



## **AGENDA**

### **Nominations & Elections Committee**

Tuesday, May 16, 2023

10:30am

West Center, Room 2 / Zoom

GVR's Mission Statement: "To provide excellent facilities and services that create opportunities for recreation, social activities, and leisure education to enhance the quality of our members' lives."

**Committee:** Beth Dingman (Chair), Bev Lawless, Marilyn Querciagrossa, Sandra Thornton, Scott Somers (CEO), Nanci Moyo (Administrative Supervisor/Liaison)

#### **Agenda Topic**

- 1. Call to Order / Roll Call - Establish Quorum**
- 2. Approve Meeting Minutes:** March 20, 2023
- 3. Chair Comments**
- 4. Business**
  - a. Welcome, Introductions, and Orientation
  - b. Year-End Report and Next Year Goals
  - c. Timeline for 2024
  - d. Recruiting Ideas
- 5. Member Comments**
- 6. Adjournment**

**Next Meeting:** Thursday, September 14, 2023, Zoom, 10:30am-12pm



## MINUTES

### Nominations & Elections Committee

Monday, March 20, 2023, 1:30pm  
WC Room 2 / Zoom

**Attendees:** Beth Dingman (Chair), Regina Ford, Marilyn Luehrmann, Arthur Mournian, Lou Sampson, Gail Vanderhoof, Nanci Moyo (Liaison)

Absent: Gail Ault

**Visitors:** 2

1. **Call to Order/ Roll Call – Quorum:** Chair Dingman called the meeting to order at 1:32pm MST. A quorum of committee members present.
2. **Approve Meeting Minutes: February 13, 2023**  
**MOTION: Mournian moved / Vanderhoof seconded to approve the Minutes of February 13, 2023.**  
**Passed: unanimous**
3. **Chair Comments**
  - Encouraged current N&E Committee members to apply to be on the N&E Committee for the 2023/24 year.
  - Work is being done on the Year-End Report. The N&E accomplished a lot this year and the committee worked well together. The Year-End report will be on the April Regular Meeting of the Board of Directors.
  - The Committee was thanked for the strides made this year and all the good work that was done.
4. **Business**
  - a. Review of N&E 2022/2023
    - **Candidate Orientation**
      - Successful Candidate Orientation
      - Good tool to use for the Candidates to be introduced to each other
      - Good information was provided to the candidates on how the Board works, time it takes, and navigating the website for important information.
      - Friendly group and positive
    - **Forums**
      - Candidate Eric Sullwold sent a letter with suggestions for the Forums in the future: 1) Each candidate gives an opening statement for no more than two minutes, 2) Allow candidates to answer all questions asked, 3) Allow each candidate to give a closing statement.
      - Forums were well run. The first forum had around 30 in attendance.

- The second forum had 78 in attendance.
  - Moderator asks the first question of the candidates before the audience asks questions.
  - Audience questions are telling and unknown to the candidates causing the candidates to think on their feet vs. knowing what questions may be asked.
  - Good to have on Zoom. People could watch live or later from the website.
  - Best to hold both the forums before the voting begins.
  - **One-on-One Interview**
    - Candidates need to be asked more difficult questions or allow Moderator to ask additional questions for the candidate to expound.
    - Avoid yes and no questions.
    - Allow wild card questions to have the candidates think on their feet.
    - This year was too scripted and all candidates were asked the same questions during the interviews.
    - Committee outline major issues for the candidates to research but do not give specific questions ahead of time. Ie: Finances, facilities and expansions.
    - The GVR community has given positive feedback for having the interviews on the GVR website.
    - The Committee appreciates all the voting information that has been in the eBlasts and GVRNow.
  - **Election Timeline**
    - Allow members to request a paper ballot before voting begins by including an announcement in the dues notice mailing sent the first of December. The paper ballots could be mailed out right when voting begins to allow people more time to mail back the paper ballots. The cut off for requesting paper ballots could be 5 business days before voting begins. Another idea is to print the telephone number for a paper ballot in the eBlast/GVRNow and put it on the TV screens in centers.
    - In an email to the candidates running include the responsibilities for the first Special Meeting often held right after the Annual Meeting when Board Officers are voted on.
    - Chair Dingman will email the candidates to attend the March 22, Regular Meeting of the Board of Directors as an opportunity to watch and learn from how the Board functions.
  - **Voting Help at Kiosk**
    - Four N&E Volunteers helped any voters who came into one of the four major centers. The total number of voters helped to vote at the kiosks were six.
- b. **Suggestions for N&E 2023/2024**
- Suggestions have been made above for earlier requests for paper ballots, forum changes, interview questions.
  - Staff will talk to Vote-Now.com about being able to request paper ballots earlier and get back to N&E with an answer.
- c. **Annual Meeting Volunteers for Promoting Committee Participation**
- Gail Ault and Lou Sampson have volunteered to be at the Committee table to seek members interested in being part of a Committee.

