CITY OF BIRCHWOOD VILLAGE
Orientation Workshop
March 16, 2017

MINUTES

MEMBERS PRESENT: Mayor Mary Wingfield; Council Members: Kevin Woolstencroft, Trilby White, Randy LaFoy and Megan Malvey.

STAFF PRESENT: City Administrator Tobin Lay

OTHERS PRESENT: Pamela Whitmore, League of MN Cities/Presenter; Amber Eisenschenk, League of MN Cities/Presenter; Randy Felt, Planning Commission; Aimee Gourlay, Mediation Center/Presenter; Steve Schad, Dog Park Committee; Ben Creagh, Roads & Streets Committee; others

ORIENTATION WORKSHOP AGENDA

A. Good Governance

Pamela Whitmore and Amber Eisenschenk: Introduced the duties of the League of Minnesota Cities and resources provided by the League. Discussed the various types of cities in MN and the statutes that limit power within cities, Birchwood- weak mayor system with limited additional powers, discussion of city authority and roles of the governing board. Information given and questions answered about MN Open Meeting Law. Questions from participants were answered.

B. Constructive Conflict Communication

Amy Gourlay: Introduction to how to communicate effectively when conflict arises and how to understand conflict, discussion as to how to handle conflict and use it in a productive manner. Discussed how to listen effectively, active listening vs basic listening, nonverbal communication. Questions from participants were answered.

ADJOURN

Mary Wingfield
Mayor

ATTEST:

Tobin Lay
City Administrator-Clerk