

Silver Spring Township Strategic Planning Committee

Minutes of the Meeting of July 22, 2010

Silver Spring Township Municipal Building
6475 Carlisle Pike
Mechanicsburg, Pennsylvania 17050

Members Present: John Diener, Bill DeVore, Mike Neumyer, Bob Thomson, George Weimer, Mary Lou Pierce and Nate Spade

Members Absent: Township Staff Member

CALL TO ORDER

The meeting was called to order at 6:00 PM by Chairperson John Diener.

APPROVAL OF MINUTES

The minutes of the Committee meeting of June 24, 2010 were received and approved, on motion by Mary Lou Pierce, seconded by Mike Neumyer, The motion carried.

OLD BUSINESS

Copies of "Strategic Planning for Municipalities" have been ordered for the committee members.

The Township Organization Chart was distributed. This is the Organization Chart contained in the IT Plan.

The chart and organization was discussed. It may be revised as the new Township Manager, Sam Monticello, is on board and becomes a part of the management organization.

It was suggested it might be more accurate to display all of the staff positions responsible to the township manager directly, rather than to the township manager through the assistant township manager.

The Stakeholder list was reviewed and discussed. It was suggested the following might be added and considered Stakeholders

- Use a wide definition for service clubs
- Simpson Library
- Senior citizen Organization
- Township Committees, through the township manager
- New Kingstown Vision
- Friends of the Old Willow Mill
- Junkin Tent and House organization

Communication with and involvement of the stakeholders was discussed. How to receive their input, thoughts and suggestions, and how to communicate to them about the work and progress of the Committee.

It was agreed we should hear from them, perhaps by inviting a few of them at a time to attend a meeting of the Committee at which topics of their concern and expertise might be discussed.

Conducting surveys was discussed, such as by telephone, mail or e mail. Surveys used by others might be a source of ideas.

Gathering and securing information and data from others was discussed. We believe we may need the service of a staff member or others to do this work for the Committee.

NEW BUSINESS

Vision Statement

Several examples and drafts of Vision Statements were read and/or discussed. The need for it to be short and concise was emphasized, as in contrast to a more lengthy Mission Statement or other elements of a Strategic Plan. A Vision Statement was compared to a slogan.

Elements, topics or words that might be included in a vision Statement were suggested and discussed, including the Township's slogan "Suburban serenity with urban proximity".

Mary Lou used those thoughts and drafted the following:-

The Vision of Silver Spring Township is to be a vibrant, safe, suburban environment centered on family, economic and recreational opportunity.

The Committee liked this wording.

John is going to discuss with the Supervisors the concept, characteristics and need for a Vision statement, seek their suggestions and offer this statement as a possible starting point in this very important first step in the process of developing a Strategic Plan.

Communication among the committee members

We discussed communication among the committee, including the use of Wiki pages, and other online methods.

NEXT MEETING

TOPICS Continue drafting Vision Statement
 Work on next parts of the Strategic Plan such as the Mission
 Statement and Values

DATE The next meeting will be on Thursday August 26, 2010, at 6:00 PM

ADJOURNMENT

Meeting was adjourned at 7:50 PM., Motion by Nat Spade, seconded by Bill DeVore.
Motion carried.

George C. Weimer Jr.

George C. Weimer Jr., Secretary
Township Strategic Planning Committee