

# NOMINATIONS & ELECTIONS COMMITTEE MEETING

Wednesday, August 4, 2010

9:00 a.m.

MSC Annex

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

## MINUTES

IN

**ATTENDANCE:** Linda Sparks, (Chair), Mark Haskoe (Vice-Chair), Carol Kay, Carol Yarborough

**ABSENT:** Jerry Belenker, Joyce Bulau, Mary Lu Catino

**STAFF:** Anndrea Blackshear (Executive Director), Ginny Bilbrey (Executive Assistant)

**OTHER DIRECTORS:** None

**VISITORS:** None

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- **Call to Order** - Committee Chair, Linda Sparks called the meeting to order at 9:02 a.m.
  - **Approval of the Meeting Minutes** –The June 2, 2010 Committee Meeting Minutes were approved as distributed.
  - **Old & New Business**
    - 1) **Review Ad Campaign** – Mark Haskoe presented two posters to the committee. One poster reads, "Life in Green Valley is Better Because Of GVR - Be Part of the Solution - Join the GVR Team," and the second one reads, "To Do List – Clean Up the Oil Spill; Secure Our Borders; Bring Troops Home; and, Run for the GVR Board. You Can Make A Difference." The committee liked the posters and decided that the slogan for this year will be "Join the GVR Team!" The committee agreed that sending broadcast e-mails prior to the receptions are very beneficial as well as having articles in *Keeping Current*, placing a banner on GVR's website's Home Page, and placing the posters on the various bulletin boards.
    - 2) **White Elephant Parade** – Sparks announced that the parade will be held on Saturday, October 30<sup>th</sup>. The theme for the parade is "Celebrating a New Era." Ginny Bilbrey announced that plans are being made through the GVR Volunteer Center to have a float in the parade so the committee may want to work with them instead of having a separate float. An organizational meeting is scheduled for August 12<sup>th</sup> at 9:00 a.m. in the Volunteer Center at West Center. Discussion was held on whether the committee should have our own float or team up with the Volunteer Center and just hold up the signs. The purpose of both groups is to find volunteers.
    - 3) **Candidate Receptions** – Bilbrey advised that the receptions will be held on the following dates:
      - **Tuesday, October 5<sup>th</sup> – 10:00 a.m. – Canoa Hills Saguaro Room**
      - **Thursday, October 14<sup>th</sup> – 2:00 p.m. – Canoa Ranch Amado Room**
      - **Thursday, October 21<sup>st</sup> – 5:00 p.m. – West Center Auditorium**

It was decided that the receptions would have the same table set-ups as last year and staff will provide a PowerPoint presentation prior to the start of each reception.

3) ***Candidate Interviews*** – The dates for the candidate interviews will be held on:

- **Friday, November 12, 2010 – 8:00 a.m. – 4:00 p.m. – MSC Annex**
- **Monday, November 15, 2010 – 8:00 a.m. – 4:00 p.m. – MSC Annex – (Interviews will be held on this date only if they are needed!)**

The committee also agreed that Friday, November 5, 2010 would be the deadline for potential candidates to return a Contact Form or show an interest in being a candidate.

4) ***January 17, 2011 Meeting*** – Bilbrey stated that the committee needs to plan on having a meeting on Monday, January 17, 2011 at 9:00 a.m. The purpose of the meeting will be to prep the candidates for the upcoming Candidate Forums, but also to verify names that may come in on a petition if one is submitted. The deadline for submitting a petition for a Bylaw change or a member's name as a Board candidate is 4:00 p.m., Friday, January 14, 2011. She advised the committee that she will send an e-mail to them at 4:00 p.m. on January 14<sup>th</sup> and let them know if a petition(s) was submitted or not.

5) ***Candidate Forums*** – The committee determined that two Candidate Forums would be held in 2011 and the dates are as follows:

- **Monday, February 7, 2011 @ 2:00 p.m. – West Center Auditorium**
- **Tuesday, February 15, 2011 @ 9:00 a.m. – Desert Hills Auditorium**

6) ***Board of Directors' Code of Conduct Statement Referencing Behavior and Confidentiality*** – Committee Chair Sparks distributed a copy of the statement. She advised that the Board approved and signed it at last week's meeting. It is Spark's intent to have candidates sign the document or a similar statement. Discussion was held on the purpose of the statement. Sparks stated that it will be discussed at a future meeting.

7) ***Questions for the Candidate Interviews*** – Discussion was held on the types of questions that should be asked during the interviews. It was noted that the questions should be worded in an informal manner so that the candidates can understand the intent of the question. The committee agreed that the questions should be geared towards being respectful of their fellow Directors, how they handle controversy, etc. Sparks asked the committee members to submit their questions to Bilbrey prior to the September committee meeting date so that she can compile a list. At that time the committee will determine which questions are selected for the interviews.

8) ***Questions for Candidate Forums*** – Discussion was held on the number and types of questions that should be asked at the forums. Since there is plenty of time to prepare for the forums, this issue will be discussed at a future meeting.

➤ ***Member Comments*** – None.

➤ ***Next Meeting Date*** – The next committee meeting will be held on Wednesday, September 1<sup>st</sup> at 9:00 a.m. in the MSC Annex.

➤ ***Adjournment*** – The meeting adjourned at 10:07 a.m.

Approved by:

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Linda Sparks, Chair

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Date