

**MINUTES**  
**CITY OF DELANO**  
**Spirit of Community Commission**  
**Tuesday, January 8, 2019**  
**7:00 PM**

**1. Call to Order**

The meeting was called to order by Ted May at 7:04 p.m.

**Members present:** Tammy Frommelt, Dale Graunke, Theresa Green, Sarah Grosshuesch, Joe Kittok, Ted May, Matt Schoen

**Liaison:** Nick Neaton

**Guests:** None

**2. Approval of December 11, 2018 meeting minutes**

On a motion by Sarah and seconded by Tammy, the commission voted unanimously to approve the December meeting minutes.

**3. Additions to the agenda**

The commission congratulated member Joe Kittok for his recent recognition as Delano Citizen of the Year. The Citizen of the Year banquet is April 27.

**4. Focus groups**

A. City visibility: Progress of community relations document

The committee has not met to discuss this document since the December meeting.

B. Strategic roadmap: Discuss upcoming gathering: “Making a Difference by Design” - Feb. 28 from 4:30 - 6 p.m.

The next community workshop is scheduled for February 28 from 4:30 - 6:00 p.m. Entitled “Making a Difference by Design” and led by the Initiative Foundation, the workshop provides an overview of program evaluation starting with design. The committee discussed how to market the workshop and how to prepare attendees to get the most out of the experience.

1. Branding

The committee discussed several ideas for branding this series of community offerings, including and beyond the Feb. 28 workshop. The committee agreed on “Spirit of Community Vision Trainings.”

2. Marketing

City staff will begin advertising the workshop soon via e-mail, social media, press releases, and hard-copy flyers. Contacts without e-mail will receive hard-copy flyers. City staff will also contact the chamber of commerce and clergy members for help in advertising the workshop.

3. **Preparing attendees to maximize their experience**

Workshop participants will receive instructions on steps they should take to prepare for full participation in workshop content. Participants should bring information that outlines their group's mission, goals, and purpose; its projects, activities, and services; and its leadership structure.

**5. Review of mission, vision, and values language**

Ted, Sarah, and Nick met between meetings to revise City values in order to make them more outward-oriented. The commission reviewed these revisions. The group will work to make the phrasing more uniform and consistent before the council-staff retreat in February

**6. Development of Commission brand**

Al has not made progress with his contact at Delano High School on this project, but he plans to continue pursuing it.

**7. Plans for public outreach**

Commission members expressed interest in participating in the Chamber of Commerce expo, typically held in April. Nick noted that the chamber was considering other locations for this year's event, and the chamber has not yet set a date.

**8. Committee membership: Review membership terms and make a plan for recruiting new candidates.**

Committee membership terms expire on February 28. The commission has one opening. Ted will write an article for the Delano Herald Journal advertising potential membership. City staff will look into age and residency requirements for membership.

**9. Other business**

**10. Adjournment**

On a motion by Theresa and seconded by Sarah, the meeting was adjourned at 7:47 p.m.

Next meeting: Tuesday, February 12, 7:00 p.m. at Delano City Hall.