, 2021

*Committee Approved March 25, 2021*

**MEMBERS PRESENT** Annamarie Buller, Juan Daniel Castro, Rich Kogelschatz, Gil Segovia, Rick Stevens, Renee Williams

**GUESTS PRESENT** Zoe Post

Jan Glick and Heyward Watson, Third Sector Company (TSC)

The meeting convened via video conference at 11:21 AM.

**APPROVAL OF MINUTES** **Minutes of the December 17, 2020 and January 21 meetings were approved by motion of Gil Segovia, supported by Annamarie Buller, and carried unanimously.**

**STATUS UPDATE** TSC has started receiving responses to the job posting. Mr. Glick recommended reposting and resending the position with the salary range (\$190,000-\$225,000) included on Monday, March 1st. Mr. Kogelschatz will speak with Mr. Sturtevant in advance and will also provide the Executive Committee with a summary of the process to allow for discussion about executive compensation and communicating with staff.

**MILLER JOHNSON DOCUMENTS** **CEO Employment Agreement**  
Mr. Stevens will review the agreement and report his thoughts to the committee.

**Job Description**

The committee will review the edits that Mr. Sturtevant made to the 2008 job description and update the document for approval at the April board meeting.

**UPCOMING INTERVIEWS AND PROCESS** As the onboarding process will largely depend on the candidate, the committee will discuss this item further into the process.

**EXECUTIVE LIMITATIONS** The committee will ask the Executive Committee to review executive limitations and determine if there are any changes that need to be made.

**ADJOURNMENT** The CEO Succession Planning Committee adjourned at 12:25 PM.