



## MINUTES

### BOARD OF DIRECTORS MEETING

Wednesday, February 22, 2023 - 2pm

West Center Auditorium / Zoom

\*Code of Conduct

**Directors:** Kathi Bachelor (President), Donna Coon (Vice President), Bart Hillyer (Secretary), Carol Crothers (Treasurer), Laurel Dean (Assistant Secretary), Jim Carden (Assistant Treasurer), Nancy Austin, Barbara Blake, Ted Boyett, Beth Dingman, Steve Gilbert, Bev Lawless, Scott Somers (non-voting)

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

**Visitors:** 52 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 Bachelor called the meeting to order at 2:00pm MST. Secretary Hillyer called the roll; quorum established.

#### 2. Amend/Adopt Agenda

**MOTION: Director Boyett moved, Lawless seconded to amend the Agenda by removing Action Item 8.E. (Board Policy for GVR to Follow Internal Financial Manual/Process Approach to Major Capital Projects/Monthly Project Plan) and put it on the Special Meeting Agenda for March 8.**

Director Dean and Director Crothers withdrew their Action Item: 8.D. and 8.E respectively.

No vote was taken for the first amendment made by Director Boyett due to the Action Items being withdrawn.

**MOTION: Director Lawless moved, Director Boyett seconded to amend the Agenda by removing Action Item 8.F. (Request Administration Prepare Glass Arts Design for 2,500 Square Feet and Send for Competitive Bid)**

**Failed: 6 yes (Bachelor, Boyett, Coon, Dingman, Gilbert, Lawless) / 6 no**

Director Gilbert asked to have Consent Agenda 7.B 1&2 removed from the Consent Agenda for the CFO David Webster to discuss separately before the Action Items.

**MOTION: Director Boyett moved, Director Lawless seconded to move 9. Committee Reports above Action Item 8.F.**

**Failed: 5 yes (Bachelor, Boyett, Coon, Gilbert, Lawless) / 7 no**

**MOTION: Director Carden moved, Director Blake seconded to approve the Agenda as Amended.**

**Passed: 10 yes / 1 no (Boyett) / 1 abstain (Coon)**

### **3. President Report**

- The members were thanked for showing up, for their patience, for participating, and for always coming back to the meetings.

### **4. CEO Report**

- Desert Hills Fitness Center: the mechanical, the electrical and the plumbing rough-ins have begun. This will be completed the first week of March. Store front windows and doors are being installed. Fire alarm rough-in is scheduled for March 2. The stucco will begin soon and be finished the first week of March. The estimated completion of construction is the end of April and hope to open the Desert Hills Fitness Center this spring.
- Future Glass Arts Space at Santa Rita Springs: Revisions to the final designs have been submitted to PIMA County. Request for Proposal is extended to March 1, instead of February 22. Awarding the Contract will be considered at a Special Meeting on March 8.
- Ceramics Expansion at Desert Hills: The Board will be asked on March 8 at the Special Meeting for direction in proceeding in this dedicated club space.
- Del Sol Clubhouse: Architectural Drawings are moving forward. Construction of the upper floor restrooms is underway. The Billiards playroom is open with three billiard tables available. There are temporary Porta Potties outside while the bathrooms are under construction.
- West Center/Art Center: Program designs have been developed and received by the architect, and under review. Alternative plans are being considered for expanding West Center Lapidary rather than building a new building. At the Special Meeting on March 8, the Board will be asked for direction on how to move forward.
- Santa Rita Springs: Upper deck repairs and recoating beginning May 8.
- East Center Lapidary: Awning structure materials are on order and installation will be scheduled once received by the vendor. This project was part of the Fiscal Year 2023 Club funding request.
- East Center, West Center, Canoa Ranch, and Canoa Hills: HVAC replacements will take place mid-April through October.
- Canoa Hills: Locker room and restroom will be fully remodeled beginning in April.
- Canoa Hills, Desert Hills, Las Campanas, and Canoa Ranch: Pool decks will be repaired and resurfaced beginning in May.
- East Center: Two billiard tables already in place, and a billiard and snooker table are now available.

### **5. Member comments: None**

### **6. PRESENTATIONS**

#### **A. Member Assistance Program (MAP) Presentation**

- For 2023 - 100 applicants for MAP, 93 received full awards and five received partial awards. Only two were denied mainly for technical reasons.
- In 2022 there were 72 members helped by MAP.

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- In 2022 \$36,360 was paid for MAP recipients; and in 2023 there was \$48,324 paid for MAP recipients. This is a 33 percent increase for 2023.
- There were 559 individuals who contributed to MAP through GVR – that is 4.1 percent of the GVR membership. This does not include what the GVR Foundation or the clubs contributed.
- MAP funds of approximately \$10,000 are carried over from year to year.

#### B. Quarterly Financial Presentation

- 4<sup>th</sup> Quarterly Report: Total revenue was .6 percent more than budgeted. All the expenses were 6.9 percent under budget. There is a surplus, as calculated by the formula in the CPM, of \$410,000.

