

JOHNSON HISTORICAL SOCIETY
STRATEGIC PLANNING COMMITTEE MINUTES

January 29, 2020 at 1:30 PM

Present: Dick Simays, Duncan Hastings, Dean West, Mary Jean Smith, Lois Frey.

Guest: Jane Van Buren of Noonmark Consulting.

President Dick Simays called the meeting to order at 1:30 PM. There were no changes made to the agenda. Introductions were made.

The JHS Trustees named above constitute the planning group for strategic planning. They shared thoughts and expectations with consultant Jane Van Buren, who offered her guidance for developing the strategic plan. JHS Trustees will be answering two questions: 1) What is the JHS goal for the future and 2) How will JHS get there?

Dick provided Jane with the contract signed by the town for her signature. The process was completed and the contract was filed in the office.

The team agreed to a working timeline which will include a brief survey to be completed by March 6th and an All-Board Retreat in April. Retreat dates for consideration are April 2, 3, 7, 9, or 14 all of which Jane is available. The retreat would likely be from 10 AM to 3 PM at the Holcomb House. Duncan will request the availability of JHS Trustees to participate.

The Strategic Planning team will develop a brief survey and send the draft of questions to Jane. She will create a paper survey and an on-line Survey Monkey survey. The survey will be promoted as soon as it is prepared and will also be available at Town Meeting on March 3rd. The deadline for responding will be March 6th. Committee members were asked to submit potential questions to Duncan as soon as possible.

A list of citizens for Jane to interview by email and/or telephone was suggested. Potential interviewees include Barbara Backus, Bill Perkins, Sid & Marion Nichols, Linda Jones, Jacob Vandorn, and George Pearlman. Contact information will be sent to Jane by Duncan.

The purpose of the retreat will be to discuss focus areas or *buckets*, for which we will develop strategies and goals. They will include: JHS Sustainability and Relevance, Fund Development, Board Development and Governance, and Operations.

With a good start to the planning process, the meeting adjourned.

Meeting notes recorded by Lois Frey