

Silver Spring Township Strategic Planning Committee

Minutes of the Meeting of November 22, 2010

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

Members Present: John Diener, Chairperson, Bob Thomson, Vice Chairperson, Bill DeVore, George Weimer, Sam Montecello, Township Manager, Mary Lou Pierce-McLain and Nate Spade.

Members Absent: Mike Neumyer

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 October 28, 2010 were received and accepted, on motion by Mary Lou Pierce-McLain, seconded by Bill DeVore . The motion carried unanimously.

OLD BUSINESS

2011

All members of the Committee have been asked by the Supervisors to stay on for 2011. Sam Montecello, Township Manager, will also be a member of the Committee. All members are anticipated to stay on, although Mike Neumyer may not stay on.

Chairperson John Diener suggested the Committee officers be rotated for 2011, and he suggested they be elected at the first meeting in January. It was suggested that continuity had value, especially in the first years of the committee's work.

Access to the internet

Access to the internet from the meeting room as discussed as valuable for our meetings. John is to speak with Marie, the IT administrator about this need.

Wiki Site

Preference was expressed that the WIKI site of the Committee to be private, not accessible by the public.

It was moved to request that the site be private and that the Township approve the \$50. cost. Motion by Bill DeVore, second by Bob Thomson, all ayes. Motion passed.

Committee members were encouraged to learn to use the WIKI site for communicating with other members of the Committee.

It was stated that members must be pro active with the WIKI and use it and become comfortable with this tool.

NEW BUSINESS

Presentation to Communicate with Stakeholders

The goal of the Committee is to make a Strategic Plan presentation to various stakeholder groups starting in January.

It was agreed to first get the main line Township administrators aware and knowledgeable of the assignment and work of the Strategic Planning Committee, and an understanding of Strategic Planning. Followed by involving them in SWOT analysis, and inputting their ideas and thoughts into the developing of a Strategic plan.

Next priorities

A Vision statement had been agreed to by the Committee previously.

The design and acceptance of a Mission statement is the next priority.

Much discussion followed, and various suggestions were made.

Each Committee member was asked to submit their suggestions for the Mission Statement, and their reactions to suggestions submitted directly on the WIKI page Mission statement section.

John asked all Committee members to submit their ideas and suggestions for the Committee to agree to a Mission statement by WIKI or E Mail by Thursday December 2.

Staff leaders meeting

A meeting and presentation to the staff leaders is scheduled for Monday December 6th at 8:00 AM.

The Power Point presentation will be shown and the staff leaders will be encouraged to participate in discussion and offer their comments and suggestions.

A second meeting with the staff leaders will be scheduled for them to bring forward their thoughts and suggestions and their SWOT analysis input.

Presentation to Board of Supervisors

John Diener will make a presentation to the Board of Supervisors at the December 8, 2010 Workshop Meeting to update them on the work of the Strategic Planning Committee to date and the plans for gathering input from stakeholders.

NEXT MEETING

TOPICS

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DATE: Thursday January 27, 2011, at 6:00 PM.

NOTE: Agree on Mission Statement BY Thursday December 2, 2010

NOTE: Presentation to Township leadership staff Monday December 6, 2010
8:00 AM.

NOTE: Presentation to the BOS Workshop Meeting, Wednesday, December 8,
2010

NOTE: No meeting scheduled in December.

ADJOURNMENT

Meeting was adjourned at 8:04 PM., Motion by Mary Lou Pierce-McClain, seconded by Bill DeVore., and approved by unanimous consent.

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