

VILLAGE OF ST. JOSEPH  
Executive Coaching Session  
February 8, 2022

Mayor Fruhling-Voges called the meeting to order at 6:00 p.m. Fruhling-Voges gave opening remarks regarding what she hoped the Village would gain from the meeting tonight. She said that she felt that the Board and Staff were always a team but with so many changes in Board members, staff, and the addition of a Village Administrator, that she thought this would be a great exercise in getting everyone's roles and expectations in line with each other.

In attendance were: Tami Fruhling-Voges, Mayor; Jim Wagner, Trustee; Jeff Van Buskirk, Trustee; Max Painter, Trustee; Dan Davis, Trustee; Terri Cummings, Trustee; Art Rapp, Trustee; Joe Hackney, Village Administrator; Tiffany McElroy-Smetzer, Village Clerk; Deb Routh, Village Treasurer; Mike Peters, Village Public Works Superintendent; Luke Fisher\*, Village Assistant Public Works Superintendent; Ashley York, Village Office Staff; and James Arndt, Executive Coaching Management Consultant.

The group participated in exercises including:

- 1) Team Building Exercises
- 2) Role Clarification Exercises
- 3) Best practices
  - Village Board of Trustees in collaboration with the Village Administrator
  - Core Duties
  - Meeting Decorum (Board Rules and Regulations)
  - Staff Direction and Supervision
  - Standing Committees vs. Project Based Committees
- 4) Pathways for Success

Also discussed were other resources for professional development.

At 9:10 the session ended.

These minutes are respectfully submitted.

  
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Tiffany McElroy-Smetzer  
Village Clerk