

**Record of Proceedings:  
West Chester Township Board of Trustees  
Work Session – Strategic Planning**

**October 23, 2018**

Convene: President Wong convened the meeting at 5:00 p.m.  
Roll Call: Mr. Wong, Mrs. Becker, and Mr. Welch responded.

**Township Administrator Larry Burks:**

Mr. Burks expressed his appreciation for the feedback received from the Board and said staff is being responsive to their concerns. Mr. Burks then turned the presentation over to Assistant Township Administrator Lisa Brown to review the 2019-2020 Strategic Plan.

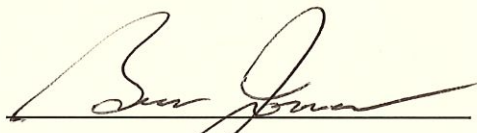
**Assistant Township Administrator Lisa Brown:**

Ms. Brown commented that the strategic plan is intended to address internal organizational operations. Things that can be done to be a better organization, above and beyond the essential services of government. Ms. Brown identified the participants, West Chester Township Vision, Mission, and Core Values, as well as the Elected Official's Role, describing them as owners of any action. The Purpose for the Strategic Plan, the Process, Priority Areas, and the Criteria and strategy for Implementation were identified. She then briefly commented on each of the 2019-2020 Strategic Goals. Ms. Brown concluded by saying the next steps amounted to adoption of the Strategic Plan at either of the next two Trustee meetings, creation of adoption plans by the Directors after the plan is adopted, and have the plan updated every six months in July and December.

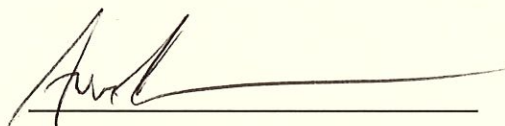
Mr. Burks commented that all actions and expenditures would be the decision of the Trustees. He expressed his appreciation for the input provided by the Directors.

Mr. Wong asked for a roll call to adjourn the meeting; all commented affirmatively.

**Respectfully Submitted,**

  
**Bruce Jones, Fiscal Officer**

**Approved,**

  
**Ann Becker, Vice President**