



AGENDA

Nominations & Elections Committee

Thursday, September 11, 2025

10am

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), Candy English, Connie Johnson, Betsy Walton, Nanci Moyo (Administrative Supervisor/Liaison)

Agenda Topic

1. Call to Order / Roll Call - Establish Quorum

2. Approve or Amend Agenda

3. Approve Meeting Minutes: May 8, 2025

4. Chair Comments

- Introduction of New Chair – Beth Dingman

5. Business

A. Informational – Committee Action Plan 2025-2026

B. Review Election Timeline

1. Voting Timeline Change

2. Paper Ballot

3. Change Forum Dates

C. Record Date

D. Discussion of Candidate Informational Session or Open House

E. Recommend Merging the N&E Duties into the Board Affairs Committee (BAC)

6. Member Comments

7. Adjournment

Next Meeting: Thursday, October 9, 2025, WC Room 2/Zoom, 10am-11:30am



MINUTES

Nominations & Elections Committee

Thursday, May 8, 2025, 10am
WC Room 2 / Zoom

Committee: April Hasson Hillard (Chair), Beth Dingman, Candy English, Betsy Walton, Nanci Moyo (Administrative Supervisor/Liaison)

Absent: Connie Johnson

Board Attendee: Kathi Bachelor

1. **Call to Order/ Roll Call – Quorum:** Chair Hillard called the meeting to order at 10:01am MST. A quorum of committee members were present.
2. **Approve or Amend Agenda**
MOTION: Dingman moved / English seconded to approve the Agenda.
Passed: unanimous
3. **Approve Meeting Minutes:** March 13, 2025
MOTION: English moved / Hillard seconded to approve the Minutes of March 13, 2025.
Passed: unanimous
4. **Chair Comments**
 - Commended the outgoing N&E Committee for doing a fantastic job in educating and preparing candidates for the role of the Board of Directors.
 - The meetings will be succinct and productive.
 - Committee members role is to focus on the responsibilities for the N&E Committee.
 - Look forward to a successful upcoming election year.
5. **Business**
 - A. Introduction of Committee Members
Each Committee member introduced themselves and shared a little of their background.
 - B. Review N&E Charge from the CPM
Reviewed by the Committee.
 - C. Review the Election Timeline
Discussion was held on different ways to handle the paper ballots to allow for a shorter voting cycle of possibly two weeks. Suggestions:
 - Put a brightly colored ¼ piece of paper in the dues for people to request a

paper ballot when they submit their dues payment.

- Send an annual meeting announcement to members GVR address and snowbird address. Find out how many members are snowbirds to see if this will be a substantial cost.
- The change is being considered to lower the postal cost for the elections and to decrease the voting time for the election.
- Send a postcard early in the season to announce paper ballot requests are open.
- Keep the election timeline as is now for receiving the Annual Meeting Announcement and the Voter Code, especially for the paper ballot requests, and start voting March 2 through March 17 electronically and through paper ballot.
- Keep forums both at 5pm or maybe consider having one in the morning instead of both in the evening.
- This discussion will be finalized at the September meeting after staff has received answers for some of the possibilities.

D. Discuss and Draft Committee Action Plan

The Committee reviewed the proposed Action Plan and made one change: First line item, change to September to approve timeline.

MOTION: Hillard moved / Dingman seconded to approve the amended Committee Action Plan and to send to the Board for its approval.

Passed: unanimous

6. Member Comments: 0

7. Adjournment

MOTION: English moved / Hillard seconded to adjourn the meeting at 11:08am MST.

Passed: unanimous

Next Meeting: Thursday, September 11, 2025, WC Room 2 / Zoom, 10am-11:30am



Committee Action Plan

2025-2026

Nominations and Elections Committee

Bylaws Article VIII, Section 1:

"The Committees shall make policy recommendations to the Board of Directors for approval."

