



MEMORANDUM

TO: Mayor and Board of Commissioners

FROM: Bryan Gruesbeck, Town Manager

SUBJECT: Board of Commissioners Winter Retreat

DATE: December 14, 2015

Background: Over the past few years, the Town Board has met in January or early February to set priorities and focus for the upcoming year. The discussion has included a presentation from Staff departments. Typically, the Staff presentations take place during the first half of the meeting. We break for lunch (or dinner) and then allow the facilitator to guide the Board of Commissioners through a discussion of priorities, responsibilities and next steps.

The annual winter retreat has been invaluable as a tool for helping Staff formulate the annual operating budget and provides everyone an opportunity to share their thoughts outside of a traditional Board meeting.

We have traditionally used David Long, a professional facilitator from Greensboro. He is familiar with our issues and has a very comfortable method of guiding our conversations. I recommend that we continue to use his services as well as a similar format. If anyone has a preference for change, please feel free to discuss it and let me know.

I have emailed you a "Doodle" survey to help gather possible dates based on Mr. Long's schedule. In the past, we have met on Saturdays or during weekdays. In 2015, we met on the Monday morning after the Super Bowl (Feb 3) and adjourned in the early afternoon.

Action Requested: Respond with dates for the 2016 Winter Retreat via email or let me know your preference directly.