**Meeting Summary**
**Strategic Planning Task Force (SPTF) Posted Meeting**
**Village Hall, 24 Crestwood Drive (in-person meeting with Zoom option)**
**February 9, 2022, 5:00 p.m.**

Present: Matt Chitwood (Chair); Dan Holloway; Brian Kozlowski (via Zoom); Steve Menzel (notetaker); Gordon Renfert (via Zoom); Nathan Sandwick, UW Extension (facilitator). Unable to attend: Phil Kruthoff; Daniel Foth, UW-Extension—Madison (facilitator). Also attending: Meg Erler (past resident and SPTF member).

The meeting was convened at 5:00 p.m. by chair Matt Chitwood. Minutes for the January 26, 2022, meeting were approved unanimously by the group.

Facilitator Nathan Sandwick led a discussion focusing on finalizing a Mission statement and developing a Vision statement and a list of Values for the Village. After reviewing the Mission statement developed at the 1/26/22 meeting, the group agreed to edit the draft to read as follows: *"Provide leadership, services and infrastructure to sustain a safe, attractive, vibrant and welcoming community."*

The group then focused on developing a Vision statement. Members had been asked to bring a draft statement to the meeting and each member then shared their version with the group, followed by a discussion of its merits. The group then discussed ways to draw from each version and attempt to arrive at a single Vision statement that captured most of what the various versions expressed. After some discussion, it was agreed to use Dan Holloway's draft Vision statement as a baseline, with some edits. Following is a working draft that came out of the discussion: *"A vibrant, green, peaceful, well maintained, safe community, with welcoming neighbors and an open-minded, transparent and fiscally-responsible government – the best place in Portage County."*

In the interest of time, Dan Holloway agreed to work with the above draft and bring a finalized version to the next meeting. After a short discussion of what a list of Values might look like, it was agreed to start with Steve Menzel's Values list as a starting point. Those Values are: *Efficiency; Honesty; Transparency; Innovation; Safety.* Menzel was then assigned the task to finalize the draft list for consideration at the next meeting.

The meeting concluded with a brief discussion of the need to develop a list of strategic priorities and specific action steps to achieve them. Meg Erler recalled the strategic planning work conducted by the School District a few years ago, which led to a successful referendum, noting that they hired consultant(s), monitored student learning in the District, conducted research and evaluation, and developed design plans to illustrate the vision.

Task Force members were assigned to brainstorm individually and come to the next meeting with a list of ideas for strategic priorities and specific action steps, based on past discussions and public input received.

Next meeting date: Wednesday, February 23, 2022 at 5:00 p.m., Village Hall (in-person meeting with the option of joining via Zoom)
Meeting adjourned at 6:40 p.m.
Meeting summary prepared by Steve Menzel

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Matt Chitwood, Chair