Arthur Mournian asked the N&E Committee to send a letter to the editor encouraging people to vote for the GVR Board of Directors and complete a ballot. The N&E Committee helped edit his letter and then he sent it to GV News from the GVR Nominations and Elections Committee.

**5. Member Comments:** 1 comments

Director Boyett gave kudos to the N&E Committee for having good communications within the committee and for the tremendous job this year in moving this committee forward.

**6. Adjournment**

**MOTION: Sampson moved / Vanderhoof seconded to adjourn the meeting at 2:59pm MST.**

**Passed: unanimous**

**Next Meeting:** Thursday, May 11, 2023, WC Room 2 / Zoom, 10:30-12pm



Green Valley Recreation, Inc.

## Nominations and Elections Committee

### Year-End Report and Next Year Goals

**Prepared By:** Nanci Moyo, Admin. Sup.

**Meeting Date:** May 11, 2023

**Presented By:** Beth Dingman, Chair

<b>Originating Committee / Department:</b> Nominations and Elections Committee
<b>Action Requested:</b> Review Year-End Report and Goals for this year's N&E Committee to focus on.
<b>Strategic Plan Goal:</b> GOAL 5: Provide sound, effective governance and leadership for the corporation
<b>Background Justification:</b> Each year the Chair of a committee will write a year-end report and suggest goals for the incoming committee to consider. These goals from the outgoing committee help with continuity between the outgoing and incoming committees. The incoming committee can review these goals and decide on how to proceed for the coming year, and also add new goals, if necessary.
<b>Committee Options:</b> 1) Review and discuss goals to set direction for the committee, and write a work plan to present to the Board. 2) Add new goals for the committee.
<b>Staff Recommendation:</b> Options 1 and 2
<b>Recommended Motion:</b> Move to approve the goals for this year as follows:
<b>Attachments:</b> 1) Year-End Report

## YEAR END REPORT — N&E COMMITTEE

Chair: Beth Dingman

Staff Liaison : Nanci Moyo

Committee Members: Arthur Mournian, Lou Sampson, Gail Ault, Regina Ford, Marilyn Luehrmann, Gail Vanderhoof, Barbara Blake (resigned as of Feb 17. 2023)

### Priorities Established for 2022-2023

- \* Change in Election Timeline to be more compressed
- \* Change in Forum questions and format
- \* Promotion of committee membership
- \* Working with staff to promote election awareness
- \* Improve candidate orientation
- \* Meeting with VoteNow to learn about the voting process

### Specific Committee Requests

- \* Change of CPM from 120 days to 90 days for presentation to the board of the slate of candidates
- \* Approval of design of ballot

### Standing Committee Requests:

(Not sure what this means)

### Recommendations from Staff:

(Nanci or Natalie?)

### Tasks for next year:

- \* Change questions to candidates in forums and interviews to be a bit more challenging – January/February Meeting
- \* Change date for requesting mail-in ballots to give more time – May Meeting
- \* Get Green Valley News to publish candidate interviews – December Meeting (Talk with Natalie or Barb)
- \* Continue to find ways to promote committee membership – January Meeting
- \* Provide candidates with outline of responsibilities of board directors – January Meeting
- \* Establish significant dates in the election process early in the fall – May Meeting



Green Valley Recreation, Inc.  
**Nominations and Elections Committee**  
**Timeline for 2024 Elections**

**Prepared By:** Nanci Moyo, Admin. Sup.

**Meeting Date:** May 11, 2023

**Presented By:** Beth Dingman, Chair

<b>Originating Committee / Department:</b> Nominations and Elections Committee
<b>Action Requested:</b> Review the Timeline for 2024 Election cycle.
<b>Strategic Plan Goal:</b> GOAL 5: Provide sound, effective governance and leadership for the corporation
<b>Background Justification:</b> The timeline is created for the N&E Committee and staff to have the full election cycle laid out as a guide. Movements can be made to the schedule as deemed necessary. This timeline follows the CPM in Part 3 Committees, Section 6.
<b>Committee Options:</b> 1) Review the timeline and make any adjustments necessary.
<b>Staff Recommendation:</b> Option #1
<b>Attachments:</b> 2024 Election Timeline



