

**GREEN VALLEY RECREATION, INC.**  
**REGULAR MEETING OF THE BOARD OF DIRECTORS**

Tuesday, April 29, 2008

1:30 p.m.

SRS – Anza Room

*GVR's Mission: "To provide recreational, social and leisure education opportunities that enhance the quality of our members' lives."*

**PRESENT:** Altie Metcalf (President), Eddie Peabody, Jr. (Vice-President), Roberta Konen (Secretary), Leon Lies (Treasurer), Gunnar Bonthron (Assistant Secretary), Mike Banks (Assistant Treasurer), Bob Barry, Jim Burt, Chuck Catino, Marge Garneau, Joe Roth, Linda Sparks, and Anndrea Blackshear (Ex-Officio)

**ABSENT:** None

**STAFF:** Ginny Bilbrey (Executive Assistant), Jim Cassidy (Finance Director), Kim Steinhilb (IT Manager)

**VISITORS:** Jim Lamb (*Green Valley News & Sun*), and 1 Visitor

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**I. Call to Order/Quorum/Approval of Agenda**

- President Metcalf called the meeting to order at 1:30 p.m.
- With all directors in attendance, a quorum was achieved.
- The agenda was approved as distributed.

**II. President's Comments**

Metcalf welcomed the returning directors and the four new directors. She introduced the new directors: Joe Roth, Linda Sparks, Bob Barry and Mike Banks.

Metcalf advised that at the Reorganization Meeting in late March, the Board adopted the Small Board Procedures. She read the eight (8) guidelines as follows:

1. Board members do not have to stand but should be recognized by the chair to speak or make motions.
2. Motions must be seconded.
3. Board members may speak only twice on a question and for no more than 10 minutes each time.
4. Informal discussion is allowed on non-motion subjects.
5. Votes will be taken by a show of hands.
6. To vote on a subject, a formal motion must be made.
7. In putting questions to a vote, the chairman need not stand.
8. The chairman may debate, make motions and vote.

**III. Approval of the Minutes**

President Metcalf stated that the minutes of the Closed Executive Session on March 18, 2008 had been distributed and discussed. Since there were no questions, the minutes are approved as distributed.

**IV. Operations Report**

1. Executive Director, Anndrea Blackshear, advised that GVR received the Non-Profit Organization of the Year Award from the Green Valley-Sahuarita Chamber of Commerce at their Annual Dinner held last Friday, April 25<sup>th</sup>. She passed the plaque around to the Board members and will have it displayed at Member Services Center.
2. At this time, Blackshear introduced **Ginny Lippert** and **Arline Fass** as GVR's Employees of the Quarter for 2008. **Ginny Lippert** began working for GVR on September 6, 2006. She is

a reliable and hard working employee who performs a variety of duties including being a part-time Member Services Coordinator in the Recreation Department sharing the coordinator duties at Canoa Hills and assisting with programs and front desk operations at Member Services Center. Recently, Ginny assisted with dues payments and then came in all through February to assist with the Senior Games registrations and filing. She always has a friendly smile and "hello" for members and staff alike. President Metcalf presented Ginny with a Certificate of Appreciation and a gift certificate.

On September 12, 2007, **Arline Fass** began her employment with GVR as a part-time custodian. After several months in that position, she applied for the opening in Sound and Lighting, which was her specialty, and began working in that capacity on November 26, 2007. Arline is very detailed oriented in every job that she undertakes. She provides superior customer service to those who attend our concerts as well as listening to the needs and requests of the performers and members who stage various events. Arline was recently asked to take on the responsibilities of the Sound and Lighting Department as well as the many in-house printing needs of GVR while Shelly Freeman was on leave. During that time, Arline worked many split shifts to accommodate the variety of programs and twelve concerts. Additionally, she printed the forms for the Senior Games and accommodated a number of LCD requests for classes and GVR's lecture series. President Metcalf presented Arline with a Certificate of Appreciation and a gift certificate.

3. Blackshear thanked the Board members for attending last week's Employee Recognition Breakfast. A total of 75 employees and directors were in attendance. GVR recognized 35 employees with five years or more service with the organization.
4. Finance Director, Jim Cassidy, gave GVR's March 31, 2008 financial report as follows:

|                                     |              |  |             |
|-------------------------------------|--------------|--|-------------|
| <b><u>March Balance Sheet</u></b>   |              | <b><u>Statement of Revenues &amp; Expenses</u></b> |             |
| <b>Total Current Assets</b>         | \$ 6,722,671 | <b>Total Revenue</b>                               | \$1,980,329 |
| <b>Construction in Progress</b>     | \$ 1,989,154 | <b>Total Expenditures</b>                          | \$1,693,900 |
| <b>Total Fixed Assets</b>           | \$11,193,119 | <b>Net Income</b>                                  | \$ 286,429  |
| <b>Total Assets</b>                 | \$19,904,944 |  |             |
| <b>Total Current Liabilities</b>    | \$ 4,008,441 |  |             |
|                                     |              | <b><u>Reserve Accounts</u></b>                     |             |
| <b>Total Net Assets</b>             | \$15,896,504 | <b>Operations Reserve</b>                          | \$ 533,570  |
| <b>Total Liab. &amp; Net Assets</b> | \$19,904,944 | <b>Replacement Reserve</b>                         | \$1,860,458 |
| <b>Released from Restrictions</b>   | \$ 804,919   | <b>Additions Reserve</b>                           | \$ 254,010  |
|                                     |              | <b>Total</b>                                       | \$2,648,038 |

