



## MINUTES

### BOARD OF DIRECTORS MEETING

Wednesday, January 22, 2025 - 2pm

West Center Auditorium / Zoom

**Directors:** Marge Garneau (President), Bart Hillyer (Vice President), Jim Carden (Secretary), Nellie Johnson (Treasurer), Candy English (Assistant Secretary), Kathi Bachelor (Assistant Treasurer), Nancy Austin, Dave Barker, Barbara Blake, Beth Dingman, Bev Lawless, Joe Magliola, Scott Somers (non-voting)

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

**Visitors:** 21

### 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 2:01pm MST. Secretary Carden called the roll; quorum established.

#### 2. Amend/Adopt Agenda

**MOTION: Director Magliola moved, Director English seconded to adopt the Agenda.**

**Passed: unanimous**

#### 3. President Report

Thanked the members for coming, and providing input through emails.

#### 4. CEO Report

##### A. CEO Monthly Report

- Artisan Shop expansion, Membership Services expansion at the West Center Lobby, and Metal Arts expansion are going out for bids. The goal is for three bids per project. A recommendation will be developed to bring to the Board in March and start the projects in April.
- Desert Hills Locker Room expansion is coupled with the Ceramics kiln room. The kiln room needs brought to code and shoring the joist between the locker room ceiling and the kiln room. This should begin in April.
- Desert Hills pool has an expert pool contractor to map out construction documents on how to improve the system; piping, pumps and filters. This project has begun. Once completed he will provide a recommendation report to understand the level of work that needs to be done. At this point it looks like maintenance, repair, and equipment may need to be replaced, but not the whole pool.
- Pickleball club has offered to pay for additional courts in this calendar year. There have been conversations with the Pickleball club to identify the scope and ideal location. At a future meeting there will be a Memorandum of Understanding (MOU) brought to the Board that speaks to the expectations and scope of each of the parties.

## 5. Presentations:

### A. Quarterly Financial Report

Highlights of the Quarterly Report:

- Fourth quarter financial report with a full year of data.
- Total budget in 2024 was \$11,972,097 with actual being \$11,636,797. Capital Revenue was \$600,011 under budget. It was a challenging year in regards to revenue.
- The Recreation Department revenue came in \$300,000 over budget. The activity level is more than expected, and also the expenses have increased by about \$200,000.
- Personnel expense is 4.5 percent above budget due to changes in bringing outsourced activities back inhouse, mainly custodial.
- Non Reserve Capital Projects had low expenditures with the understanding of the short fall in the housing revenue and paused the Non Reserve Capital projects.
- The books for the end of the year have not been closed out. Some numbers may change. Currently there is a \$219,871 deficit for total operating in 2024.
- Investment returns meets benchmark.

## 6. Committee Reports All committee reports verbally provided and placed on file.

- |                            |         |
|----------------------------|---------|
| A. Audit                   | Austin  |
| B. Board Affairs           | Hillyer |
| C. Fiscal Affairs          | Johnson |
| D. Investments             | Johnson |
| E. Nominations & Elections | Blake   |
| F. Planning & Evaluation   | Carden  |

## 7. Consent Agenda

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

**Passed: unanimous**

### A. Minutes:

- 1) BOD Regular Meeting Minutes: November 13, 2024
- 2) BOD Special Meeting Minutes: January 8, 2025

### B. Financial Statements:

- 1) November and December Financials

### C. Board Business

- 1) Approve Chair Change for N&E from Barbara Blake to Candy English
- 2) N&E Recommendation to Extend Voting to March 18, 2025

## 8. Action Items

- A. Board Affairs Committee Recommendation to Change Corporate Policy Manual (CPM) Smoking and Vaping Policy in Part 1: 1.2.6.K

**MOTION: Director Hillyer moved, Director Carden seconded to approve smoking ban on all GVR properties, and allow vaping, except within 20 feet of GVR entrances and on sports courts.**

**Passed: 9 yes / 3 no (Bachelor, Barker, English)**

- B. Amend CPM Part 1: 1.2.9.A Facility Fees

**MOTION: Director Johnson moved, Director Dingman seconded to approve the FAC recommended amendment to CPM Section 1.2.9 Rentals and Fees as drafted.**

**Passed: unanimous**

C. Award Contract for Architectural Services for Lapidary Expansion  
**MOTION: Director Bachelor moved, Director Johnson seconded to award a contract to Burton and Associates for architectural services in an amount of \$49,500 for a base bid fee, with an allowance beyond the base bid of \$4,500 for possible construction estimating services.**

**Passed: unanimous**

D. Fiscal Affairs Committee Recommendation for Approval for the Capital Improvement Program Finance Policy Change in the CPM

**MOTION: Director Johnson moved, Director Magliola seconded to approve and accept the changes as corrected, the FAC recommended Capital Improvement Program and Capital Budget Policy as drafted.**

**Passed: unanimous**

**9. Member Comments – 2**

**10. Adjournment**

**MOTION: Director Hillyer moved, Director Carden seconded to adjourn the meeting at 3:05pm.**

**Passed: unanimous**

DRAFT