#### C. Member Survey Results Presentation

- COO Natalie Whitman introduced Terrie Glass, Zelos, who conducted the 2022 Comprehensive Survey for GVR. Terrie Glass, Zelos, facilitated the GVR Strategic Plan in 2021 and was able to craft the survey with the Strategic Plan in mind.
- Terrie Glass presented the survey with an in-depth overview with highlights:
  - Selected group was 5,000 randomly selected with 887 surveys returned – 18 percent response rate which gives a 95 percent confident level, 3 percent level of error and can be generalized to full membership. 1,268 additional non-selected group responded on the computer or picking up a survey from a Center to complete. The non-selected group response; lined up with the sample group with the exception of the four areas ( 1) More likely to have participated in any activity at GVR in the last 3 years: 90.8 percent compared to randomly selected group with 83.5 percent; 2) Tend to rate the value for money of GVR higher with 3.89, compared to randomly selected group with 3.71; 3) More likely to vote in the upcoming GVR Board election with 4.33, compared to randomly selected group with 3.92; and 4) More likely to know about the Member Assistance Program with 72.2 percent, compared to randomly selected group at 57 percent. The non-selected group was not shown in the graphs only the random group.
  - Overall satisfaction in Mission and Vision: 75 percent satisfied with services and programs, and 73 percent satisfied with experience of staff.
  - Quality of Life: 73 percent agree GVR enhances quality of life, 58 percent social opportunities, 54 percent leisure education.
  - The survey can be found on the GVR website.

CEO Somers said overall there are increases in satisfaction of GVR members since the last survey in 2021.

## 7. Consent Agenda

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

**Passed: unanimous**

#### A. Minutes:

- BOD Regular Meeting Minutes: January 25, 2023
- BOD Work Session Minutes: February 15, 2023

#### B. Financial Statements: - Moved from Consent Agenda to first item on Action Items

- Draft December Financial Statement

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- Draft January Financial Statement

## 8. Action Items

CFO David Webster presented an overview of the draft financial statements for December and January per Director Gilbert's request in Agenda Approval.

The Quarterly presentation covered the draft December Financial Statement. The draft January statement shows revenue was down due to low home sales. The budget projected sale of 82 homes and actual was 70 homes sold. On the expense side, eight percent under budget. There needs to show a surplus to fund the MMR and Initiatives.

**MOTION: Director Crothers moved, Director Blake seconded to accept the financials.**

**Passed: unanimous**

### A. Adopt Compensation Philosophy

**MOTION: Director Hillyer moved, Director Dean seconded to delete the sentence "GVR's Compensation Philosophy includes a strategy to eventually "meet" the labor market by aligning its pay ranges to the 50<sup>th</sup> percentile of the respective market ranges, which may require more than one fiscal year to achieve."**

Director Boyett proposed to keep the first part of the sentence by putting a period after "market" and to remove the word "eventually." The sentence reads "GVR's Compensation Philosophy includes a strategy to "meet" the labor market." Director Hillyer and Director Dean agreed to Director Boyett's proposal.

**Passed: unanimous**

**MOTION: Director Carden moved, Director Lawless seconded to adopt the Compensation Philosophy as amended.**

**Passed: unanimous**

### B. Adopt Board Credo

**MOTION: Director Bachelor moved, Director Dingman seconded to approve the Board Credo.**

**MOTION TO AMEND: Director Boyett moved, Director Lawless seconded to add to the Board Credo's first set of bullets at the bottom: "We commit to abide by the current GVR governing documents."**

**Passed: 8 yes / 3 no (Austin, Crothers, Hillyer) / 1 abstain (Dean)**

**Amended Motion Passed: 10 yes / 1 no (Hillyer) / 1 abstain (Dean)**

**Amended Motion: Approve the Board Credo with the addition of the sentence "We commit to abide by the current GVR governing documents," as last bullet in the "As individually elected board members we commit to our members" section.**

### C. CPM Part 3 Committees – Section 1 Only

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Board Affairs Committee Chair Donna Coon provided an overview from the Board Affairs Committee on Part 3 Committees, Section 1.

**MOTION: Director Coon moved, Director Dean seconded to approve the recommendation from the Board Affairs Committee for the “clean’ version, as attached, Part 3 – Committees, Section 1.**

**Passed: unanimous**

- D. ~~Major Capital Projects Decision Process~~ Director Dean removed this item during Amend/Adopt Agenda.
- E. ~~Board Policy for GVR to Follow Internal Financial Manual/Process Approach to Major Capital Projects/Monthly Project Plan~~ Director Crothers removed this item during Amend/Adopt Agenda.
- F. Request Administration Prepare Glass Arts Design for 2,500 Square Feet and Send for Competitive Bid – This topic was not addressed at the meeting.

Director Dean left the meeting at 4:22pm

**MOTION: Director Gilbert moved, Director Hillyer seconded to adjourn the meeting.**

**Passed: 10 yes / 1 no (Lawless)**

**9. Committee Reports – No reports given.**

- |                            |          |
|----------------------------|----------|
| A. Audit                   | Austin   |
| B. Board Affairs           | Coon     |
| C. Fiscal Affairs          | Crothers |
| D. Investments             | Lawless  |
| E. Nominations & Elections | Dingman  |
| F. Planning & Evaluation   | Hillyer  |

**10. Member Comments - No comments**

**11. Adjournment – Meeting adjourned at 4:30pm with Motion during Action Items.**