

# UPPER GWYNEDD TOWNSHIP BOARD OF COMMISSIONERS

## 2022 LEADERSHIP RETREAT MINUTES

January 25, 2022

### 1) Pledge of Allegiance

The Pledge of Allegiance was led by Sandra Zadell

### 2) Roll Call

Denise Hull	President
Katherine Carter	Vice President
Martha Simelaro	Commissioner
Ruth Damsker	Commissioner
Sandra Brookley Zadell	Township Manager
Megan Weaver	Assistant Township Manager
Deanna Logan	Administrative Assistant to the Township Manager

Commissioner Liz McNaney was absent

### 3) Public Comment

There was no Public Comment

### 4) Introduction- TMZ/Set Ground Rules for this event- Full Group

The seminar was led by Sandra Zadell. The first thing the team did was set for the ground rules for the session.

### 5) Focus on Team

Ms. Weaver presented the results of the DISC assessment followed by a team discussion.

The team participated in a conflict norming exercise

The team participated in a team effectiveness exercise

The team discussed lines of communication

The team discussed the public comment policy and decided on the following guidelines

1. Members of the public should register prior to the start of the meeting-include name and address. A clipboard will be available to sign up prior to the meeting
2. During public comment, each individual registered will be called up by name
3. Members of the public have up to 5 minutes to address the board. If more than 20 people have signed up for public comment, the time will be reduced to 3 minutes.
4. Time for Public Comment is assigned to the person who has signed up and cannot be ceded to another meeting attendee.

5. Please observe proper decorum to help us keep meetings respectful and productive.
6. Please respect our need to conduct a productive meeting by remaining silent during the remainder of the meeting.

6) Focus on Goals

The team participated in a 3/3/free exercise and a headlines exercise which led to the prioritization of goals

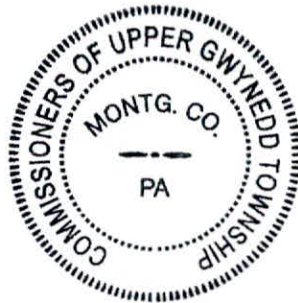
7) Goals Review and Prioritization

The team had a lengthy discussion on the 2022 goals and agreed on the following. Further discussion on goals will occur at a later date

- Clean up blight on the corner of Sumneytown Pike & West Point Pike
- BOC to visit cultural community groups within our community
- Focus on Infrastructure, Open Space, Traffic Calming
- Focus on grant acquisition

8) Adjournment

The meeting was adjourned at 3:50 pm.



/djl

Respectfully Submitted,

Sandra Brookley Zadell  
Township Secretary

**Approved February 15, 2022**