

AGENDA ITEM: MINUTES – Discussion and acknowledgment of the minutes of the Special Meeting of the Library Advisory Board on September 9, 2015 and the Regular Meeting of the Parks & Recreation Commission on September 9, 2015.

Commissioners acknowledged the minutes, there was no discussion.

AGENDA ITEM: SET REGULAR MEETING DATES: Discussion and consideration of a regular monthly meeting date.

Staff reviewed current town meetings and available weekdays to consider for regular meetings with the Commission. There was open discussion on meeting times and weekdays.

Commissioner Westcott motioned to set the Community Services Commission meeting date for the 2nd Wednesday of each month at 6:00 pm. Vice Chairperson Kramer seconded the motion. The motion passed unanimously.

AGENDA ITEM: WORKSESSION: A worksession to review and discuss the background and creation of the Community Services Department, and evolution towards a Community Services Commission.

HR/Community Services Director Janet Perry recapped the Staff Report, which focused on the evolution and processes involved with merging the Library Advisory Board and Parks & Recreation Commission, and the Community Services Department which supports these efforts. Separate mention of the relativity of Town Code section 17 was discussed with copies of same provided to Commissioners.

Director Perry addressed current departmental programming, duties and events, mentioning the challenges posed and additional considerations generated by creating new activities.

Director Perry stated that future meetings will tackle a variety of items which are pivotal for setting new groundwork such as review of existing Library Advisory Board and Parks & Recreation accounts (General Fund and donation), discussing information gained from prior community surveys, possible involvement or representation with related agencies or organizations.

Chairperson Curé asked whether or not future items may include decisions and/or recommendations relating to park or trail development. Director Perry explained how the purpose of the new Commission as set forth by Council was inclusive of past purposes and directives for both the Library Advisory Board and Parks & Recreation Commission.

AGENDA ITEM: WORKSESSION- A worksession to discuss the Community Services Commission’s purpose, and to establish a vision and mission.

Town Manager Gayle Mabery expressed appreciation for the commitment demonstrated by each Commissioner’s service to the Town.

Town Manager Mabery prefaced the worksession by acknowledging benefits had through the Council developing a Vision and Mission for the Town, and similarly by each Board or Commission based on their particular purpose. Being a new Commission, this group was in the rare position of setting the stage for future members through this exercise.

Town Manager Mabery explained the Vision and Mission should be defined in the context of client/customer expectations. The Vision of an organization is a future desirable state that the organization aspires to. A vision statement describes the direction an organization wants to take and the desired end result once it gets there.

A Mission Statement reflects the operational purpose of the organization, the reason why the organization exists, and its core business. It answers the question – how does the organization intend to serve its clients and stakeholders – in the process of achieving its vision.

Commissioners engaged in a motivating session, offering a variety of ideas, concerns and insights while focusing on words to clearly and fairly express their intent. The resulting draft statements:

Vision: Connecting People to Clarkdale

Mission: Creating opportunities for people to enjoy and get involved in our Clarkdale experience by uniting, cultivating and protecting the small town experience and our environment.

AGENDA ITEM: FUTURE AGENDA ITEMS – Listing of items to appear on future agendas.

Vision and Mission Statements

AGENDA ITEM: ADJOURNMENT - With no further business before the Commission and with no objection, the meeting adjourned at 7:07 p.m.

APPROVED:

Peter Curé, Chairperson

SUBMITTED BY:

Joni Westcott, Administrative Assistant II