



AGENDA

BOARD OF DIRECTORS

Tuesday, April 21, 2015

1:30pm – West Center

Directors: Joe Gunton (President), Ron Sills (Vice-President), Barbara Mauser (Secretary), John Hadley (Treasurer), Richard Kidwell (Asst. Secretary), Vicky Mournian (Asst. Treasurer), John Arnold, Gunnar Bonthron, Tom Kennel, Kathy Palese, Leslie Shipley, Tony Zabicki, Kent Blumenthal (non-voting)

	Agenda Topics	Board Member	Action
I.	Call to Order/Quorum	Gunton	X
II	Approval of Agenda	Gunton	X
III.	Consent Calendar		
	A. Approval of the Board of Directors Meeting Minutes of March 17, 2015		X
	B. Approval of the Board of Directors Reorganization Meeting Minutes of March 25, 2015		X
	C. Ratify board decisions from November 11, 2013 through March 24, 2015		X
IV.	President's Report	Gunton	
V.	CEO Report	Blumenthal	
VI.	Unfinished Business		
VII.	New Business		
	A. Appointment of 2015-2016 Committee Chairs		X
	1. Board Affairs (BA)		
	2. Fiscal Affairs (FA)		
	3. Planning & Evaluation (P&E)		
	4. Nominations & Elections (N&E)		
	B. Appointment of 2015-2016 Sub-Committee Chairs		
	1. Facilities Assessment Work Group (FAWG)		
	2. Bylaws		
VIII.	Member Comments		
IX.	Executive Session (legal)		
X.	Adjournment		

**In accordance with GVR Bylaws, all meetings of the Board at which official business of The Corporation is transacted, with the exception of meetings limited to personnel and/or legal matters, shall be open to all members of The Corporation.*

An executive session "placeholder" is added to each Regular Meeting Board agenda should the Board have personnel and/or legal matters to address. Meetings shall be governed by Roberts Rules of Order unless otherwise determined by the Board of Directors.

GVR members are permitted to address the Board at meetings. Members may address the Board for two (2) minutes. More time may be allotted to a member, at the discretion of the President/Chair.



A regular meeting of the GREEN VALLEY RECREATION, INC. BOARD OF DIRECTORS was held on Tuesday, March 17, 2015 – 1:30pm at Las Campanas. The Vice-President being in the chair and the Secretary being present.

1. Call to order / Quorum / Approval of Agenda

Vice-President Nisson called the meeting to order at 1:30pm, MST.
Roll call by CEO Blumenthal. Quorum established.

Members Present: Blaine Nisson (Vice-President), Gunnar Bonthron (Assistant Secretary), Ron Sills (Secretary), John Arnold, Jim Burt, John Hadley, Tom Kennel, Richard Kidwell, Barbara Mauser, Kent Blumenthal (non-voting)

Members Present via Teleconference: Jeff Harrell (Assistant Treasurer)

Absent: Joyce Finkelstein (President), Joe Gunton (Treasurer)

Staff: Jim Conroy (Director – Recreation & Leisure Services), Guy Sundvik (Facilities Director), Cheryl Moose (Controller), Sherri Cadeaux (Marketing & Communications), Randy Cheatham (IT Director), Sue DeKoker (Administrative Assistant), Jen Morningstar (Executive Assistant to the CEO)

Visitors: 25

MOTION. Burt / Seconded. Approve meeting agenda as amended to include Resolution Authorizing Controller for Fiscal Matters; Executive Session for Legal Issue).

Passed: Unanimous.

2. President's Comments: VP Nisson praised the public briefing on Abrego North pool on Friday, March 13, 2015 by CEO Blumenthal and staff.

3. Consent Calendar

MOTION. Mauser / Seconded. Approve Consent Calendar consisting of the Board of Directors meeting minutes of February 24, 2015, as amended.

Passed: Unanimous.

4. CEO Report

Blumenthal thanked outgoing Directors for their service. Blumenthal reported on Senior Games; Arts & Crafts Fair; North Abrego pool briefing; financial update with reserve fund status; East Center pickleball construction bids; beta test of video feeds; East Center pool testing scheduled Wednesday, March 18.

Committee Reports

A. Fiscal Affairs

Abrego North recommendation

MOTION: Sills / Seconded. Authorize an expenditure of up to \$15,000 from the Capital Replacements Reserve Fund to investigate the failure of Abrego North pool and to determine what is required to repair the pool to its fully operational, pre-failure condition and at what cost; further, refer results of the investigation to the Planning & Evaluation committee for its assessment of the fact-finding investigation and recommendation to the Board of Directors for future action.