Chair: April Hasson Hillard (Resigned) Beth Dingman (Chair Begins August 2025)

Staff Liaison: Nanci Moyo

Committee: Candy English, Connie Johnson, Betsy Walton,

Committee Purpose:

3.6.2 Responsibilities

- A. Nominations
 - 1. Submit a slate of qualified candidates to the Board at least ninety (90) days prior to the Annual Meeting.
 - 2. Submit a slate of qualified petition candidates to the Board at least sixty (60) days prior to the Annual Meeting.
- B. Election Process
 - 1. Recommend to the Board a record date to determine the eligible roster of voting members which shall be no more than thirty (30) days prior to the election. If the Board fails to set a record date, the record date shall be the date of ballot delivery.
 - 2. The counting of ballots, at the discretion of the Board may be conducted by an independent organization (e.g., Pima County Elections or electronic voting firm), in which case the results shall be obtained from the organization by the Nominations and Elections (N&E) Chairperson or their representative. (*Bylaws Article V Section 3*)
 - 3. In the election of Directors, if there are fewer than fifty (50) valid votes separating the last successful candidate and the first unsuccessful candidate in the election, or less than a fifty (50) vote difference on any other ballot issue, then the Board may, at its sole discretion, order a recount.
- C. Election Forums for Members

Arrange two (2) election forums for members to attend to hear the candidates answer questions arranged by the N&E Committee and questions from the members.

GVR encourages members to voice concerns and comments in a professional, business-like, and respectful manner.

- D. Election Results
1. The Chairperson shall notify the Board Secretary of the results of the election.
 2. The Committee Chairperson shall report the establishment of a quorum and the election results at the Annual Meeting. Successful candidates shall be announced in the order of the total votes received. The results of the ballot for any other matters shall be announced in the order in which the items appeared on the ballot.

Priorities and Timelines Established for 2025-2026:

- N&E Approve 2026 Election Timeline and Committee Action Plan
 - ✓ September 2025
- Discuss Recruiting Board Candidates
 - ✓ September 2025
- Prepare Informational Meeting for Prospective Candidates October 2025 (Format, Information, Presenters)
 - ✓ September 2025
- Consider Change to CPM 3.6.2.B.1 Regarding Record Date for Board Approval
 - ✓ September 2025
- Provide Board of Directors with Record Date 2026
 - ✓ September 2025
- Discuss Election Timeline and Paper Ballots
 - ✓ September 2025
- Prepare for Orientation for Candidates in January 2026 (Format, Information, Presenters)
 - ✓ December 2025
- Prepare for Candidate Forums and Interviews (MC, Format, Questions)
 - ✓ December 2025 and January 2026
- Promotion for Committee Members during Election Cycle (Showcase, Club Open Houses, etc.)
 - ✓ January 2026
- Finalize Forums
 - ✓ February 2026
- Year-End Review
 - ✓ March 2026

Resources Needed:

- 2026 Timeline
- Forum and Interview Questions
- Brochures and Handouts for Committees



Green Valley Recreation, Inc.
Nominations and Elections Committee
Election Timeline

Prepared By: Nanci Moyo, Admin. Sup.

Meeting Date: September 11, 2025

Presented By: Beth Dingman, Chair

Originating Committee / Department:

Nominations and Elections Committee (N&E)

Action Requested:

Review the 2026 election timeline and the proposed possible changes.

Strategic Plan Goal:

GOAL 5: Provide sound, effective governance and leadership for the corporation

Background Justification:

Each year the N&E reviews the timeline for the upcoming elections and makes any necessary changes. This year staff is proposing a tighter voting period, along with members being able to request a paper ballots early.

Here is the reason for allowing paper ballot requests early: Paper ballot requests have a tight turnaround time due to the mail system. Members can request a ballot, by phone, for a period of time, then Vote-Now sends out the batch of requested paper ballots in the mail, and after the members receive the ballot, they need to return the paper ballot by a specific date to make sure it is received by Vote-Now and the voting deadline. The proposed timeline has people able to request a paper ballot before the voting begins, though the paper ballot vote would not be received by Vote-Now until during the actual voting period.

The last couple of years the N&E Committee had approved sending members who requested a paper ballot the year before and those with no email addresses to receive a paper ballot and the full voting packet in the mail. It is possible this year due to the proposed Bylaw changes to have multiple additions to the ballot packet causing a larger postal fee vs. only the Annual Announcement and instructions for voting. In the past couple years there have been about 1500 paper ballots sent out to those with no email addresses and about 250 requested paper ballots. The return of paper ballots is just above 200. Staff is suggesting to leave the request for a paper ballot to those who call in a request, and not send out a full, unrequested, voting packet to those with no email address. Every member receives an Annual Meeting announcement with all the information and instructions regarding requesting a paper ballot and online voting.

The Forum dates need to be changed if the N&E agrees on the proposed timeline change. The dates were set for February 19 and 24. The Forum dates are customarily held within the voting time period. Possible dates for change: March 11, and 13 if held in the evening. There are possible dates available if one is held in the morning. More possibilities if we choose to have the Forums at another venue besides West Center.

