



301 W. Main St.
Town Hall
Carrboro, NC 27510

**Town of Carrboro
Council Retreat Meeting Minutes
Town Council**

August 27, 2022

12:00 PM

Rizzo Center – Chapel Hill, NC

The Town Council retreat session was held at the Rizzo Center located at 150 Dubose Home Ln., Chapel Hill, NC 27517 beginning at 12:00 PM and ending at 4:30 PM.

Present: Mayor Damon Seils, Council Member Susan Romaine, Council Member Barbara Foushee, Council Member Randee Haven-O'Donnell, Council Member Danny Nowell, Council Member Eliazar Posada, Council Member Sammy Slade

Also Present: Richard White, Town Manager; Wesley Barker Town Clerk; Nick Herman, Town Attorney; Rebecca Jackson and Peg Carlson with the UNC School of Government.

Rebecca Jackson and Peg Carlson with the UNC School of Government's Center for Public Leadership and Governance facilitated this retreat. The retreat objectives consisted of the following: 1) developing a set of operating principles that guide how Town Council wants to work together; 2) clarifying roles and relationships in the Council-Manager form of government; 3) gaining an understanding of high performing organization framework and the Council's role in creating and supporting a culture of high performance; and 4) identifying action steps to document the agreements made at the retreat.

The retreat facilitators and Town Council Members then discussed being intentional about what the Council is doing as a group, as it relates to structure and process. Also, how to address diversity of opinions among members before moving forward as a team, to achieve the goals of the team.

The discussion on clarifying roles and relationships in the Council-Manager form of government was tabled until another time so the focus for the retreat could be focused on Council Member relationships.

The facilitators then led the Town Council self-assessment results activity which were completed prior to the retreat by Council Members. Items discussed from this assessment included conversation and communication among Council Members and public trust when opposition occurs during public meetings.

It was also suggested that Council should focus on tasks that they can take action on and not veer off into discussions that they cannot control. Also, focus on the topics that are Carrboro specific and what the tasks at hand are for the Town.

Finally, the facilitators reviewed with Council Members examples of town council procedure manuals from various municipalities and a discussion ensued on creating a revised town council procedure manual for Carrboro.

ADJOURNMENT

Motion was made by Council Member Posada, seconded by Council Member Nowell, to adjourn the Town Council retreat.

The motion carried unanimously.