Passed: 9/Yes; 0/No; 1/Abstain (Harrell)

B. Planning & Evaluation

Sills reported the P&E committee will discuss the status of the Abrego North pool following completion of the fact-finding work by Kratt Construction (Tucson). In response to an RFP by the Facilities Assessment Workgroup (FAWG), bids from four architectural and engineering firm finalists are due by March 27, 2015. The bids will be considered by FAWG the first week of April. Results of the RFP process will be reported to P&E.

5. Unfinished Business

None.

6. New Business

A. Verizon Wireless Cell Tower

MOTION: Arnold / Seconded. Approve the *Option & Land Lease Agreement* negotiated with Verizon Wireless by the CEO and have the GVR President (or Vice President in the absence of the President) sign the Agreement in accordance with *Bylaws ARTICLE VII — OFFICERS AND CHIEF EXECUTIVE OFFICER, Section 4: Responsibilities of Officers, A. President.*

Passed: 9/Yes; 0/No; 1/Abstain (Harrell)

B. Corporate Resolution: Controller Authorization

MOTION: Arnold / Seconded. Be it Resolved, that the GVR Controller (finance director) is authorized to act on behalf of Green Valley Recreation, Inc., in conducting business with financial institutions on behalf of the Corporation, with oversight provided by the CEO.

Passed: 9/Yes; 0/No; 1/Abstain (Harrell)

7. Member Comments: 1

Recess Regular Session

**MOTION: Hadley/Seconded. Recess the Regular Session and convene in Executive Session.
Passed: 9 /Yes, 0/No, 1/Abstain (Harrell).
Regular Session was recessed at 2:25pm.**

8. Executive Session (legal) – Board of Directors only.

9. Reconvene Regular Session

The Regular Session was reconvened at 3:20pm, MST.

10. Adjournment

The Regular Session was adjourned at 3:21pm, MST.

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A reorganization meeting of the GREEN VALLEY RECREATION, INC. BOARD OF DIRECTORS was held on Wednesday, March 25, 2015 – 9:00am at Canoa Hills Social Center. The Secretary being in the chair.

Members Present: Ron Sills (Secretary), Gunnar Bonthron (Assistant Secretary), Joe Gunton (Treasurer), John Arnold, John Hadley, Tom Kennel, Richard Kidwell, Barbara Mauser, Kathy Palese, Leslie Shipley, Tony Zabicki, Kent Blumenthal (non-voting), Vicky Mournian

Staff: Jim Conroy (Director – Recreation & Leisure Services), Guy Sundvik (Facilities Director), Cheryl Moose (Controller), Randy Cheatham (IT Director), Sue DeKoker (Administrative Assistant), Jen Morningstar (Executive Assistant to the CEO), Carolyn Hupp, Melanie Stephenson, David Coy, Rosita Studevan, Maureen McCarthy, Kris Zubicki, Julie Vance, David Jund, Sherri Cadeaux.

Visitors: GVR Attorney Wendy Ehrlich, Parliamentarian Joe Theobald, David Rookhuyzen (GVR News), 16 additional visitors.

1. **Executive Session (legal)** The Directors held an executive session prior to the start of today's meeting.
2. **Call to order:** Secretary Sills called the meeting to order in open session at 9:34am
3. Attorney Ehrlich addressed the Directors and explained procedures of the Board of Directors.
 - a. Explained each of the governing documents and the way the corporation operates
 - b. Detailed duties of Directors; duty of care, fiduciary duty and duty of loyalty. Attorney client privilege.
 - c. Open meeting, executive session, email procedures
 - d. Director protections; Director insurance coverages
4. Parliamentarian Joe Theobald addressed and briefed the Directors and answered questions on the basics of Parliamentary Procedure.
5. Secretary Sills announced there was a vacancy on the Board of Directors and following procedures spelled out in our Bylaws, in our most recent election; Vicky Mournian received the next highest number of votes. Vicky was asked if she would accept the seat. Mournian agreed and was asked to join the Directors at the table.

