



## MINUTES

### BOARD OF DIRECTORS MEETING

Wednesday, February 23, 2022, 2pm

West Center Auditorium / Zoom

\*Code of Conduct

**Directors:** Mike Zelenak (President), Nina Campfield (Vice President), Ted Boyett (Secretary), Donna Coon (Treasurer), Mark McIntosh (Assistant Secretary), Randy Howard (Assistant Treasurer), Kathi Bachelor, Carol Crothers, Christine Gallegos, Bart Hillyer, Bev Lawless, Scott Somers (non-voting)

**Staff Present:** David Jund (Facilities Director), Nanci Moyo (Administrative Supervisor), David Webster (CFO), Natalie Whitman (Communications Manager), Kris Zubicki (Recreation Services Director)

**Visitors:** 92 - Including support staff

### AGENDA TOPIC

#### 1. Call to Order / Roll Call – Establish Quorum

The President being in the chair and the Secretary being present.

President Zelenak called the meeting to order at 2:01pm MST. Secretary Boyett called the roll; quorum established.

#### 2. Adopt Agenda

**MOTION: Director Campfield moved, seconded to approve the Agenda with two amendments: 1) remove item G and 2) add appointment of new chair for the Audit Committee.**

**Passed: unanimous**

#### 3. CEO Report

- Updated accomplishments for last year: Adoption of the 5-year Strategic Plan (2022 – 2026); the Board amended and approved the mission/vision and the five high-level goals; staff added objectives and action items for the Plan, and created a 5-year work plan. Hard copies of the Strategic Plan will be available in the main centers, on the website, and with the Board Directors and committees.
- Negotiations on the Canoa Hills Clubhouse Parking lot were finalized.
- Unanimous approval from the Board on surplus calculations and cash flow needs for GVR.
- East Center pool construction continues with the plumbing and rebar added. The pool floor will be poured soon.
- The monument sign at the Pickleball Center will be completed shortly. Waiting for final permits from the County.
- Completed an unqualified audit opinion for the 2020 Annual Financial audit. Shoutout to the Financial department for doing a great job.
- The budget document has been expanded this year to include more information from each department. This will be on the website.
- Continue discussions on space allocation for clubs and utilizing existing space more efficiently. Desert Hills fitness facility will be expanded and improved. Staff has discussed this with

*\* GVR encourages the Board and members to voice concerns and comments in a professional, business-like, and respectful manner.*

architects and a meeting with volunteers for the space is scheduled. The design plans will be brought back to the Board with cost estimates. There is a motion at this meeting to greenlight the Desert Hills Fitness project and the Canoa Hills improvement.

#### **4. President Report**

President Zelenak announced Director Connie Griffin resigned from the Board effective February 23, 2022. He thanked Director Griffin for her service. Due to her resignation an Audit Chair will need to be appointed. The Bylaws will be followed to appoint a new director.

#### **5. Consent Agenda**

**MOTION: Director Campfield moved, seconded to approve the Consent Agenda.**

**Passed: unanimous**

##### **A. Minutes:**

- BOD Regular Meeting Minutes: January 26, 2022
- BOD Special Meeting Minutes: February 7, 2022
- BOD Work Session Minutes: February 16, 2022

##### **B. Financial Statements:**

- Preliminary January 2022

#### **6. New Business:**

Added Item: Appoint a Chair of the Audit Committee

**MOTION: President Zelenak moved, seconded to appoint Kathi Bachelor as the Audit Chair.**

**Passed: 9 / 1 abstained (Bachelor)**

##### **A. MAP Report of Assistance for 2022**

David Webster, CFO, reviewed the Member Assistance Program (MAP) which helps members pay their GVR dues. The donated money comes from members helping other members by donating directly to GVR, or donating to GVR Foundation for MAP. Other sources of money come from White Elephant, a GVR yard sale, and raw materials for recycling. MAP recipients applied for the MAP program and must be in good standing with GVR.

