Strategic Planning Committee Meeting Minutes  
Meeting Date: 02/25/2019

**Committee Members Present:**  
Aisha Losche, Chair, District 1 Councilor  
Tim Fitzgibbons Member, District 2 Councilor (arriving at 6:43 p.m.)  
Edward “Ted” Haley, Member, Councilor-at-Large

**Others in Attendance:**  
Call to Order: 6:29 p.m.

**Approval of Minutes:**
- October 01, 2018  
  **Motion:** A motion was made by Councilor Haley to approve minutes. The motion was seconded by Councilor Losche.  
  A voice vote was taken and the motion passed 2-0.
- December 18, 2018  
  **Motion:** A motion to approve was made by Councilor Losche. The motion was seconded by Councilor Haley.  
  A voice vote was taken and the motion passed 2-0.

**Discussions:**
- Town Manager Performance Evaluation Process  
  Councilor Losche will reach out to Town Manager to discuss goals.
- Town Council Clerk Performance Evaluation Process  
  Councilor Losche to circle back with Kimberly Williams (Assistant Town Manager) on incorporating Town Council Clerk’s process in current one happening for other employees.

**Measures Referred by Town Council:**
- Order O-FY19-021: Establish Town Manager Goals  
  - Recommendation from Budget & Finance Committee: Add Section #5 of Budget Resolution to Town manager Goals  
  *No action taken on the above.*

**Public Comment** – None

**Motion:** A motion to adjourn was made by Mr. Fitzgibbons. The motion was seconded by Mr. Haley. A voice vote was taken and the motion passed 3-0.

The meeting adjourned at 7:03 p.m.