6. Election of Officers

a. President

i. Nomination

1. GUNTON 6 – WILL RUN
2. HADLEY 1 – WILL NOT RUN
3. KENNEL 3 – WILL RUN
4. ZABICKI 1 – WILL NOT RUN
5. ABSTAIN 1

ii. Election

1. GUNTON 9
2. KENNEL 2
3. KIDWELL 1

b. Vice-President

i. Nomination

1. ARNOLD 2 – WILL RUN
2. KENNEL 2 – WILL RUN
3. MAUSER 2 – WILL RUN
4. SILLS 4 – WILL RUN
5. ZABICKI 2 – WILL NOT RUN

ii. Election – 1ST VOTE

1. ARNOLD 2 - WITHDRAW
2. KENNEL 3 – WILL RUN
3. MAUSER 2 – WITHDRAW
4. SILLS 5 – WILL RUN

iii. Election – 2nd VOTE

1. KENNEL 3
2. SILLS 9

c. Secretary

i. Nomination

1. HADLEY 2 – WILL NOT RUN
2. KENNEL 2 – WILL NOT RUN
3. MAUSER 5 – WILL RUN
4. PALESE 1 – WILL NOT RUN
5. ZABICKI 1 – WILL NOT RUN
6. ABSTAIN 1

ii. Election

1. MAUSER 12

d. Treasurer

i. Nomination

1. ARNOLD 3 – WILL RUN
2. BONTHRON 1 – WILL NOT RUN
3. HADLEY 2 – WILL RUN
4. KIDWELL 1 – WILL NOT RUN
5. KIDWELL 1 – WILL NOT RUN
6. MOURNIAN 3 – WILL NOT RUN
7. ZABICKI 1 – WILL NOT RUN

ii. Election – 1st VOTE

1. ARNOLD 6 – WITHDRAW
2. HADLEY 6 – WILL RUN

iii. Election – 2nd VOTE

1. ARNOLD 2
2. HADLEY 10

e. Assistant Secretary

i. Nomination

1. ARNOLD 2 – WILL NOT RUN
2. BONTHRON 2 – WILL RUN
3. KIDWELL 3 – WILL RUN
4. SHIPLEY 2 – WILL RUN
5. MOURNIAN 3 – WILL NOT RUN

ii. Election – 1st vote

1. BONTRHON 2 – WILL RUN
2. KIDWELL 6 – WILL RUN
3. SHIPLEY 3 – WILL RUN
4. MOURNIAN 1

iii. Election – 2nd VOTE

1. BONTHRON – 1
2. KIDWELL 9
3. SHIPLEY 2

f. Assistant Treasurer

i. Nomination

1. ARNOLD 6 – WILL NOT RUN
2. BONTHRON 1 – WILL NOT RUN
3. KENNEL 1 – WILL NOT RUN
4. SHIPLEY 1 – WILL NOT RUN
5. MOURNIAN 2 – WILL RUN

ii. Election

1. MOURNIAN 11
2. ABSTAIN 1

3.

7. Appointment of Chairpersons

MOTION: KIDWELL/ZABICKI Postpone appointment of Committee Chairs until Regular BOD Meeting April 21

Passed: Unanimous

- a. Board Affairs
- b. Fiscal Affairs
- c. Planning and Evaluation
- d. Growth Task Force
- e. Facilities Assessment Work Group
- f.

8. Adjournment

MOTION: KENNEL / MAUSER. Adjourn the meeting.

Passed: Unanimous.

The meeting was adjourned at 12:57pm, MST.

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CEO/EXECUTIVE DIRECTOR HIGHLIGHTS

An Overview of Recent Activities, Operations, and Initiatives Conducted For & On Behalf of GVR Members and the Board of Directors (as of April 17, 2015)

1. Community Outreach & Public Relations

a. Verizon Wireless Cell Tower at West Center -

- Zoning Administration for Pima County will likely consider and approve the Verizon Wireless (VWL) proposal to install an 84' communications tower at West center parking lot at its meeting on Wednesday, May 13, 2015 in Tucson. The parking lot is zoned CB1 commercial. The cell tower will be disguised as a faux palm tree.
- CEO Blumenthal was notified by VWL's consultant that VWL wants to expedite installation of the cell tower at West Center. However, implementation of the negotiated lease option agreement signed by GVR is subject to approval of the Green Valley Community Complex Association (GVCCA) Board of Directors. GVR is a dues paying member of GVCCA. A local business owner located across the street from the West Center parking lot has filed a complaint to GVCCA to stop installation of the cell tower. The business owner is not a GVR member and claimed not to have been aware of the two prior public hearings on the matter. CEO Blumenthal met with the business owner on April 2, 2015 along with Green Valley Council's immediate past president, Stan Riddle and GVR's Director of Recreation and Leisure Services, Jim Conroy. The business owner's only stated concern about the cell tower installation was that it would diminish his view from his office of the West center parking lot.
- The neighborhood meeting held at West Center on April 6 exceeded all expectations for the obvious high level of support within the Greater Green Valley community for installation of the VWL cell tower at West Center. More than 50 people attended the Green Valley Council-hosted neighborhood meeting. In a show of hands near the end of the meeting, an overwhelming majority of participants supported installation of a cell tower. Public comments in support of the cell tower came from representatives of GVC, the Chamber of Commerce, La Posada, and the Greater Green Valley Community Foundation.

