

COPY RECEIVED
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MINUTES
10-Year Strategic Planning Committee
Wednesday, April 12, 2017 @ 7:00 PM
Norma Drummer Room/Seymour Town Hall

Members present: Trish Danka, Don Smith, Kathie Vrlik, Jeff Dussetschleger & Rory Burke

Members absent: None

Others present: Corey Marchetti

Item #1: Call meeting to order

The meeting was called to order at 7:01.

Item #2: Pledge of Allegiance

All present stood and recited the Pledge of Allegiance.

Item#3: Public comment

There was no public comment.

Item#4: Discussion:

a. Officers

A motion was made to appoint Don as Vice Chair.

Motion: Jeff Dussetschleger

Second: Kathie Vrlik

Vote: 5-0

b. Rory: update on strategic plan revision

Rory has finished consolidating the plan. He will incorporate Kurt's most recent update as well as the submissions from the summit into the plan. He should have it for the next meeting.

c. Brainstorming – plan for SP to remain active and current

The Committee discussed a workshop on how to keep the plan going once the initial draft is complete. This will involve stakeholders and communication. Rory said they previously discussed creating a document that details the process they underwent to complete the initial draft. Kathie thinks it should include triggers for when the process needs to reinitiate, i.e. when new department heads come in or every 3 years, a year after a change in municipal executive, annual public outreach events etc. Generally, in the near term, the Committee wants to focus on marketing the plan to stakeholders and gaining buy-in. They would like to publicize the vision and mission statements by putting them up around Town Hall and on items to be distributed to the public. The plan needs to be branded and promoted.

Item #5: Open discussion

First meeting in May – Kurt's update.

Trish met with two Selectmen from Southbury, where a Strategic Plan is getting underway.

Kathie sent everyone an updated quote for LED signage.

Rory told the committee about Solarize.

Item #6: Public comment

There was no public comment

Item 7: Adjournment

A motion was made to adjourn the meeting.

Motion: Don Smith

Second: Kathie Vrlik

Vote: 5-0

The meeting was adjourned at 8:56 PM.

Submitted by,

A handwritten signature in black ink, appearing to read 'Rory Burke', with a stylized flourish extending to the right.

Rory Burke
Recording Secretary