## TIMELINE: ELECTION, BALLOT, ANNUAL MEETING 2024

<b>October 25, 2023, Wednesday</b>	<b>Board of Directors Meeting:</b> Set the Record date for February 5, 2024
<b>November 8, 2023, Wednesday</b>	<b>10am (2pm) Candidate Informational Session WC Room 2</b> (to provide potential candidates a chance to ask questions and receive information)
<b>December 4, 2023, Monday</b>	<b>Candidate Applications available</b>
<b>December 13, 2023, Wednesday</b>	<b>2pm Board of Directors Meeting</b> <b>POSSIBLY NO MEETING</b>
<b>December 14, 2023, Thursday,</b>	<b>10:30am N&amp;E Committee:</b> Share draft and get approval of the Annual Meeting announcement and Ballot by N&E
<b>December 21, 2023, Thursday</b>	<b>4 p.m. Candidate application deadline</b> <ul style="list-style-type: none"><li>• Candidate eligibility verified</li></ul>
<b>December 22, 2023, Friday</b>	<b>Submit the Candidate slate to the Board of Directors in Email/Membership in Eblast</b>
<b>January 4, 2024, Thursday</b>	<b>Petitioner Candidate Applications available</b>
<b>January 9, 2024, Tuesday</b>	<b>Draft Ballot to Attorney for review</b>
<b>January 16, 2024, Tuesday</b>	<b>Attorney reviewed draft ballot returned to staff</b>
<b>January 19, 2024, Friday</b>	<b>4pm Petitioner Candidates Applications due and vetted by January 24, 2023.</b> <ul style="list-style-type: none"><li>• Petition deadline for Bylaws changes or Petition Board of Directors Candidates</li><li>• Email notification sent to N&amp;E Committee and Board of Directors</li><li>• Not less than 60 days prior to annual meeting (Bylaws)</li><li>• At least 60 days prior to annual meeting (CPM)</li></ul>
<b>January 24, 2024, Wednesday</b>	<b>2pm Board of Directors Meeting:</b> Slate of Candidates announced



<b>January 26, 2024, Friday</b>	<b>60 days to annual meeting:</b> Slate of candidates presented to GVR Members – eblast and media
<b>February 1, 2024, Thursday ballot</b>	<b>Last day to withdraw candidacy and have name removed from ballot</b>
<b>February 1 – 8, 2024</b>	<b>Candidate Interviews for Website</b>
<b>February 5, 2024, Monday</b>	<b>Record Date</b> <ul style="list-style-type: none"> <li>• Dues paid in full/MAP/Monthly plan set up to be able to vote</li> <li>• No more than 30 days prior to election (CPM)</li> </ul>
<b>February 5, 2024, Monday</b>	<b>10am Board Candidate Orientation</b>
<b>February 5, 2024, Monday</b>	<b>All documents for candidates and bylaws turned in</b>
<b>February 6, 2024, Tuesday</b>	<b>Annual Meeting information insert and mailing list to printer/electronic balloting firm</b>
<b>February 21, 2024, Monday</b>	<b>10am Candidate Forum – West Center</b>
<b>February 21, 2024, Wednesday</b>	<b>Notice of Annual Meeting / electronic voting instructions mailed via USPS to members</b> <ul style="list-style-type: none"> <li>• At least 30 days prior to annual meeting (Bylaws)</li> </ul>
<b>February 26, 2024, Monday</b>	<b>5pm Candidate Forum – West Center</b>
<b>February 28, 2024, Wednesday</b>	<b>Board of Directors Meeting</b>
<b>February 28, 2024, Wednesday Meeting</b>	<b>Candidate Meet &amp; Greet before and after Board of Directors</b>
<b>February 28, 2024, Wednesday</b>	<b>Membership voting begins (CHECK THAT THIS IS NOT TOO SOON)</b>
<b>March 21, 2024, Thursday</b>	<b>Voting deadline paper and electronic ballots 4pm</b> <ul style="list-style-type: none"> <li>• At least five days prior to annual meeting (CPM)</li> </ul>
<b>March 21, 2024, Thursday</b>	<b>Election results reported to GVR Corporate Secretary</b> <ul style="list-style-type: none"> <li>• At least two business days prior to Annual Meeting (CPM)</li> <li>• Corporate Secretary reports election results to Board President and CEO, notifies candidates and results are published in eBlast</li> </ul>
<b>March 27, 2024, Wednesday</b>	<b>Annual Meeting of the Corporation</b> <ul style="list-style-type: none"> <li>• Within 90 days of year end (Bylaws)</li> <li>• Special Meeting after Annual Meeting to Elect Board Officers</li> </ul>