

Town of Berthoud  
Regular Meeting  
July 15, 2014  
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**BOARD OF TRUSTEES  
REGULAR MEETING  
JULY 15, 2014  
BOARD ROOM  
6:30 P.M.**

Board Members Present: Mayor Pro Tem Jan Dowker  
Trustee Chris Buckridge  
Trustee Jennifer Baker  
Trustee Suzie White  
Trustee Paul Alaback

Board Members Absent: Mayor David Gregg  
Trustee Mike Henning

Staff Members Present: Town Administrator Mike Hart  
Town Clerk Mary Cowdin  
Administrative Clerk Jory Haslett

Mayor Pro Tem Dowker led the Pledge of Allegiance.

**Citizen Participation**

None.

**Trustee White moved to adjourn to Executive Session to discuss issues subject to negotiations and for the instruction of negotiators. Trustee Alaback seconded the motion. The motion passed unanimously.**

Mayor Pro Tem Dowker adjourned the meeting to Executive Session at 6:32 PM. Mayor Pro Tem Dowker reconvened the meeting at 7:04 PM.

**Consent Agenda**

The consent agenda consisted of the Minutes of July 8, 2014.

**Trustee Baker moved to approve the Consent Agenda. Trustee Buckridge seconded the motion. The motion passed unanimously.**

## Communications

Gregg Piburn presented a communication program to the Trustees. He encouraged the Trustees to address relevant and difficult issues openly, honestly and courageously.

The Trustees agreed that building positive relationships and distributing information as a normal course of businesses are very important factors in improving the way the Town Board communicates.

Trustee White stated that it is important for the Town to have some strategic planning goals instead of only addressing pressing problems.

Administrator Hart stated that it is important to know how to listen to the citizens and understand what the community desires.

Trustee Alaback would like to understand how to facilitate better open houses to engage and inform the public. He thought that specific training might be helpful. He also thinks that frequent communication with the audience is important.

Mayor Pro Tem Dowker stated that more casual, one-on-one communication has been more effective. She wants to convey that the Trustees and the citizens are all “in this together”.

Trustee Alaback believes that Town needs a comprehensive communication plan. The Board concurred.

Trustee White stated that she believes there should be deadlines and timeframes so that goals are met and issues are resolved.

Trustee Buckridge and Trustee Baker agreed that defining the correct amount of information to disseminate is critical to keep the audience engaged.

The Board and Administrative Hart agreed to the following action statement: “Clarify and convey our vision through a strategic plan”.

Trustee Alaback would like to see more staff training regarding communications so that multiple staff members are able to update the Town website and Facebook page.

## Reports

Trustee Buckridge reported that the Historical Preservation committee met yesterday, but did not have a quorum. They will have their regularly scheduled meeting in August.

Clerk Cowdin reported that the water bills will be mailed in envelopes along with a newsletter in August.

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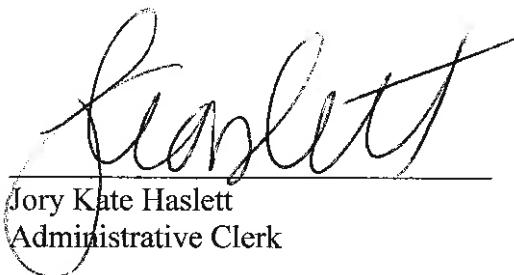
Trustee Alaback reported that the Farmer's Market will be Saturday at 9:00 AM in the Adams Bank parking lot.

Administrator Hart reported that the regional meeting is next Thursday in Estes Park.

Mayor Pro Tem Dowker adjourned the meeting at 9:33 PM.



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Mayor Pro Tem Jan Dowker



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Jory Kate Haslett  
Administrative Clerk