

PLANNING PROCESS

Planning Template

- Executive Summary
- Products and Services
- Branch Locations and Deposit Metrics
- National Economic and Banking Outlook
- State Economic and Banking Outlook
- Historical Financial Performance
- Budget w/ three-year projections
- Internal SWOT Analysis
- Strategic Initiatives w. Action Plans
- Management Succession Plan
- Board Succession Plan
- IT Strategic Plan
- Capital Plan
- Plan Summary

Planning Process

Before Retreat

- Collection of key documents including recent strategic plan, management & board succession plans, capital plan, and current budget
- Provide SWOT/Strategy survey to planning team, key staff, and board members via email (responses returned directly to KPN to ensure honest feedback)
- Collect and analyze survey results in preparation for planning retreat
- Begin creating preliminary planning document from information collected

During Retreat

- Identify key strategic initiatives and develop detailed action plans to achieve specified strategies - including project description, implementation strategies, completion dates, and person(s) responsible for completion
- Review budget and get board agreement on growth rates for next 2-3 years

After Retreat

- KPN will develop a preliminary strategic plan for the Board and senior management to review.
- Once final input has been provided, KPN will deliver a final strategic plan for dissemination.

Typical Schedule/Agenda

- 7:00 am Breakfast
- 8:00 am National/State economic overview, regulatory expectations
- 9:45 pm Bank financial review, peer analysis, succession planning
- 12:00 pm Lunch & Discussion
- 1:00 pm Strategic initiatives/action plans, budget growth rates, SWOT
- 3:30 pm Participant questions, plan summary, adjourn

References Available Upon Request