

**Work Session Minutes  
Duncan Common Council  
Saturday, January 8, 2022; 10:00 am  
Duncan Town Hall; 506 SE Old West Highway  
Duncan, Arizona**

**Call to Order:** Called to order at 9:59 am

**Roll Call:** Mayor Ann Thurman, Vice-Mayor Valerie Smith 10:30, Council Member Jill Wearne, Council Member Deborah Mendelsohn via zoom, Interim Town Manager Philip Cushman, Assistant Town Clerk Megan Bejarano present, Council Member Alex Blake absent.

**Pledge of Allegiance:**

**Prayer:**

1. **Call to Public:** No Call to the Public
2. **Summary of Current Events:**
  - a. **Mayor's Report:** No report
  - b. **Council Members Report:** No report
  - c. **Town Manager's Report:** No report
3. **Community Organizations and Current Events Reports:** No community reports
4. **General Plan Development: Introduction, Schedule, Process, and Analytical Techniques:** We need a public hearing and 60 days' notice to all public agencies before we can approve the General Plan. There is also a period after it is adopted that the public can challenge it. The schedule for the meetings was approved with a slight change, the meeting on February 4<sup>th</sup> will be moved to February 5<sup>th</sup>.
5. **General Plan Development: Core Values:** Council discussed designing an ethical organization, rather than just a legal one. They discussed a Code of Ethics for Elected Officials. They believe a "Code of The West" would be good for our Town, as it describes "Small Town Life".
6. **General Plan Development: Vision Statement:** Manager Cushman gave some examples of good vision statements. A good vision statement should be short, sweet, and to the point. Council and Staff did a brainstorming activity practicing writing vision statements.
7. **General Plan Development: Mission Statement:** The mission statement should be the action behind the vision statement. The Council and Staff did a brainstorming activity practicing writing mission statements.

8. **Consideration of Date and Time of Next Meeting:** Council reviewed the agenda for the next meeting.
9. **Consideration of Items for The Next Meeting:** Council reviewed the agenda for the next meeting.
10. **Adjournment:** Meeting adjourned at 12:26 pm

**Certification:**

**I hereby certify that the foregoing minutes are a true and correct copy of the Work Session Meeting held on the 8<sup>th</sup> day of January, 2022. I further certify that the meeting was duly called and held and that a quorum was present.**

**Dated this 12<sup>th</sup> day of January, 2022**

**Special Meeting Minutes, January 8, 2022**

**Assistant Town Clerk  
Megan Bejarano**