

Loomis Town Council Team-building Workshop Questions

January 17, 2012

8:15 am – 12:15 pm

(Coffee and snacks at 8:00 am)

Goal of this Workshop: Establish written guidelines and protocols for the Town Council meeting process and how the Council wants to work together.

Proposed Agenda:

Introductions, meeting agenda and discussion guidelines for our workshop

Introductory activity – Needs Fulfilled

- Why is serving on the Council an important calling?
- What is one need that you are getting fulfilled for yourself by serving on the Town Council or as staff to the Council? (participants will select from needs cards)

Teamwork Discussion

- What are some team experiences (positive & negative)?
- What have you learned about working as a team from these experiences?
- What is valuable about teamwork in conducting the town's business?
- What are some ways to build more effective teamwork on the Council and with the staff?
- How can the Council work as a team in discussing & setting public policy?

Visioning exercise – 8:45 am

- What do you want to see in place for operating and working together during Council meetings?
- What guidelines, protocols or procedures do you want to have in place for discussing routine council business, controversial issues and/or disagreements?
- What public meeting "best practices" would like to adopt?
- What kind of atmosphere do you want to create during the meeting?
- What guidelines will you follow to effectively work with staff?

Break – 9:45 am

Public Comment – 9:55 am

Assets and Barriers – 10:05 am

- What are assets and strengths that you have that will help you reach the vision?
- What is blocking you from achieving the vision?
- What are practical ways to deal with the blocks and move toward the vision?

Strategy Setting and Commitment in Writing – 11:05 am

- What are the specific guidelines and protocols that you are willing to commit to?
- How will we monitor our progress toward the vision?
- How will we stay accountable to the commitment that we have made?
- How will we plan renegotiation of expectations?

Reflection on this Workshop and Next Steps – 12:05 pm