V. **Committee Reports - None**

VI. **Old Business – None**

VII. **New Business**

***Committee Chair Confirmations***

- *Audit Committee*

Director L. Lies made the following motion:

**“I move the Board of Directors confirm the President’s appointment of Bill McGovern as Chair of the Audit Committee 2008-2009.”**

Motion was seconded. **Vote was approved unanimously 12 – 0.**

- *Board Affairs Committee*

Director J. Roth made the following motion:

**“I move the Board of Directors confirm the President’s appointment of Eddie Peabody, Jr. as Chair of the Board Affairs Committee 2008-2009.”**

Motion was seconded. **Vote was approved unanimously 12 – 0.**

- *Bylaws Committee*  
Director R. Konen made the following motion:

**“I move the Board of Directors confirm the President’s appointment of Joe Roth as Chair of the Bylaws Committee 2008-2009.”**

Motion was seconded. **Vote was approved unanimously 12 – 0.**

- *Developer Committee*  
Director G. Bonthron made the following motion:

**“I move the Board of Directors confirm the President’s appointment of Chuck Catino as Chair of the Developer Committee 2008-2009.”**

Motion was seconded.

**Board Comments** (Summarized)

**J. Burt** – He opposes this motion since the committee’s work is complete with the construction of Canoa Ranch Recreation Center and the final phase at Las Campanas. He believes that the continuance of this committee could interfere with the Planning & Evaluation Committee’s work.

**J. Roth** – He disagrees with Burt. Roth stated that new possibilities are already being discussed with the Developer and the committee will need to address these possibilities.

**President Metcalf** – She can’t anticipate exactly what issues may come up but prefers to keep the committee intact and address issues as they come up instead of appointing an Ad Hoc Committee at a later time. Metcalf advised that the Developer Committee was appointed in 2001.

**Vote was approved 11 – 1.** Director Burt voted in opposition of the motion.

- *Elections Committee*  
Director M. Banks made the following motion:

**“I move the Board of Directors confirm the President’s appointment of Roberta Konen as Chair of the Elections Committee 2008-2009.”**

Motion was seconded. **Vote was approved unanimously 12 – 0.**

- *Fiscal Affairs Committee*  
Director M. Garneau made the following motion:

**“I move the Board of Directors confirm the President’s appointment of Leon Lies as Chair of the Fiscal Affairs Committee 2008-2009.”**

Motion was seconded. **Vote was approved unanimously 12 – 0.**

- *401 (k) Oversight Committee*  
Director B. Barry made the following motion:

**“I move the Board of Directors confirm the President’s appointment of Larry Heiserman as Chair of the 401 (k) Oversight Committee 2008-2009.”**

Motion was seconded.

**Board Comments** (Summarized)

**J. Burt** – Asked if any other GVR members were willing to serve on this committee. Executive Director Blackshear advised that she had names of two or three other individuals willing to serve and will provide that information to Mr. Heiserman in the near future.

**Vote was approved unanimously 12 – 0.**

- *Nominations Committee*  
Director J. Burt made the following motion:

**“I move the Board of Directors confirm the President’s appointment of Mike Banks as Chair of the Nominations Committee 2008-2009.”**

Motion was seconded. **Vote was approved unanimously 12 – 0.**

- *Planning & Evaluation Committee*  
Director L. Sparks made the following motion:

**“I move the Board of Directors confirm the President’s appointment of Marge Garneau as Chair of the Planning & Evaluation Committee 2008-2009.”**

Motion was seconded. **Vote was approved unanimously 12 – 0.**

**VIII. Members’ Comments** – The Board recognized comments from the one audience member in attendance.

**Board Comments** (Summarized)

**Director J. Burt** – Reminded the new Committee Chairpersons that each committee should have at least one other director serving on the committee. He also indicated that a committee of nine (9) members is a good number to have but may not be appropriate for all of the committees.

**IX. Adjournment**

Meeting adjourned at 1:55 p.m.

Approved by:

\_\_\_\_\_  
Ginny Bilbrey  
Executive Assistant

\_\_\_\_\_  
Date

\_\_\_\_\_  
Roberta Konen  
Secretary

\_\_\_\_\_  
Date