



## **AGENDA**

### **Board Affairs Committee**

Tuesday, October 14, 2025

1:30-3:00pm MST

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:** Candy English, Chair, Beth Dingman, Bart Hillyer, Ed Knop, Nellie Johnson, Pat Reynolds, Kathi Bachelor (ex-officio), Scott Somers (CEO), Nanci Moyo (Administrative Supervisor/Liaison)

### **Agenda Topic**

- 1. Call to Order / Roll Call – Establish Quorum**
- 2. Approve or Amend Agenda**
- 3. Approve Meeting Minutes:** September 9, 2025
- 4. Chair Comments**
- 5. Business**
  - A. Review Corporate Policy Manual (CPM) Language in Part 1: 1.2.2 Guest Policy
  - B. Discuss Next Steps for Changes to the Guest Policy (Software, Timeline...)
- 6. Member Comments**
- 7. Adjournment**

**Next Meeting:** Tuesday, December 9, 2025, West Center, Room 2/Zoom, 1:30-3:00pm



## MINUTES

### Board Affairs Committee

Tuesday, September 9, 2025, 1:30pm  
WC Room 2 / Zoom

**Committee:** Candy English, Chair, Beth Dingman, Bart Hillyer, Ed Knop, Nellie Johnson, Pat Reynolds, Kathi Bachelor (ex-officio), Scott Somers (CEO), Nanci Moyo (Administrative Supervisor/Liaison)

**Board Attendees:** Jody Walker, Kathi Bachelor

**Visitors:** 2

1. **Call to Order / Roll Call – Establish Quorum**  
Chair English called the meeting to order at 1:30pm MST. Roll call established the Quorum.
2. **Approve or Amend Agenda**  
**MOTION: Johnson moved / Reynolds seconded to amend the Agenda by adding B.4 under Guest Pass Policy, topic Enforcement of the Guest Policy as it relates to Club.**  
**Passed: 4 yes / 2 no (Dingman, Hillyer)**  
  
**MOTION: Reynolds moved / Johnson seconded to approve the Agenda as amended.**  
**Passed: 5 yes / 1 no (Hillyer)**
3. **Approve Meeting Minutes: August 12, 2025**  
**MOTION: Dingman moved / Knop seconded to approve August 12, 2025, Meeting Minutes as amended by changing on Page 2 under C first bullet, second sentence term limits to two terms and not two years.**  
**Passed: unanimous**
4. **Chair Comments:**
  - The BAC approved recommending to the Board the Member Code of Conduct for the Board approval at the August Regular Meeting.
  - Thanked everyone for the work done and completed on this policy.
5. **Business**
  - A. Bylaws  
CEO Scott Somers reviewed the Bylaw changes:  
Article V Term of Office: Flat two terms and remove the word “consecutive” was recommended by the BAC.

**MOTION: Reynolds moved / Johnson seconded to amend the language to have two consecutive terms with a three-year break before running again for the Board.**

**Passed: 4 yes / 1 no (English) / 1 abstain (Dingman)**

Article VIII Committees of the Board of Directors: Remove N&E and P&E. Keep Investment as a standing Committee in Bylaws and possibly change CPM to be more flexible.

**MOTION: Johnson moved / Reynolds seconded to support the changes to remove the N&E and merge the duties into the Board Affairs Committee, and the P&E and merge the duties into the Fiscal Affairs Committee, and keep the Investment Committee as a standing committee.**

**Passed: unanimous**

Article V Section 2 A and B: Nominating Process: Change to Elections process and following the Candidate application and petition process.

**MOTION: Dingman moved / Johnson seconded to keep all the changes to Article V Section 2.A&B which reads: Any regular member of the Corporation, in good standing, may submit a Candidate Application by the deadline. The slate of applicants shall be posted and be available to all regular members at least 90 days prior to the Annual Meeting. B. Following the Candidate Application deadline, if there is interest in running for a Board of Director position, any regular member of The Corporation may file a nomination petition containing the signatures of at least two hundred (200) of the regular members in good standing. See the Corporate Policy Manual for instructions on filing. The petition process shall be completed not less than 60 days before the Annual Meeting. The names of these candidates shall be added to the slate of candidates previously posted.**

**Passed: unanimous**

Article VII Officers and Chief Executive Officer Section 4.E Responsibilities of Officers: Signing checks - already voted on by the Board March 19, 2025.

Article VIII Committees of the Board of Directors Section 3 Composition of Committees:

**MOTION: Dingman moved / Johnson seconded to approve the changes for the Board selecting and approving the committee members.**

**Passed: 5 yes / 1 no (Hillyer)**

Article VIII Committees of the Board of Directors Section 4 Remove Nominations and Elections Committee in this section.

