

MEMORANDUM

To: Joyce Murray, President, Mt. Lake Country Club, Joan Fitzhugh, President, Mt. Kemble Lake Association, Bobbi Coulter, President, Lakeshore Co.

From: Mt. Kemble Lake Association Planning Committee (MKLA-PC)

Subject: Planning Agenda – 2005-06

September 13, 2015

The newly constituted MKLA-PC met last week to organize and “agendize” plans for the preparation of a comprehensive planning report to the community at the Association’s annual meeting. This memo is to apprise the boards in overview of the tasks and task schedule to be accomplished to meet that goal and to solicit input directly from each board to be included in the report.

1. **Board Input** – The MKLAPC feels strongly that ideas and recommendations for future community actions envisioned by each board should provide major input to the planning report. By this memo, the MKLA-PC is requesting that the members of each board provide the Committee with suggestions and recommendations by 1 November, 2005. Specifically the MKLA-PC is looking for:

- Specific actions or activities that the board is considering.
- Ideas/proposals under board consideration
- Any specific issues that the board would like systematically obtained community feedback on.

The time frame for the above should be the next 1 – 5 years (or longer if appropriate). In addition, to an open-ended discussion of ideas and recommendations for community action in the outpost focus group meetings, the MKLA-PC intends to offer to the boards the opportunity to include a total of 5 issues in those focus groups for items of specific concern to the board.

2. **Community Input** – The process for obtaining broad community input will parallel that completed in 1996, using local outpost meetings, since it will have been 10 years since a similar input was obtained. The phases and approximate schedule are as follows:

| Task | Complete by |
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| 1. Request Board input | 23 August |
| 2. Identify outpost meeting locations | 23 August |
| 3. Overview of process and meeting invite to community by location | 1 October |
| 4. Receive Board input | 1 November |
| 5. Complete outpost meetings | 15 November |
| 6. Consolidate input – draft survey | 1 December |
| 7. Review draft survey with boards for additional input and finalize | 31 December |
| 8. Distribute survey to community | 15 January, 2006 |
| 9. Survey completion and tabulation | 15 February |
| 10. Draft planning report | 1 March |
| 11. Presentation to community | Annual meeting or as requested by MKLA |
| 12. Finalize report and plan next event cycle | 15 April |