

City of Geneva  
Strategic Plan Advisory Committee  
**Minutes**  
Geneva City Hall  
Geneva, IL 60134  
Wednesday February 19th, 2014  
7:00 pm

1. Call to Order-Meeting called to order by Chairman Brault at 7:00 pm
2. Roll Call- Backus, Brault, Dispensa, Juby, Lingham, Main, Merrill, Ploppert. Also present-Stephanie Dawkins, Luke McClanahan.
3. Amendments to the Agenda- None
4. Approval of Submitted Reports
  - a. Approval of Minutes –Motion to approve Ploppert; second-Main. Motion carried unanimously.
  - b. Approval of Budget- Motion to approve Backus; second-Ploppert. Motion carried unanimously.  
Budget discussion included modifying budget line items as follows: Bike-Ped \$0; ICEC \$500; Marketing \$350; NRC \$750; New Projects \$800; Office Supplies \$50; Recognition Program \$450; Student Government \$2000; Town Meeting \$100.
5. Sub-Committee Reports
  - a. NRC-Lingham reported that there was no meeting. Dawkins mentioned work day this Saturday at Fabyan Forest Preserve from 8-12; Wine, Cheese, and Trees Fundraiser March 22, 7-10 to include wine tasting, silent auction, live music, wine wall.
  - b. ICEC -Ploppert reported they are working on fundraiser at Primrose Brewery; starting the process to convert individual website to City website; in process of revisiting by-laws. Chairman Brault will invite Chair Cynthia Albright to present at March meeting.
  - c. Student Government -Dispensa reported that the next student program will be March 11 and she is reaching out to the 25 from the waiting list from the November program to give them an opportunity to participate. Dawkins mentioned the favorable results from the student survey from the November program and indicated that there will be slight changes to the spring program to include more time for the mock trial; video excerpt of a City Council meeting. Main suggested Snow Plow Policy for mock trial discussion. Dispensa added that she is bringing forth several candidates for her replacement.
6. Discussion regarding Town Hall meeting  
Town Hall meeting tabled until SPAC has time to review finalized strategic plan document. Draft report will be finished by end of fiscal year. Discussion included that although the report has not been finalized, goals have been prioritized for budget purposes. Chairman Brault also discussed the process of how the goals were prioritized.
7. Additional Business
  - a. Calendar Review- Next meeting March 19th. Discussion included moving social event to April; conducting interviews for applicants in March; reorganizing Committee in May when new appointees are seated; group picture scheduled to be taken in May.

b. Appointments- Two applications have been submitted for open position. Dawkins will distribute applications to members after March interviews are confirmed. Chairman Brault also mentioned that it is in our best interest to proactively think about recruiting, bringing people to meetings, and explaining the process and purpose of SPAC whenever possible.

c. Strategic Plan Advisory Committee By-Laws-Chairman Brault distributed by-laws for review by members. He highlighted the purpose/mission of SPAC ("The intent of the Strategic Plan Advisory Committee is to preserve the life of the Strategic Plan document by prioritizing strategic communal goals, conveying them to city staff and elected officials, and where possible assisting in their implementation." ) Members are charged with reviewing document and sending suggestions to Dawkins to distribute prior to next meeting.

9. Adjournment-motion to adjourn –Ploppert; second Backus. Unanimous to adjourn at 7:55.