

# **AD HOC MASTER PLAN COMMITTEE**

## **Purpose**

To complete the vision work and help set the goals for the Lake Merced Task Force. Provide guidance and make recommendations for the lake's master plan to the larger task force.

## **Members**

One to two representatives from each of the standing committees: Nature, Recreation, Resources, and Water

## **Guidelines for Facilitated Meetings**

- Each meeting will have an agenda with a suggested structure and desired outcomes/timeframes for discussion.
- Discussions will be documented in order to validate comments and avoid duplications.
- Action items, and individuals responsible for them, will be clarified and recorded.
- Discussions will be moved forward and input will be managed appropriately.
- Issues will be addressed with no personal attacks on individuals.
- People will be encouraged to take on appropriate tasks and be held accountable towards meeting the necessary goals.
- Committee will deal with specific technical issues regarding the lake and not get bogged down in process. There needs to be tangible outcomes with physical results for the lake that continue to motivate people to take action (e.g. bringing the water level up.)

**October 20, 2004**

**Objectives**

- Revisit the common ground among the committees on the Lake Merced Task Force.
- Review the expectations and actions plan from the previous meeting.
- Gain further alignment for the role the committee can take in supporting a master plan for Lake Merced.
- Determine next actions.

6:00-6:05	Welcome Objectives of Meeting	Mondy
6:05-6:15	Review Expectations, & Common Ground from Previous Meeting	Laurie
6:15-6:45	Review Action Plans from 9/8/04	All
6:45-7:30	Based on Actions Taken-What's Next?	All
7:30-7:45	Break	
7:45-8:30	What's Next? contd.	All
8:30-8:45	Next Steps	All
8:45-9:00	Debrief Meeting	All