



MINUTES OF  
CITY OF CREEDMOOR  
BOARD OF COMMISSIONERS SPECIAL  
SESSION  
**FEBRUARY 12, 2021**  
9 A.M.

**Present in Person at City Hall Boardroom**

Mayor Bobby Wheeler, Mayor Pro Tem Kechia Brustmeyer-Brown, Commissioner Georgana Kicinski, and Commissioner Emma Albright. Also present were City Manager Gerald Smith, City Attorney T.C. Morphis, City Clerk/PIO Barbara Rouse, Interim City Clerk/ PIO Kevin Murphy and UNC School of Government instructors Peg Carlson and Carl Stenberg.

**Present via Zoom Video-Conference**

Commissioner Ed Mims and Commissioner Robert Way.

**Absent**

None

**Call to Order**

Mayor Wheeler called the meeting to order at 9:06 a.m. Commissioner Georgana Kicinski offered the invocation, and Commissioner Emma Albright led the Pledge of Allegiance.

**Roll Call**

None

**Agenda for City of Creedmoor Board Retreat**

Agenda for Special Session UNC School of Government: Strengthening Your Effectiveness as a Governing Team presented to the Board.

Welcome, introduction and ground rules presented by UNC School of Government instructors Peg Carlson and Carl Stenberg.

One additional rule added to the guidelines by Commissioner Ed Mims “No Blame Zone.”

**Habits of High-Performing Boards**

Habits of High-Performing Boards Power Point presented by UNC School of Government instructors to the Board of Commissioners. Board members discussed how they compare and how they would grade themselves based on the Habits presented.

Discussion about working together as a governing team, Commissioners’ expectations of one another.

**Break**

Mayor adjourned for a break at 10:37 a.m.

Mayor called meeting back into session at 10:51 a.m.

**Commissioners’ Expectations of One Another and Expectations of Mayor**

Discussion between the elected officials about working together as a governing team and how they strengthen their efficiency continued.

Discussion from Commissioners’ on their expectations of the Mayor focused on practices and communication.

**Mayor’s Expectations of Commissioners**

Discussion from Mayor on his expectations of the Commissioners, and his role on the Board.

**Lunch Break**

Mayor adjourned for a lunch break at 12:09 p.m.

Mayor called the meeting back into session at 12:42 p.m.

**Mayor and Commissioners' Expectations of City Manager and Manger Expectations of Commissioners and Mayor**

Mayor and Board of Commissioners wrote out what they expected of the City Manager moving forward and based on their previous experience.

City Manager discussed his role in a Council Manager form of government based on his experience working in other municipalities.

**Next Steps**

Next steps discussions included scheduling of additional retreat, weekly manager reports, communication schedule between Commissioners and City Manager (response time expectations), and potential agenda for the March 1<sup>st</sup> 2022 Board of Commissioners Legislative Meeting. No action was taken by the council.

**Adjourn**

Mayor Wheeler moved to adjourn the meeting at 3:46 p.m. Commissioner Georgana Kicinski seconded the motion.

  
Robert V. Wheeler | Mayor

ATTEST:

  
Barbara Rouse | City Clerk