**MOTION: Reynolds moved / Johnson seconded to approve the removal of Nominations and Elections in Section 4.**

**Passed: unanimous**

Article VIII Committees of the Board of Directors Section 5 Open Meetings

**MOTION: Johnson moved / English seconded to approve the changes to Section 5 for opening meetings of the Committees with the exception of the Audit Committee.**

**Passed: unanimous**

**MOTION: Hillyer moved / Johnson seconded to move the BAC Bylaw recommendations to the Board for approval on the 2026 Ballot.**

**Passed: unanimous**

**B. Guest Pass Policy**

**1. CEO Scott Somers reviewed the Guest Pass Policy stating:**

- The vast majority of Guest Pass violations involve the use of Annual Guest Pass and Complimentary Guest Passes.
- The recommendation is to tighten the language in the policy and not use vague terms such as "temporary."
- The preference is to allow a time limit or punches on a pass per person per specific date or time period or an annual punch card pass with up to 30 days.
- Looking at inhouse software to be written to allow punch cards. The goal is for January 1, 2026.

**Discussion:**

- Keep the Annual Guest Card if GVR is unable to get or write the software for a punch card.
- Allow four people on each pass.
- Better enforcement will happen with one Guest Pass per person.
- There is not enough staff to enforce the Guest Passes.
- A Guest Card needs to be for one individual with limited time. The Tenant Cards are a perfect example of the limited time.
- The punch card is a good idea allowing for so many visits. Would rather have four people on a punch card.
- There have not been any recommendations for how many times a Guest Pass can be purchased per year.
- The Guest Pass would have the member name on it because the member is responsible for the guest.
- Have an annual guest pass but for certain amount of times per year and then it shuts off. Don't need to change the software.

**MOTION: Reynolds moved / Dingman seconded the committee adopt recommending eliminating the Annual Guest Pass; add a 30-day "punch card" option once the software allows it; limit persons per guest pass to one; limit guest passes to days, weeks, and 30 days.**  
**Failed: 3 yes / 3 no (Hillyer, Johnson, Knop)**

**MOTION Reynolds moved / Knop seconded to recommend that once a 30-day "punch card" option can be added, eliminate the Annual Guest Pass; limit persons per guest pass to one; limit guest passes to days, weeks, and 30 days.**

**Passed: 4 yes / 1 no (Hillyer) / 1 abstains (Johnson)**

Corporate Policy Manual (CPM) language changes for the Guest Pass Policy can be brought back to the BAC at the next meeting.

## 2. 20-Mile Rule

CEO Scott Somers stated the current policy states you must live at least 20 miles from the GVR boundary to be a guest.

- Possibly changing the Guest Pass Policy by limiting the number times a pass can be used will eliminate the need to have the 20-mile rule.

Discussion highlights:

- The 20-mile rule is difficult to enforce. Amend it in a way that it is not so difficult to enforce.
- The survey showed that Members felt strong about the 20-mile rule.
- General consensus is to keep the 20-mile rule.

## 3. Target Date to Make Changes – Software and Enforcements

The goal is to have the software implemented by the first of January 2026, including any punch card changes.

## 4. Enforcement for the Clubs Specifically

- Policy for Guest Enforcement for the Club states “The Clubs shall establish an effective monitoring system.”
- The point in the survey is this is not being enforced, especially with the card clubs.
- Are there any penalties for clubs that do not monitor their events?
- The dedicated space clubs have good enforcements by using Member card swipes.
- Card clubs and many other clubs are not dedicated club spaces and this can be problematic. The clubs need to be reminded to monitor and check IDs.
- In the CPM Section 6.2.2.F says, “Club may grant guest privileges, at their discretion, to guests of GVR Members and, if authorized by the Board, other non-GVR members upon payment of a guest fee to GVR.” Section 6.2.2.K non-member Club participant policy lists social and dance clubs allowing non-GVR members to attend, sign a waiver, and pay a fee.
- Encourage members to call a COA when they feel there is an abuse of the Guest Policy.

## 5. Adjournment

**MOTION: Reynolds / Johnson seconded to adjourn the meeting at 3:20pm.**

**Passed: unanimous**

**Next Meeting:** Tuesday, October 14, 2025, West Center, Room 2/Zoom, 1:30 – 3:00pm



Green Valley Recreation, Inc.

**Board Affairs Committee Meeting****Review Guest Pass Policy CPM Changes****Prepared By:** Scott Somers, CEO**Meeting Date:** October 14, 2025**Presented By:** Scott Somers, CEO**Originating Committee / Department:**

Administration

**Strategic Plan:**

Goal 1: Provide excellent facilities for members to participate in a variety of active and social opportunities

**Action Requested:**

Utilize the data provided along with the survey results to craft a well-defined, firmer, more enforceable guest policy. Review Corporate Policy Manual (CPM) Part 1 Section 1.2.2 Guest Policy changes.

