

MINUTES FROM A STRATEGIC PLANNING WORKSHOP OF THE UTILITY BOARD OF THE CITY OF KEY WEST, FLORIDA, HELD AT 3:30 P.M. ON FEBRUARY 17, 2010 AT THE WILLIAM ARNOLD SERVICE BUILDING LOCATED AT 1001 JAMES STREET, KEY WEST, FLORIDA

The above referenced workshop of the Utility Board of the City of Key West, Florida, convened at 3:30 P.M., on the above date and location and was called to order by Chairman Hernandez.

Utility Board Members Present

Chairman Hernandez
Peter Batty
Charlie Bradford
Mona Clark
Ty Symroski

Staff Present

Lynne Tejeda
Nathan Eden
Jack Wetzler
Alex Tejeda
Suzanne Greager
David Price
Dale Finigan
Eddie Garcia
Stan Rzad
Julio Barroso
Edee Delph

Others Present

Jean Freeman, Facilitator

AGENDA ITEM #4 – SET AGENDA

There were no changes to the agenda. The agenda was set.

AGENDA ITEM #5 – DISCUSS UPCOMMING STRATEGIC PLANNING SESSION

Mrs. Tejada introduced Ms. Jean Freeman of Jean Freeman Associates.

Mrs. Tejada informed the Board that Ms. Freeman will facilitate the Strategic Pre-Planning Workshop today as well as the Strategic Planning Session for 2010, which the date has not been determined.

Ms. Freeman reviewed a power point presentation with the Board, which covered the following topics:

- What is a Board Member?
- The Burden of Due Diligence
- Legal Duties
- Stakeholders
- Board Roles
- Staff Roles
- The Big Picture
- Key Terms
- KEYS Mission and Vision Statement
- KEYS Goals
- Accountability
- Future Strategic Planning
- Meeting Ground Rules
- How Do We Get It Done?
- Strategies

A discussion ensued on KEYS current Mission and Vision Statements.

Ms. Freeman told the Board she would like them to agree on the Mission and Vision Statements prior to the Strategic Planning Session. It was agreed that the Mission and Vision would be an agenda item at the regular Board meeting on March 24th.

Ms. Freeman stated she would like to communicate with each Board member individually and she could make recommendations as to how to start the process.

Mrs. Tejada reviewed the Sunshine Law with Ms. Freeman with regard to contacting Board members.

The Board discussed who should participate in the Strategic Planning Session and agreed that Board Members, Mrs. Tejada and Mr. Wetzler would fully participate and Senior Staff should be available if called upon.

A copy of the power point presentation is available upon request.

AGENDA ITEM # 6 – OTHER BUSINESS

There was no other business to come before the Board.

ADJOURNMENT

Motion was made by Mr. Symroksi to adjourn the Strategic Planning Workshop of February 17, 2010 at 4:55 p.m.

APPROVE:

Lou Hernandez, Chairman

ATTEST:

Lynne E. Tejeda, General Manager/CEO & Secretary

/ed