



## MINUTES

### BOARD OF DIRECTORS MEETING

Friday, May 24, 2024 - 1pm  
West Center Auditorium / Zoom

**Directors:** Marge Garneau (President), Bart Hillyer (Vice President), Jim Carden (arrived by Zoom at 1:28pm) (Secretary), Carol Crothers (Treasurer), Candy English (Assistant Secretary), Nellie Johnson (Assistant Treasurer), Nancy Austin, Kathi Bachelor, Barbara Blake, Beth Dingman, Bev Lawless, Joe Magliola, Scott Somers (non-voting)

**Staff Present:** Nanci Moyo (Administrative Supervisor), David Webster (CFO)

**Visitors:** 13 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 Garneau called the meeting to order at 1:01pm MST. Assistant Secretary English called the roll; quorum established.

#### 2. Amend/Adopt Agenda

**MOTION: Director Johnson moved, Director Bachelor seconded to amend the Agenda by moving Action Item 7.F and G to the June Regular Meeting.**

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

**MOTION: Director Blake moved, Director Magliola seconded to accept the amended motion.**

**Passed: unanimous**

#### 3. President Report

- The Staff/Board Reports have a prepared motion for the Directors to use during the Action Items or to add to the prepared motion or change to another motion.
- Thanked the members for coming to the meeting and for sending emails to the Board.

#### 4. CEO Report

- Del Sol Clubhouse is on schedule to finish in June and there will be a soft opening on July 4. The parking lot has been completed.
- West Center Club expansion project should be ready for discussion at the June Work Session. Staff is working on providing all the details for the two options to be discussed.
- Desert Hills Locker Room construction documents are being developed by the architects and also the Ceramic Club kiln room designs. Working to submit for permit by the end of June. Due to the cost of the Locker Room project, it will go out to bid. The staff will bring a recommendation to the Board after contractor is selected.
- Ceramics Club requested work has begun in the Ceramics studio: remove the door between the studio and the old arts and craft room, and removal of a closet.
- Desert Hills stage removal in the auditorium will be going out for bid.

- The Baseball Bus for the Arizona Diamond Backs and the Minnesota Twins game sold out quickly.
- Next event from the Recreation Department is a wine tour in Soniota.

**5. Committee Reports** - Those committees who met reported and the reports are placed on file.

- A. Audit
- B. Board Affairs
- C. Fiscal Affairs
- D. Investments
- E. Nominations & Elections
- F. Planning & Evaluation

**6. Consent Agenda**

**MOTION: Director Magliola moved, Director Blake seconded to approve the Consent Agenda including the change made to the May 8 Special Meeting minutes to take out the wording “due to a Pima County permit requirement change” in Action Item 3.A.**

**Passed: unanimous**

A. Minutes:

- BOD Special Meeting Minutes: March 20, 2024
- BOD Work Session Meeting Minutes: April 10, 2024
- BOD Regular Meeting Minutes: April 24, 2024
- BOD Special Meeting Minutes: May 8, 2024 – Listen to see if this is correct from Carol
- BOD Work Session Minutes: May 8, 2024

B. Financial Statements:

- April 2024

**7. Action Items**

A. Approval of Committee Action Plans

The Fiscal Affairs Committee Action Plan will be reviewed by the Board at the June 26 Regular Meeting and be pulled from this meeting.

**MOTION: Director English moved, Director Austin seconded to accept the Committee Action Plan presented by each committee, except for the Fiscal Affairs Committee Action Plan.**

**Passed: unanimous**

B. Approve Moving Forward on Construction Documents and Permitting for the Metal Arts Improvements/Expansion in the Shotgun Building at West Center  
Scott Somers, CEO, shared the need for the Metal Arts Club expansion by using the existing space and the shotgun building on the north side of the Shuffleboard Courts at West Center.

**MOTION: Director Magliola moved, Director Blake seconded to approve moving forward on construction documents, permitting, and bids for a Metal Arts Improvement/Expansion project in the shotgun building at West Center.**

**Passed: unanimous**

C. Approve Leaving Surplus from 2023 Budget in Operations

David Webster, CFO, stated the surplus ending FY2023 is in the amount of \$12,273. The surplus at the end of the year is often transferred into the Initiative Fund. The Fiscal Affairs

Committee discussed the possible transfer of the surplus and decided to leave the surplus in the Operation Funds in 2024.

**MOTION: Director Crothers moved, Director Bachelor seconded to accept the recommendation from the Fiscal Affairs Committee to allow the \$12,273 FY 2023 surplus to remain in the Operations Fund.**

**Passed: unanimous**

- D. Approve Adjustment to the 2024 Budget: Decrease the Initiatives Fund for the Desert Hills Locker Room Expansion Project from \$445,000 to Approximately \$299,335 since \$145,665 Total Project Cost will come from MRR Fund

David Webster, CFO, shared the original amount for Desert Hills Locker Room expansion project was \$445,000 from the Initiatives Fund, but \$145,665 can be used from the MRR Fund bringing the Initiatives Fund cost to \$299,335.

**MOTION: Director Crothers moved, Director English seconded to approve an amendment to the FY 2024 Capital Budget to decrease the Initiatives Fund by \$145,665 to a balance of \$299,335.**

**Passed: unanimous**

- E. Approve Emergency Fund Transfer to Initiatives

David Webster, CFO, explained the Fiscal Affairs Committee two years ago determined \$500,000 was adequate for the Emergency Fund. There does need to be a policy created for the Emergency Fund when it has grown past the reasonable amount of \$500,000.

**MOTION: Director Bachelor moved, Director Magliola seconded to keep excess amounts in the Emergency Reserve (which has the best record of capital appreciation) until we better understand revenue shortfalls and funding alternatives.**

**Passed: 11 yes / 1 no (Dingman)**

~~F. Limiting Board Directors to Two Times to Speak on a Topic~~

~~G. Add Member Comments to the Agenda of Work Session~~

**8. Member Comments - 1**

**9. Adjournment:**

**MOTION: Director Crothers moved, Director Magliola seconded to adjourn the meeting at 2:07pm**

**Passed: unanimous**