

APPROVED  
**LAKE ZURICH BOARD OF TRUSTEES**  
**SPECIAL MEETING OF THE BOARD OF TRUSTEES**  
**70 East Main Street**  
Monday, August 24, 2009

**1. CALL TO ORDER**

The meeting was called to order at 6:39 pm

**2. ROLL CALL**

Present were Village President Branding, Trustees Halen, Johnson, Poynton, Rzesnik, Sprawka and Sustich. Also present was Village Administrator Vitas.

**3. PRE-SESSION ORIENTATION REVIEW PRIOR TO THE STRATEGIC PLANNING AND GOAL IDENTIFICATION WORKSHOPS**

*Dr. Gregory Kuhn from Northern Illinois University's Center for Governmental Studies, who will be the facilitator for the Strategic Planning and Goal Identification Workshop, introduced himself and provided some professional background. He said he was here to answer any questions from the board and to give them a high-level overview of what to expect.*

*Administrator Vitas talked about his past experiences with strategic planning and setting goals and stressed the importance of having a strategic plan/roadmap for the village. Having a prioritized list of goals to accomplish was one of the deliverables that would result from the workshop efforts.*

*Dr. Kuhn summarized the purpose of the retreat and why it was important for the village. The trustees voiced their opinions on the retreat and asked Dr. Kuhn what would happen afterwards.*

*Dr. Kuhn provided a synopsis of five steps that would occur during the retreat which include determining VoLZ's Mission, capturing VoLZ's Vision, performing a SWOT Analysis, recording Goals, and assigning Goals a classification. He said that the sixth step would occur after the retreat and would include assigning the Goals a priority.*

*Administrator Vitas asked the board to consider how to reach the public with the results of the workshop. Dr. Kuhn commented that the Village of Bartlett has a website with their strategic plan posted and that this was a good example of how to communicate to the community. He also suggested looking at McHenry County's website for another example of a strategic plan.*

**4. OTHER BUSINESS**

*Trustee Sustich asked to allow Public Comments.*

*Jim Tarbet, 1195 Cedar Creek Dr, said that he agrees with having a vision for the village but that some people's visions are actually dreams. He said that a realistic roadmap is necessary. He said that the best consensus is not a political consensus but a consensus where nobody's principles are compromised. Everybody comes away a winner in that process.*

**5. CLOSED SESSION / ADJOURNMENT**

MOTION made by Trustee Sprawka, seconded by Trustee Johnson to recess into closed session to discuss matters related to specific personnel and to adjourn immediately after the closed session without conducting further business.

AYES: 6 Trustees Halen, Johnson, Poynton, Rzeznik, Sprawka and Sustich

NAYS: 0

ABSENT: 0

MOTION CARRIED

Respectfully submitted: *Wende M. Dau, Village Clerk*

Approved by: \_\_\_\_\_  
President Suzanne K. Branding