



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

MINUTES

Planning & Evaluation Committee

Thursday, December 12, 2019

10:00 am MST – East Center Lounge

Committee Approved – January 9, 2020

Attendees: Denise Nichols (Chair), Donna Coon (Co-Chair), Randall Howard, Blaine Nisson, Roger Philpott, Charlie Sieck (ex officio) arrived 10:12am, Stewart Tagg arrived 10:25am, Mike Zelenak, David Jund (Liaison/Facilities Director)

Remote Attendees: Marcia Campbell

Absent: Jim Maxwell, Roger Myers, Gina Rowsam, Don Weaver

Additional Staff: Kathy Edwards (Program Coordinator), Miles Waterbury (Fitness Coordinator/Communications Specialist), Marie Wilbur (Meeting Scribe), Kris Zubicki (Recreation Services Director)

Guests: 14

- 1. Call to Order/Establish Quorum:** Chair Nichols called the meeting to order at 10:05am MST. Roll was called and a quorum established. Because they have not attended meetings, Chair Nichols requested that Dan Barrett and Margie Rowland be removed from the Committee roster.
- 2. Approve Minutes from the Meeting of November 14, 2019: Motion to accept minutes as written. R. Howard / seconded. Passed unanimously.**
- 3. Subcommittee Status**
 - a. Capital Projects Evaluation Subcommittee** – Chair Roger Philpott reported that the Bocce court project has a budget and is ready to go. He noted that the Criteria Reports used in determining club project requests has a missing piece – Ratings – which he will correct. He will schedule the next CPE meeting to review the Clay Project with the hope to finish that review up no later than February. D. Coon noted that they need the plan for the Clay Project before March 2020. She distributed a handout of the GVR Capital Project Plan for 2020 for review and discussion. Carol Lambert spoke on the request for a member gathering space.

i. Future Member/Club Requests

Discussion on looking at procedures for collecting information from clubs and members in the future. Carol Lambert and B. Nisson will by January submit a list of suggested questions which might be added to the request forms before their distribution in February. Carol Lambert discussed going back to the member survey which was done to gather suggestions. She will provide this information to the committee. At the Committee's request, Kris Zubicki will look into questions that arose about participation in the Craft fairs in November and March.

b. Facilities Expansion Subcommittee – Chair Blaine Nisson stated that he has requested a letter in writing from the Shuffleboard Club that they won't be using the Desert Hills courts anymore and they will provide this. He addressed a report on meeting space which was provided to his subcommittee by Kris Zubicki. He will be asking her for more detail. They are working on getting the Fiesta Room space for the Clay Club. Roger Philpott presented the Criteria Forms used by CPE. There was a presentation by the Artisans' Shop regarding their space needs. There was also a discussion about social gathering spaces, mobile classrooms and the Canoa Hills Clubhouse which is currently empty.

i. Desert Hills Shuffleboard Repurpose

R. Myers and his Fitness Subcommittee are looking at the repurposing of the DH Shuffleboard space for a fitness center.

c. Aquatics Subcommittee – Chair Mike Zelenak is working on filling his committee slots and has six solid members to date. He will meet with Kent Blumenthal and Miles Waterbury soon to discuss this subcommittee's goals. He hopes to have his first subcommittee meeting in January. This Committee asked that the subcommittee work on getting flyers out to pool sites for member input.

d. Fitness Subcommittee – Liaison Miles Waterbury reported in Chair Myers absence that the subcommittee has planned a forum to take place at Desert Hills on January 14, 2020 regarding the Shuffleboard space repurposing. They hope to hold a forum at each major center.

4. Facilities Maintenance Report – David Jund

D. Jund reported on the status of the major projects – bocce courts replacement and tennis bleachers. The bocce courts replacement, with funding approved by the Board of Directors, is moving along well. Invoices are ready to go out shortly to clubs for their funding percentage due. There is currently no formal protocol in place for determining/collecting club percentages due.

5. 2020 Capital Budget – discussed previously in the meeting.

6. Future Capital Projects

- a. Clay Studio Expansion/Fiesta Room Usage** – to clarify for the Clay Club members present, R. Philpott will complete his Criteria Report in January. The CPE will meet with Clay next Thursday morning, if possible. It was determined that a member forum was not needed on this project.

Chair Nichols reported on Policy Governance and how it will affect the P&E Committee. It is determined that the P&E Committee is considered an Operational Committee and not a Board Committee under Policy Governance guidelines. This issue was tabled at the December 11, 2019 Board of Directors' meeting. This action would require a change to the Corporate Policy Manual (CPM). The Committee would not go away, but instead work directly with staff on operational issues. This will not be on the next ballot.

Chair Nichols announced that the next meeting will be held on Thursday, January 9, 2020 at 10:00am MST at the East Center Lounge.

ADJOURNMENT: The meeting adjourned at 11:15am MST.