

Windham Economic Development Committee

Strategic Planning Sub-Committee

Meeting Minutes Friday July 15, 2011

DRAFT

PRESENT: Ralph Valentine, Bob Young and Al Letizio

EXCUSED: Jay Yennaco and Phil LoChiato

Meeting called to order at the offices of Al Letizio at 8:00 AM.

Motion by Bob second by Al to accept the minutes of July 6, 2011. Vote 3-0-0

The Strategic Plan Draft 1 which was presented to the EDC meeting of July 8 was reviewed. There was a discussion about the changes and edits proposed by the EDC. Those changes will be incorporate into the draft plan.

There was further discussion re: the next step in the Strategic Planning Process. Al reminded the committee that the strategic plan is developed from broad perspective while a tactical plan, with timelines, budget, and persons of responsibility is developed with a more narrow focus. The following steps are suggested by this sub-committee:

- The edited version of the Strategic Plan Draft 1 will be presented to the EDC and the EDC will be asked to review, amend and adopt the plan;
- The EDC to review the tactical goals as assigned and track their progress;
- The Chair will focus the efforts and activities of the EDC on carrying out the goals of the strategic plan;

Motion by Bob second by Al to adjourn at 9:15, motion passed 3-0.

Respectfully Submitted,

Ralph Valentine