

QUONSET DEVELOPMENT CORPORATION STRATEGIC PLANNING COMMITTEE MEETING

April 22, 2010

A meeting of the Strategic Planning Committee of the Quonset Development Corporation (the "Corporation") was held at 4:00 p.m. on Thursday, April 22, 2010: at the offices of the Corporation located at 95 Cripe Street, North Kingstown, Rhode Island, pursuant to notice to all members of the Strategic Planning Committee and a public notice of the meeting as required by the Bylaws of the Corporation and applicable Rhode Island Law.

The Following members constituting a quorum were present and participated throughout the meeting as indicated: John Simpson, Barbara Jackson and Robert Breslin. John Patterson, QDC board member; Kevin Barry, Finance Director; Katherine Trapani, Planning Manager; Christine Andrews Administrative Assistant of Quonset Development Corporation; David Preston of New Harbor and Meredith Pickering from RI Senate Finance participated as indicated:

1. CALL TO ORDER;

The meeting was called to order at 4:10 p.m. by Chairperson John Simpson.

2. APPROVAL OF MINUTES FROM AUGUST 4, 2009:

Upon motion duly made by Barbara Jackson and seconded by Robert Breslin.

VOTED: To approve the minutes of the meeting of August 4, 2009, as submitted to the Strategic Planning Committee.

Voting in favor were: John Simpson, Robert Breslin and Barbara Jackson

Voting against were: none.

Unanimously approved.

3. APPROVAL OF MINUTES FROM AUGUST 17, 2009:

Mr. Breslin would like to amend the last sentence so it reads:

"Mr. Barry added that he thought it would make good sense to have a combined meeting with the Strategic Planning Committee and Audit Finance Committee to report on the status of these goals to the Board."

Upon motion duly made by Barbara Jackson and seconded by Robert Breslin.

VOTED: To approve the minutes of the meeting of August 17, 2009, as amended.

Voting in favor were: John Simpson, Robert Breslin and Barbara Jackson.

Voting against were: none.

Unanimously Approved.

4. REVIEW OF THE QDC MANAGEMENT OPERATING PLAN:

Prior to discussing the operating plan, members requested that future Board packets for land transactions include the following:

1. how transactions meet goals and objectives
2. list the principals of the companies

Mr. Simpson stated the purpose of this meeting is to review and comment on the QDC Management Operating Plan that was put together by the QDC staff and The Maguire Group.

The committee members discussed the Operating Plan and identified the following modifications:

- Page 1
 - second bullet change it to read: "Identifies the resources required to implement and sustain the plan"
 - Document should be dated
 - Background:
 - add to beginning of the second sentence "As of (insert date) The Park has....."
- Page 2:
 - QDC Board
 - delete first sentence
 - QDC Mission
 - second bullet should read, "Contribute to the funding of State and Local governments through tax generation."
- Page 3:
 - change first sentence to: "The QDC, working with its Strategic Planning....."
 - Critical Success Factor number 7 to read "Maintain all QDC roads, grounds and public infrastructure to sustain the appeal to the Park."

Ms. Jackson requested that Steven King make sure that the wording of Critical Success Factor number 7 will not have an effect with the on going discussion with the Town of North Kingstown.

- Add title "Implementation Plan" to the Critical Success Factors Matrix
- change the last sentence to read "The Critical Success Factors appear in the Implementation Plan as objectives and actions."
- Page 4:
 - page title should be: "QDC Goals" not "QDC Objectives"

- Page 5:
 - On each organizational chart box add number of staff for each supervisor
- Page 6:
 - On each organizational chart box add number of staff for each supervisor

- Page 7:

- Implementation:

Committee discussed the opening paragraph, very important paragraph leads into the way the plan works. Committee agreed to the following changes and or modifications:

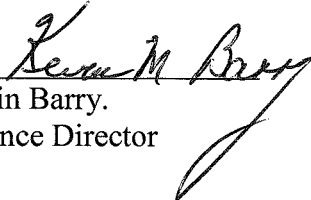
- first sentence needs to be deleted
- change “measure” to “target”
- performance target in each objective not in each action
- subcommittees to have a role in setting targets
- change “objectives” to “goals” and “strategies” to “objectives”
- performance measure will be on the objectives - staff reports to the subcommittee for each
- staff report to be handed out on objectives and goals at each board meeting once plan is approved
- goals and objectives reinforce the Critical Success Factor

Next Steps:

- Ms. Trapani and Mr. Barry will re-write opening paragraph for Implementation.
- Make changes- reissue to committee via email for final comments
- May 12, 2010 joint meeting with Strategic Planning, Marketing and Finance subcommittees
- First draft to be handed out to board members for the May 19, 2010 board meeting
- Final plan for approval by board for the June 21, 2010 board meeting

There being no further business to come before the committee, upon motion duly made by Mr. Breslin and seconded by Ms. Jackson the meeting was adjourned at 5:15 p.m.

Respectively submitted:

By: 
 Kevin Barry.
 Finance Director

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