##### **B. Approve Electrical Vehicle Charging Station at West Center**

**MOTION: Director Coon moved, seconded to direct staff to move forward with developing the scope of work and cost options of the TEP-approved West Center Electric Vehicle Charging Station project design. Bring options and preliminary cost estimates to a future regular meeting of the Board of Directors.**

**MOTION TO AMEND: Director Crothers moved, seconded to amend the motion to capture the analysis of employee-owned vehicles versus fleet vehicles, and cost benefit analysis of the charging stations including the faster chargers.**

**AMENDMENT TO THE AMENDMENT: Director Lawless moved, seconded to have research for the faster charging stations, the amount it would cost GVR, and understand TEP incentives for the faster chargers.**

**Passed amendments: unanimous**

**Amended Motion Passed: unanimous**

***Amended Motion: Direct staff to move forward with developing the scope of work and cost options of the TEP-approved West Center Electric Vehicle Charging Station project design. Bring options and preliminary cost estimates to a future regular meeting of the Board of Directors. Also, include an analysis of employee-owned vehicles versus fleet vehicles, cost benefit analysis of the charging stations including the faster chargers, research for the faster charging stations, the amount it would cost GVR, and understand the TEP incentives for the faster chargers.***

- C. Desert Hills Fitness Expansion, and Temporary Improvements to Canoa Hills Clubhouse  
**MOTION: Director Gallegos moved, seconded to accept the P&E Committee's recommendations to make minimal improvements to the upper level of the Canoa Hills Clubhouse, a usable drop-in space for GVR Members, and to remodel the shuffleboard courts at Desert Hills to a Health/Fitness Facility.**

**MOTION TO AMEND: Director Crothers moved, seconded to add to Desert Hills Fitness Facility monthly progress reports once the scope and costs are identified, and a proposal to speed up the project to complete this year.**

**AMENDMENT TO THE AMENDMENT: Director Gallegos moved, seconded to strike speed up from the Motion to Amend.**

**Amendment to the Amendment Passed: 8 yes / 2 no (Coon, Howard)**

**Motion to Amend Passed: 7 yes / 3 no (Bachelor, Coon, Howard)**

***Amended Motion: Accept P&E Committee's recommendations to make minimal improvements to the upper level of the Canoa Hills Clubhouse, a usable drop-in space for GVR Members, and to remodel the shuffleboard courts at Desert Hills to a Health/Fitness Facility, and to add monthly progress reports once the scope and cost are identified, and to complete the project this year.***

- D. Prevention and Protection Plan Included in GVR's Risk Management Plan  
**MOTION: Director Boyett moved, seconded that GVR employees, officials, or members that become aware of any language and/or behavior that threatens life, bodily harm, injury and/or property damage, are required to report the threat to GVR officials. If the threat is imminent, GVR employees must call emergency services (911) immediately. If the threat is not imminent, GVR employees shall report it to management as soon as it becomes safe to do so. When notified of a threat, management will report the threat to local authorities. GVR members are to immediately report a threat to GVR employees, and if the threat is imminent, immediately report it to emergency services (911) as well.**

**In all cases those facing a threat should first take protective and defensive action for themselves and the intended target(s) of the threat.**

**Additionally, GVR staff is here by authorized to develop a Prevention and Protection Plan to capture these safety steps, as well as other safety measures as deemed necessary. This document shall be included within GVR's Risk Management Plan.**

**Passed: 6 yes / 5 no (Bachelor, Campfield, Crothers, Gallegos, Hillyer)**

- E. Approve Rewording of CPM Part 2, Section 2.1.2.b

**MOTION: Director Lawless moved, seconded to approve Part 2, Section 2.1.2.b as “Integration with Programs and Services – The Strategic Plan and Capital Plan shall be approved by the Board and provided to Board committees, CEO, and GVR staff.” Move this whole section to 2.1.1.**

**MOTION TO AMEND: Director Bachelor moved, seconded to delete the motion proposed.**

**Director Boyett moved, seconded to postpone this to a meeting to be determined.**

**Passed: 9 yes / 1 no (Campfield)**

- F. Review and Approval of CPM Parts 2, 3, and 4

**MOTION: Director Crothers moved, seconded to postpone to a future date.**

**Passed: unanimous**

- ~~G. Approve Board Affairs Recommendation for the Board to Direct Staff to 1) Re-evaluate GVR’s Media and Public Access Policies, and 2) Develop a Member’s Rights Policy~~

## **7. Committee Reports**

- A. Audit – David Webster, CFO, reported (received and placed on file).
- B. Board Affairs – Committee Chair Campfield reported (received and placed on file).
- C. Fiscal Affairs – Committee Chair Coon reported (received and placed on file).
- D. Investments – Committee Chair Lawless reported (received and placed on file).
- E. Nominations & Elections – Committee Chair Boyett reported (received and placed on file).
- F. Planning & Evaluation – Committee Chair Boyett reported (received and placed on file).

## **8. Member Comments** - Member comments were received from the audience.

## **9. Adjournment**

**MOTION: Director Crothers moved, seconded to adjourn the meeting at 4:00pm MST.**

**Passed: unanimous**