Recommended Motion:

Move to approve the 2026 proposed election timeline.

Attachments:

- 1) 2026 Current Election Timeline
- 2) 2026 Proposed Election Timeline



TIMELINE: ELECTION, BALLOT, ANNUAL MEETING 2026

Candidate Applications available online year-round.

October 17, 2025, Friday	Eblast announcing Candidate Informational Session
October 22, 2025, Wednesday	Board of Directors Meeting: Set the Record date for January 28, 2026
November 5, 2025, Wednesday	10am Candidate Informational Session WC Room 2 (to provide potential candidates a chance to ask questions and receive information)
November 21 and 28, Friday	Send Eblast announcement the Board Applications are due December 19 at 4pm, Thursday
December 1, 2025, Monday	Candidate Applications Available
December 11, 2025, Thursday,	10am N&E Committee: Share draft and get approval of the Annual Meeting announcement and Ballot by N&E
December 18, 2025, Thursday	4pm Candidate application deadline <ul style="list-style-type: none"> • Candidate eligibility verified
December 26, 2025, Friday	90 days to Annual Meeting - Submit the Candidate slate to the Board of Directors in Email/Membership in Eblast
January 2, 2026, Friday	Petitioner Candidate Applications available
January 6, 2026, Tuesday	Draft Ballot to Attorney for review
January 13, 2026, Tuesday	Attorney reviewed draft ballot returned to staff
January 19, 2026, Monday	4pm Petitioner Candidates Applications due and vetted by January 21, 2026. <ul style="list-style-type: none"> • Petition deadline for Bylaws changes or Petition Board of Directors Candidates • Email notification sent to N&E Committee and Board of Directors • Not less than 60 days prior to annual meeting (Bylaws) • At least 60 days prior to annual meeting (CPM)
January 22, 2026, Thursday	10am Board Candidate Orientation WC Room 2
January 23, 2026, Friday	Last day to withdraw candidacy and have name removed from ballot

January 23, 2026, Friday	60 days to Annual Meeting: Slate of candidates presented to GVR Members – eblast and media
January 28, 2026, Wednesday	Record Date <ul style="list-style-type: none"> Dues paid in full/Member Assistant Program (MAP)/Monthly plan set up to be able to vote No more than 30 days prior to election (CPM)
January 28, 2026, Wednesday	2pm Board of Directors Meeting: Slate of Candidates announced
January 30, 2026, Friday	All documents for candidates and bylaws turned in
January 29 - 31, 2026	Candidate Interviews for Website
February 2, 2026, Monday	Vote-Now Documents Sent: Annual Meeting information insert and mailing list
February, 9, 2026, Monday	Notice of Annual Meeting/electronic voting instructions mailed via USPS to members
February 18, 2026, Wednesday	Notice of Annual Meeting / electronic voting instructions received by members via USPS <ul style="list-style-type: none"> At least 30 days prior to annual meeting (Bylaws)
February 18, 2026, Wednesday	Membership voting begins
February 19, 2026, Thursday	5pm Candidate Forum – West Center
February 24, 2026, Tuesday	5pm Candidate Forum – West Center
February 25, 2026, Wednesday	Board of Directors Meeting
February 25, 2026, Wednesday	Candidate Meet & Greet after Board of Directors Meeting
March 17, 2026, Tuesday	Voting deadline paper and electronic ballots 4pm <ul style="list-style-type: none"> At least five days prior to annual meeting (CPM)
March 17, 2026, Tuesday	Election results reported to GVR Corporate Secretary <ul style="list-style-type: none"> At least two business days prior to Annual Meeting (CPM) Corporate Secretary reports election results to Board President and CEO, notifies candidates and results are published in eBlast
March 18, 2026, Wednesday	Board of Directors Meeting
March 25, 2026, Wednesday	Annual Meeting of the Corporation <ul style="list-style-type: none"> Within 90 days of year end (Bylaws) Special Meeting after Annual Meeting to Elect Board Officers

PAPER BALLOT Possibilities: Have one or two days where there is an Candidate/Bylaw Information Meeting and voting by paper ballot.