- b. **Green Valley Council (GVC)** - on April 16, 2015 the GVC Board of Representatives endorsed the proposed Verizon Wireless cell tower installation at the West Center. The GVC executive board had endorsed the proposed cell tower installation the previous week.
- c. **Freeport-MacMoRan Foundation** - CEO Blumenthal and GVR director of recreation and leisure services, Jim Conroy met with Jessica Knowlton, administrator with the Freeport-MacMoRan Foundation on April 16, 2015 to learn more about potential grant funding that may support GVR programs that contribute to the betterment of all, green Valley residents.
- d. **Greater Green Valley Community Foundation (GGVCF)** – GGVCF Executive Director, Michelle Phillips met with the GVR Foundation Board of Directors on March 26, 2015. Phillips suggested that the Foundation board consider development of a strategic plan with specific goals and objectives as its first priority. The following week, a grant proposal to support a strategic planning initiative was submitted to the GGVCF.

2. GVR Board Orientation & Training

- a. Much positive feedback was received from GVR Directors and staff following the Board Orientation & Training held on Wednesday, April 15. Suggestions for future Board orientations received the us far include:
 - GVR Organization Chart - 1) going all horizontal ... i.e., all right reading; 2) adding as many staff names as possible; 3) creating a giant version of the org chart, *with employee pictures*, to be hung in the MSC lobby; 4) add Board of Directors at top of chart.
 - Improve screen shots of the various I-Pad apps ... i.e., for Outlook 365 and *Board Effects*. The screen should match what comes up on the I-Pad to maximize understanding of the points being made.
 - Felt rushed, needed to be one hour longer.
 - Provide overview of checks and balances.
 - Provide list of who has what spending authority.
 - Provide greater detail of inner workings of Accounting Department.
 - Provide list of part time employees, by job.
 - Do we have any contract workers? If so, what are their jobs?
 - Invest in better microphones.

3. Marketing & Communications

- a. **Hotline** – We continue to respond to e-mail sent to Hotline@gvrec.org, often within a few hours, and members are noticing and appreciating the new responsiveness of GVR staff. Hotline emails have decreased considerably in the past three weeks. Hotline e-mails run the gamut from inquiries about GVR programs and suggestions, to commendations to staff and endorsement of recent activities.
- b. **Realtors Brochure** – The realtor’s brochure is finalized and 7,500 copies are being printed. The brochure is being underwritten by VIP Mortgage, who is sponsoring the

brochure. It will be made distributed and available to all realtors, the Chamber of Commerce, area businesses and all GVR centers.

- c. **Branding** – Additional market research, including a competitive analysis, SWOT analysis, competitive positioning and current branding architecture are being finalized. Once this is completed, the creative design phase begins, which will result in up to five concepts from which we will select a final design and develop brand extensions to create a GVR “family” brand. We hope to rollout a new brand and corporate identity in late May or early June 2015.
- d. **Facebook** – We have ramped up our Facebook page with frequent postings of meeting reminders, happenings around GVR, special movies or events, club promotion and other activities. Social media is an immediate way to get announcements out to GVR members and those looking for an active adult community. We are actively promoting our Facebook page in brochures, ads, *GVR Now!* and other means to increase our “followers.” We have 18 new page “likes” just this week from having regular postings that engage our followers.

4. Recreation & Leisure Services

- a. **Tours** - On March 3rd, 54 registrants enjoyed a trip to Canyon Lake on the Apache Trail.
- b. On March 13th, 43 members and guests were entertained at Barleen’s Arizona Opry.
- c. **Classes** - The 2015 Summer Course Catalog was formatted, proofed and completed, sent to printer and distributed to centers in preparation for summer registration that began on April 1.
- d. There were 1,563 registrations for GVR leisure courses beginning in March, 2015.
- e. Kris Zubicki was hired to fill the position of Recreation Supervisor in charge of Leisure Classes and Tours.
- f. **Customer Service** -
 - Tenant card and class registration was directed to the West Center at the beginning of each month (December 2014 through April 2015) providing a more spacious and comfortable atmosphere and eliminating much traffic through Member Service Center. The additional customer service stations helped expedite the registration process, allowing for a more positive experience for GVR members and tenants.
 - To date for 2015, tenant card registration (12/1/14 – 4/10/15) 1,825 tenant cards were processed.
 - During the next couple of months, focus will be directed towards perfecting the newly installed phone system and customer service expectations of GVR coordinators.

