

DWELLING PLACE OF GRAND RAPIDS  
EXECUTIVE COMMITTEE  
September 14, 2021  
*Committee Approved October 12, 2021*

**MEMBERS PRESENT** Annamarie Buller, Juan Daniel Castro, Sadie Malady, Rick Stevens, Lee Nelson Weber

**MEMBERS ABSENT** Francine Gaston, Renee Williams

**STAFF PRESENT** Jeremy DeRoo, Zoe Post

The meeting was convened via video conference at 8:02 AM.

**APPROVAL OF MINUTES** **Motion to approve the minutes of the August 10, 2021 Executive Committee meeting was made by Lee Nelson Weber, supported by Lee Nelson Weber, and carried unanimously.**

**STRATEGIC PLANNING** With the recent departure of Mr. Sturtevant as CEO and over a year left until the expiration of the current strategic plan, there is a natural opportunity to clarify the “how” and “why” that will drive Dwelling Place in the coming years. Articulating the values of the organization may also provide a clear path to integrate DEI goals into the strategic plan. Mr. DeRoo emphasized that evaluating these items may not necessarily result in changes to the mission/vision/values of Dwelling Place, but will define what these terms mean to board and staff and guide the direction of the strategic planning process. He also noted that whereas past strategic plans focused on practical challenges, this process will focus more on culture-building and aligning values.

Other committee members mentioned the opportunity to consider the personnel needs of both staff and board as the organization enters a period of anticipated growth. Involving new board members in the process may also build trust and provide a sense of ownership. Further discussion of the strategic planning process will take place at the October board meeting.

**BOARD/COMMITTEE STRUCTURE** In order to include new voices in the strategic planning process, which is slated to begin in early 2022, the board will need to recruit new members by the end of the year. As residents of Dwelling Place properties and others with lived experience will be essential throughout this process and are necessary to maintain HUD compliance requirements, the Governance Committee will need to develop a flexible training plan to onboard new board members. To head this effort, **the committee recommended by consensus that Annamarie Buller serve as Governance Chairperson.**

Since there are several other committees needing additional members, Mr. DeRoo will meet with staff who can identify individuals who may be interested in serving on a committee and put those names before the board as soon as possible.

**CEO AT-WILL  
EMPLOYMENT  
CONTRACT**

The committee received an email from Rich Kogelschatz regarding Mr. DeRoo's employment contract. Despite some minor miscommunications, the transition into the CEO role has been going well for Mr. DeRoo. The Succession Planning Committee was authorized to enter into the contract, so no additional action was taken.

**OCTOBER BOARD  
MEETING**

The agenda for the October 6, 2021 board committee meeting will include:

- Mission moment: Larry Bratschie Award winner
- Introduction to strategic planning (Mr. DeRoo will provide the board with a memo in advance of the meeting)
- Nomination of Ms. Buller to Governance Committee Chair
- Board recruitment priorities
- DEI committee member recommendation
- Updates:
  - Fire at Ferguson Apartments
  - CLT purchases
  - NeighborWorks Annual Survey
  - Heartside murals
  - NeighborWorks Review

**OTHER BUSINESS**

FUSE Update: As Jess Zarik is no longer at Dwelling Place, FUSE partners are working through how to best support this work until a full-time staff person can take over.

**ADJOURNMENT**

The Executive Committee adjourned at 9:19 AM.