TIMELINE: ELECTION, BALLOT, ANNUAL MEETING 2026

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January 6, 2026, Tuesday	Draft Ballot to Attorney for review
January 13, 2026, Tuesday	Attorney reviewed draft ballot returned to staff
January 19, 2026, Monday	4pm Petitioner Candidates Applications due and vetted by January 21, 2026. <ul style="list-style-type: none"> • Petition deadline for Bylaws changes or Petition Board of Directors Candidates • Email notification sent to N&E Committee and Board of Directors • Not less than 60 days prior to annual meeting (Bylaws) • At least 60 days prior to annual meeting (CPM)
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January 23, 2026, Friday	60 days to Annual Meeting: Slate of candidates presented to GVR Members – eblast and media
January 28, 2026, Wednesday	Record Date <ul style="list-style-type: none"> • Dues paid in full/Member Assistant Program (MAP)/Monthly plan set up to be able to vote • No more than 30 days prior to election (CPM)
January 28, 2026, Wednesday	2pm Board of Directors Meeting: Slate of Candidates announced
January 30, 2026, Friday	All documents for candidates and bylaws turned in
January 29 - 31, 2026	Candidate Interviews for Website
February 4, 2026, Wednesday	Vote-Now Documents Sent: Annual Meeting information insert and mailing list
February, 9, 2026, Monday	Notice of Annual Meeting/electronic voting instructions mailed via USPS to members
February 16-18, 2026, Mon-Wed	Notice of Annual Meeting / electronic voting instructions received by members via USPS <ul style="list-style-type: none"> • At least 30 days prior to annual meeting (Bylaws)
February 18 – 22, 2026	Paper Ballot Request by Phone
February 25, 2026, Wednesday	Vote-Now will send out the requested Paper Ballots in a batch
February 25, 2026, Wednesday	Board of Directors Meeting
February 25, 2026, Wednesday (?)	Candidate Meet & Greet after Board of Directors Meeting
March 4, 2026, Wednesday	Paper Ballots Received
March 9, 2026, Wednesday	Membership voting begins <ul style="list-style-type: none"> • Members with emails will receive an email at 8am
March 11, 2026, Wednesday	Deadline to send back Paper Ballots to be received by Vote-Now
March 11, 2026, Wednesday (?)	5pm Candidate Forum – West Center
March 13, 2026, Friday (?)	5pm Candidate Forum – West Center
March 17, 2026, Tuesday	5pm Candidate Forum – West Center
March 9 – 20 (?)	Possibly a candidate forum in the morning
March 18, 2026, Wednesday	Board of Directors Meeting
March 20, 2026, Friday	Voting deadline paper and electronic ballots 4pm

March 20, 2026, Friday

Election results reported to GVR Corporate Secretary

- At least two business days prior to Annual Meeting (CPM)
- Corporate Secretary reports election results to Board President and CEO, notifies candidates and results are published in eBlast

March 25, 2026, Wednesday

Annual Meeting of the Corporation

- Within 90 days of year end (Bylaws)
- Special Meeting after Annual Meeting to Elect Board Officers



Green Valley Recreation, Inc.
Nominations and Elections Committee
Set Record Date for Voting

Prepared By: Nanci Moyo, Admin. Sup.

Meeting Date: September 11, 2025

Presented By: Beth Dingman, Chair

Originating Committee / Department: Nominations and Elections Committee (N&E)
Action Requested: Set a record date of January 28, 2026, to recommend approval by the Board of Directors at the October 22, 2025, Regular Meeting.
Strategic Plan Goal: GOAL 5: Provide sound, effective governance and leadership for the corporation
Background Justification: Every year the Board of Directors approves the record date provided by the N&E Committee or chooses another date to be approved. The CPM states: Recommend to the Board a record date to determine the eligible roster of voting members which shall be no more than thirty (30) days prior to the election. If the Board fails to set a record date, the record date shall be the date of ballot delivery.
Recommended Motion: Move to recommend to the Board of Directors the record date of January 28, 2026, and to be approved by the Board at the October 22, 2025, Regular Meeting.



Green Valley Recreation, Inc.
Nominations and Elections Committee
Candidate Informational Session

Prepared By: Nanci Moyo, Admin. Sup.

