

**Council of the Village of Yellow Springs  
Retreat Minutes**

**Antioch University Midwest Room B105**

**Monday, April 24, 2017**

**CALL TO ORDER**

President of Council Karen Wintrow called the meeting to order at 9:04m.

**ROLL CALL**

Present were Wintrow, Vice President Brian Housh, Marianne MacQueen and Gerald Simms. Also present was Village Manager Patti Bates, Solicitor Chris Conard and Solicitor Jessica Brockman. Councilperson Hempfling arrived at 9:07, and Assistant Village Manager Melissa Dodd was present from 2:45 until 4:30pm.

**COUNCIL RETREAT SESSION**

The retreat followed the schedule provided, and included the following discussions:

9:05 Council, Staff and Solicitor thoughts/observations (3 minutes each). Notes for this portion of the retreat:

9:35 Council 2017 Goals Timeline and discussion. Notes for this portion of the retreat: Each of the Goals sections was discussed in terms of next steps. To be included in the goal re: the water plant was the demolition of the old plant in Fall 2017. To be added to the goal of fiscal sustainability was the addition of a Levy calendar inclusive of all known upcoming levy issues with an eye to potential impact upon tax levels/affordability, along with asking that ESC set up an educational forum for the end of July to address concerns and ideas related to the former CBE land. Council asked that the hotel tax issue be put on the agenda for May or June; Discussed with regard to the goal of improving the transportation system was the notion of maximizing connectivity. Related to the goal of reducing energy usage was the addition that staff gather information on attaining "Tree City" status.

11:30 Conflict of Interest Procedure Clarification (led by Chris Conard).

12:45 Project Management (relationship with staff, boards, commissions and consultants) Staff Workflow/Direction, Board/Commission Role in accomplishing Council goals, Process to move Board/Commission work to Staff and Council, Consultant Contracts, Role of Council in Project Management. Here, Bates presented a proposal in the form of a questionnaire which could be completed as a way of gathering needed information in the event that a consultant or other expert is needed.

1:45 Council/Staff handling of citizen inquiries and information requests. Here Council asked the Clerk to post more information regarding when/where boards and Commissions meet so that citizens are better informed upon entering the Bryan Center. Council also asked that minutes from Board and Commission meetings be consistently placed in the packet, and discussed how best to accomplish this.

2:15 Status of Leadership Training and Staff Development.

**EXECUTIVE SESSION**

At 2:45pm, Simms MOVED and Housh SECONDED a MOTION TO ENTER EXECUTIVE SESSION for the purpose of discussion of Executive Session to Consider the Employment or Compensation of a Public Employee.

Present were Wintrow, Simms, Housh, MacQueen, Hempfling, Solicitors Conard and Brockman and Manager Bates and Assistant Manager Dodd. Housh left at 4pm, and Dodd, Bates, Conard and Brockman left at 4:30.

At 5pm, Simms MOVED TO EXIT EXECUTIVE SESSION. MacQueen SECONDED and the MOTION PASSED 4-0 on a voice vote.

**ADJOURNMENT**

At 5:01pm, Simms MOVED TO ADJOURN. MacQueen SECONDED and the MOTION PASSED 4-0 on a voice vote.

Karen Wintrow, President

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Attest: Judy Kintner, Clerk of Council