



## **MINUTES**

### **PLANNING & EVALUATION COMMITTEE MEETING**

Thursday, November 16, 2017

10:30 am – Administrative Offices Annex

***GVR Mission Statement:*** “To provide recreational, social and leisure education opportunities that enhance the quality of our members’ lives.”

**ATTENDEES:** Don Lathrop (Chair), Trudy Baker, Nina Campfield, Donna Coon, Connie Griffin, Lance Heise, David Messick, Jim Nelson (ex officio), Kathy Palese, Roger Philpott, Keith Skytta, Stewart Tagg

**GUESTS:** 15

**STAFF LIAISON:** David Jund (Facilities Director)

**ADDITIONAL STAFF:** Mel Stephenson (Project Manager), Karen Miars, Karen Rans

#### **CALL TO ORDER / ESTABLISH QUORUM**

Chair Lathrop called the meeting to order at 10:30 am.

Roll call by Karen Miars; Quorum established.

#### **MINUTES**

**MOTION: Heise / Seconded. Approve October 12, 2017 minutes as amended.**

**Passed: unanimous**


**3-YEAR CAPITAL PROJECT PLAN** – Lathrop reported.

#### **SUBCOMMITTEE UPDATES**

- **West Center Campus** – Subcommittee Chair David Messick reported.
- **GVR Signage Project** – In Eric Sullwold’s absence, Carol Lambert reported.

**MOTION: Lambert / Seconded. Approve the following Center naming conventions for use in directional signage, building signage (interior and exterior), in printed material and on websites: WEST CENTER, EAST CENTER, LAS CAMPANAS CENTER, DESERT HILLS CENTER, CANOA HILLS CENTER, CANOA RANCH CENTER, SANTA RITA SPRINGS CENTER, ABREGO NORTH CENTER, ABREGO SOUTH CENTER, CONTINENTAL VISTAS CENTER, MADERA VISTA CENTER, CASA PALOMA I CENTER, CASA PALOMA II CENTER.**

**The GVR logo should be placed in front of the name on buildings:**  LAS CAMPANAS CENTER

**For directional signs, the logo should be centered above the Center name:**  LAS CAMPANAS CENTER

**Passed: unanimous**

- **Renewable Energy** - Subcommittee Chair Nina Campfield reported.  
**MOTION: Campfield / Seconded. Approve the mission of the Renewable Energy Subcommittee of the P&E Committee is to:**
  1. Evaluate Capital Projects for reasonable renewable/sustainable energy, energy efficiency, and resource-use reduction opportunities; and
  2. Explore, evaluate and recommend stand-alone renewable energy opportunities for consideration by the P&E Committee for possible inclusion in Capital Plans.**Passed: unanimous**
- **Budget Liaison** – Subcommittee Chair Trudy Baker reported.  
**MOTION: Baker / Seconded. Update the Corporate Policy Manual as follows:**  
**Section VI – BOARD/BOARD COMMITTEES**  
**Subsection 4. BOARD COMMITTEES’ DUTIES AND RESPONSIBILITIES**  
**C. Duties and Responsibilities of Board Committees**
  3. Planning and Evaluation Committee (updated 9/27/2016)
    - b. Responsibilities
      4. The Budget Liaison Subcommittee to bring all capital funding requests (Clubs, Facility Master Plan projects) to Fiscal Affairs by the end of June. Provide Fiscal Affairs with information as needed to develop their final recommendation to the Board for the next year’s budget development process.**Passed: unanimous**
- **Pickleball & Parks** - Subcommittee Chair Kathy Palese reported.
- **Grants & Foundation** - Subcommittee Chair Connie Griffin reported.
- **Program Evaluation** – Subcommittee Chair Carol Crothers reported.
- **Criteria & Analysis** - Subcommittee Chair Don Lathrop reported.
- **Associates / Focus Groups** – Subcommittee Chair Carol Lambert reported.

#### CLUB CONTRIBUTION POLICY

**MOTION: Campfield / Seconded. Approve GVR Clubs applying for financial awards through the P&E Committee are expected to contribute to all projects with the exception of those related to Health, Safety and ADA Compliance. The amount of contribution will be at the discretion of the Criteria & Analysis Subcommittee and the P&E Committee based on the GVR Club application with discussions between the P&E Committee and the GVR Club leadership.**

**Passed: 11 Yes / 1 Abstain (Heise)**

#### NEW BUSINESS

- **GVR Club Unmet Needs** (Table Tennis, Metalwork, Glass Fusion) – Don Lathrop reported.

#### MEMBER COMMENTS - 1

**NEXT MEETING: Thursday, December 14, 10:30 am, Annex**

**ADJOURNMENT - Meeting adjourned at 12:23 pm.**