

# Town and County of Nantucket Select Board • County Commissioners

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C. Elizabeth Gibson  
Town & County Manager

***AGENDA FOR THE MEETING OF THE  
SELECT BOARD  
JUNE 13, 2023 - 9:00 AM to 12:00 PM  
MEETING TRAILER  
131 PLEASANT STREET  
NANTUCKET, MASSACHUSETTS***

- I. CALL TO ORDER***
- II. ANNUAL SELECT BOARD GOVERNANCE WORKSHOP***
- III. ADJOURNMENT***

# MEMO

Date: June 2, 2023

To: Select Board Members  
C. Elizabeth Gibson, Town Manager

From: Julia Novak, Executive Vice President, Raftelis

Re: Governance Retreat

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I look forward to being with you on July 13<sup>th</sup> to facilitate your annual governance retreat. The purpose of this memo is to share the agenda and provide some questions for you to reflect upon in preparation for our conversation.

## Logistics

When: Tuesday, June 13, 2023  
9:00 AM to 12:00 PM

Where: 131 Pleasant Street  
Nantucket, MA 02554

## Purpose

- Connect with one another and discuss how to effectively govern in today's climate
- Continue to build on the Select Board's ability to govern effectively

## Preparation

### Intentional Governance

This governance retreat offers the Select Board an opportunity to come together and share their aspirations for working together to lead the community. Please spend some time considering the following questions to participate in a conversation on Coming Together – Leading Together.

Question	Response
<b>What is your personal motivation for, and commitment to, serving on the Select Board?</b>	
<b>What unique perspective do you bring to the Board and how can it be leveraged to help the Board and the Town be successful?</b>	

Question	Response
<p><b>The Board will also have a new Chair. We will have a conversation about what the Board and Town Administration need from the Board Chair.</b></p>	
<p><b>What key qualities and attributes should the Board Chair demonstrate to best serve the interests of the Board, the community, and Town Administration?</b></p>	
<p><b>Are there specific roles and responsibilities you expect the Board Chair to fulfill in order to effectively support the work of the Board and Town Administration?</b></p>	
<p><b>We will invite the Town Manager to address the following questions also from her perspective as the leader of the Town Administration.</b></p>	
<p><b>How do you perceive the ideal working relationship between the Select Board and Town Administration, and what steps will you take to foster that relationship?</b></p>	
<p><b>What strategies are crucial for promoting open communication and constructive dialogue among Board Members and with Town Administration?</b></p>	
<p><b>How do you envision the Town Manager's role in supporting the priorities (Strategic Plan) of the Board, and how can both parties work together to effectively achieve shared objectives?</b></p>	
<p><b>Final Question for the Board</b></p>	
<p><b>Finally, what do you hope THIS Board will be known for?</b></p>	

## Norms

- Listen with respect
  - Let others finish before you start talking
  - Be attentive to the speaker
  - Disagree agreeably
- Be:
  - **BOLD**
  - Positive and realistic
  - Candid and honest
  - Patient and self-aware
  - Engaged and fully present
- Strive for consensus
  - Look for opportunities to agree
  - Remember the power of “if” and “and”
- Have fun!

## Agenda

### Setting the Stage

- Welcome and introductions
- Agenda review
- Norms and expectations

### Debriefing Monday’s Retreat

We will spend a few minutes debriefing the conversation with the invited Boards and Committees that was held on June 12.

### Coming Together – Leading Together – Intentional Governance

Any time there is a change in membership of a group, dynamics and relationships change. We will debrief each of the questions included in the preparation section of this memo and create space for conversation about working relationships and goals.

### The Board’s Business Meeting

We will discuss procedural issues related to the Board’s Business Meetings and determine if any adjustments are appropriate.

### The Strategic Plan – Where are We?

This spring, we worked with Town staff to understand how and where the Strategic Plan has been operationalized in the last several years. We will provide a high-level update and discuss implications and expectations for the Board’s Strategic Planning session scheduled for October 24, 2023.

### Next Steps/Adjourn

As the session comes to a close, each participant will be asked to share a parting thought about the retreat and what lies ahead.