g. **Volunteers –**

- April is national Volunteer Appreciation Month. GVR has been running 30-second spots on KGVY-1080 thanking GVR's over 2,000 volunteers for their service.
- Over 125 people attended the movie "Unbroken," to help celebrate National Volunteer Appreciation week. Volunteers were treated to the movie, refreshments and special prizes.
- Thirty-six people participated in AED CPR training in April, including 6 employees (certified by the American Heart Association,) 21 GVR members, and 9 White Elephant volunteers and employees.
- Personal trainer Jeannie Cooper conducted an Ai Chi workshop for GVR water aerobics instructors at the Continental Vistas pool on April 10.

h. **Performing Arts –**

- The GVR Live! 2014/2015 Performing Arts Season came to a close in April. The season ended with a big concert at West Center. *The Jan and Dean Beach Party* starring Dean Torrence was almost full with a house of 456. *GVR Live!* Outreach efforts continue in April with Saguaro Sunset Trio at Silver Springs. The band will play bluegrass favorite and original pieces for the residents to enjoy. Planning for Silver Springs events continues and there are already 11 performances planned through spring of 2016.
- **GVR at the Movies!** continues with more great films at West Center including *Into the Woods* and *The Drop*. These movies represent the great diversity of our movie programming. Throughout the summer, we will continue to show a variety of films.
- The GVR Live! 2015 Summer Performing Arts Season is now complete. Tickets are on sale April 1st. The GVR Live! 2015/2016 season planning is complete and work has begun on special event planning.
- Eileen Bagnall, Executive Director of VSA Arizona, visited GVR to review accessibility requirements in West Center. Based on the information provided, changes will be made to our seating in order to meet new accessibility standards. GVR is also looking into becoming a member of VSA Arizona in order to keep up to date on standards and better serve our patrons.


i. **Clubs and Reservations –**

- Staff is working with various GVR clubs who are reviewing and updating their bylaws. Ten free lectures were offered during the month of April. The lectures covered a wide variety of topics including a variety of medical subjects. Reservations staff is working on relocating reservations during the summer maintenance closures. Staff is compiling information for a community rental comparison report. We are contacting local companies and business who offer rental space at their facilities to obtain their fee structures.

5. Finance

- a. Monthly financial reports will be presented to the Fiscal Affairs committee at its initial meeting of the new GVR governance year on April 22.
- b. At the end of February 2015, combined GVR Reserves are \$6,100,000.

6. Facilities

- a. Kratt Construction located and repaired a major leak at Abrego North Pool. The broken fitting and line are part of a return line for the pool and was found 4 feet below the pool deck on the North side of the pool (see photo of cracked PVC pipe fitting).
- b. We have selected the contractor for construction of the four (4) new Pickleball courts at East Center, and we are finalizing amenity details such as court lighting, shading, and walkways. Contract documents are being drafted, and will be completed in the next few days. Construction will begin sometime in May. Our Landscape Staff is busily preparing the area now, by removing landscaping, portions of the volleyball court, and the flagstone, which will be re-used in another location. A video camera will be set-up for members to watch construction progress.
- c. American Leak Detection returned to Abrego North pool to test for additional leaks that may exist. We are still awaiting results of the geotechnical analysis, which should be completed within the next couple weeks.
- d. New replacement sections of windscreens were installed on tennis courts at Desert Hills.
- e. New low voltage pathway and wall wash lighting fixtures were installed at Desert Hills.
- f. The roof, duct and vent penetrations of the recreation room at Casa Paloma 2 were patched and re-coated with elastomeric coatings.
- g. Roof patches were made at Canoa Hills and Santa Rita Springs.
- h. The loose parking lot/stair handrails at Casa Paloma 2 were modified, re-anchored in-ground and repainted.
- i. New wrought iron and tube steel handrails for the southwest entranceway to the Canoa Hills tennis courts are being fabricated in-house.
- j. New washers and dryers for East Center, Canoa Hills, West Center and Santa Rita Springs have been purchased to replace the current aging appliances. With the install of the new

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CEO, Green Valley Recreation, Inc., Arizona

washer and dryers, we have put the older units up for sale. Proceeds from the sale will go to the Member Assistance Program (MAP).

- k. GVR recently received new card tables for Santa Rita Springs, Canoa Hills, West Center, Casa Paloma 1 and Madera Vistas. Like the washers and dryers, the old card tables will be sold with proceeds going to MAP.