Meeting Date: September 11, 2025

Presented By: Beth Dingman, Chair

Originating Committee / Department:
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Nominations and Elections Committee (N&E)

Action Requested:

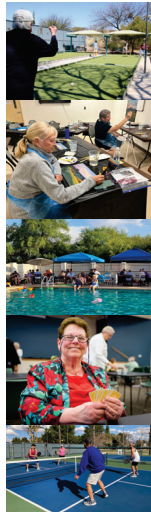
Begin discussion on the format and information presented for the Candidate Informational Session on November 5, 2025, for members interested in running for the Board in 2026.
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Strategic Plan Goal:

GOAL 5: Provide sound, effective governance and leadership for the corporation
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Background Justification:

Each year the Candidate Informational Session is held for interested members who would like to run for the Board and Committees. This Informational Session provides information to the interested members regarding the election process, the Roles of Board Directors, knowledge needed as a Director, time commitments, and an introduction about GVR and its governance.
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Shape the Future of GVR

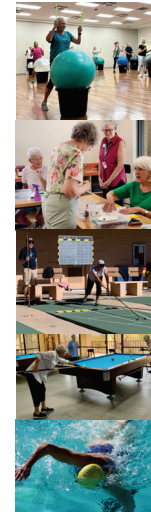
Come to the
Candidate Information Session
GVR West Center Room 2
Wednesday, November 5
10am-Noon

Meet current Board Directors and Committee members to learn about these important roles and discover how you can contribute to the community.

The GVR Nominations and Elections Committee is looking for enthusiastic members to volunteer to run for the Board of Directors or Board committees. Share your skills, knowledge, and ideas to help shape the future of GVR.

Questions?

Contact Nanci Moyo at NanciM@GVRec.org or call 520-838-0144.





Green Valley Recreation, Inc.
Nominations and Elections Committee
Recommend Merging N&E with BAC

Prepared By: Scott Somers, CEO

Meeting Date: September 11, 2025

Presented By: Scott Somers, CEO

Originating Committee / Department:

Administration

Action Requested:

Recommend to the Board merging N&E duties into the AC, thereby eliminating the N&E, if this recommended Bylaws change is approved by the members

Strategic Plan:

Goal 5: Provide sound, effective governance and leadership for the corporation

Background Justification:

In addition to being presented and recommended to the N & E Committee, the following Bylaws amendment is being presented and recommended to the Board Affairs Committee, and ultimately the Board of Directors, to be included on the 2026 Ballot for member vote:

Governance and Committee Reform:

Article VIII, Section 1: Standing Committees

Much has been said about thoughtfully recognizing and identifying the purpose and role of Board advisory committees. BoardSource says, “The board’s standing committee structure should be lean and strategic and complemented by the use of task forces. Only ongoing board activities warrant a standing committee.” A committee’s “role is to help structure and manage the board’s work.” BoardSource recommends considering the following questions when evaluating your board committee structure:

1. Are committee assignments distributed evenly across the board so that every member has a chance to be involved in committee work?
2. Do your board committees foster, rather than hinder, board-staff interaction and cooperation and deepen the board’s understanding of the issues that have an impact on the life of your organization?
3. Are any of your committees duplicating another committee’s work or the staff’s work?
4. Has a standing committee that had important work to do in the past completed its objective and taken on work that may have yet to be sanctioned by the board to occupy its time?

5. Does your board have so many committees that your board members are stretched thin and need to attend too many meetings?
6. Are there standing committees that could evolve into task forces to accomplish specific objectives within set time frames?
7. Are your board committees focused on policy and strategic work? Or are they involved in operations, which is usually the staff's responsibility?

The easiest way to keep the committee structure simple and flexible is to limit the number of standing committees to the bare minimum and to supplement these with task forces and ad hoc committees (BoardSource). According to Leading with Intent, the most common standing board committees are finance; executive; fundraising/development; and governance/nominating. Finally, does each committee have significant ongoing and important work to do? If a committee does not have enough work, it should be disbanded.

Based on these questions and recommendations, staff recommends the following committee and ad hoc committee changes:

Nominations and Elections: eliminate and transfer remaining duties to Board Affairs

Planning and Evaluation: eliminate and transfer remaining duties to Fiscal Affairs (this has been approved by both P&E and FAC at their August meetings)

Investments: eliminate standing committee and transition to an as needed ad hoc committee

Board Affairs: maintain and take on remaining Nominations and Elections duties

Fiscal Affairs: maintain and take on remaining Planning and Evaluation duties

Audit: maintain, although technically a Special Committee

Committee Options:

- 1) Recommend to the Board merging N&E duties into the BAC, thereby eliminating the N&E if this recommended Bylaws change is approved by the members.
- 2) Recommend to the Board maintaining the current status where N&E and BAC duties are separate.
- 3) Make no recommendation to the Board.

Staff Recommendation:

Option #1

Recommended Motion:

Move to recommend to the Board merging N&E duties into the BAC, thereby eliminating the P&E if this recommended Bylaws change is approved by the members.