**Background Justification:**

GVR staff has brought forth issues and challenges faced regarding the current guest policy. In 2022, the Board revised the guest policy to reduce the number of guests allowed per card from unlimited to four. While this helped staff with a stronger policy that is enforceable, the policy remains problematic. Staff is recommending that we align our policy with others in similar communities.

Members have voiced strong frustration over non-members having unregulated access to facilities they have financially supported. Left unchecked, this issue risks further diminishing the value of GVR membership and eroding confidence in our policies.

GVR has long-faced challenges with guest card misuse. Despite previous attempts to revise the policy, past efforts have been insufficient, and misuse continues to grow. While a large portion of our membership is aware of the policy and adheres to it, there is an increasing number that do not. This misuse has continued to intensify with improperly using Guest Cards for tenants/Airbnb and VRBO rentals as well as local friends and neighbors. The misuse is predominantly found with Annual Guest Cards and Complimentary Guest Cards.

During the BAC's May 13, 2025, meeting, it was decided to develop a survey to understand how GVR's members think about the current policy and potential policy changes. While a majority of those that took the survey say it is "very important" to maintain an Annual Guest Pass, the majority that took the survey don't purchase guest passes. When asked if members were concerned about unauthorized guests using GVR facilities, the majority stated they were very concerned or somewhat concerned.

The vast majority of guest pass violations involve the use of Annual Guest and Complimentary Guest Passes, as stated above. However, since guest passes are intended for those guests that live 20 miles or greater from the GVR boundary and allow up to 4 guests per card, and are intended for "temporary" guests, many guests that use them are not violating any policy. For example, a guest could reside in Tucson and use GVR facilities 200

times in a year since “temporary” isn’t defined.

Many similar organizations refrain from using such vague terms and instead allow a member to purchase a guest pass that is good for 15-30 days and/or limits the number of times any individual can be a guest to a specific number of days per year, such as 15-30. The easier approach for GVR would be to limit the number of days per pass, rather than limiting the number of days an individual can be a guest which would require GVR to know the names of each guest, and possibly require an ID from each guest.

It has been suggested that a “punch card” could possibly replace the Annual Guest Card. A punch card, for example, could be purchased and loaded with 15 or 30 days of guest access. Members who prefer the one-time purchase and convenience of an Annual Guest Card could instead purchase such a punch card for use by their guests, without knowing specific dates, until all of the days have been used. GVR’s current software does not allow for this option at this time, but staff are looking into software alternatives that do.

To protect member benefits and ensure fair access, we recommend revising our guest card policy to reduce opportunities for misuse. These changes should be made to help preserve the integrity of GVR membership while maintaining an enjoyable experience for all members.

During the BAC meeting on September 9, 2025, it vote to recommend to the Board eliminating the Annual Guest Pass, once the 30-day “punch card” software is installed; limit persons per guest pass to one; limit guest passes to days, weeks, and 30-days.

The CPM redline is attached with changes to be reviewed.

**Fiscal Impact:**

Any fiscal impact to policy changes won’t be known until the “actual” amounts are finalized and audited after the end of the next fiscal year.

**Committee Options:**

- 1) Review the redline for 1.2.2 Guest Policy and recommend to the Board for approval.
- 2) Review the redline for 1.2.2 Guest Policy and amend to recommend to the Board for approval.
- 3) Recommend any other configuration.
- 4) Recommend maintaining the existing guest pass policy.

**Staff Recommendation:**

Option #1

**Recommended Motion:**

*I move to recommend to the Board approving the redline version of 1.2.2 Guest Policy, CPM changes.*

**Attachments:**

- 1) CPM 1.2.2 Guest Policy Redlined

## 1.2.2

**Guest Policy**

- A. Guest privileges are intended for temporary visitors of a Regular Member, Assigned Member, Tenant, CRCF Resident, or Life Care Member of GVR and who live outside a twenty (20) mile distance from established GVR boundaries.
- ~~B.~~ GVR Members, Assigned Members, Life Care Members and CRCF Residents may purchase one (1) annual guest card (as defined and limited per the Board approved Fee Schedule) which allows for ~~four~~ one adult per visit ~~with unlimited visits~~. Annual guest cards are valid for one year from the date of purchase ~~through the end of the calendar year and fees are not prorated~~. No more than one (1) annual guest card may be purchased by a GVR Member regardless of the number of properties owned and may not be purchased for tenant-occupied properties.
- C. GVR Members, Assigned Members, Life Care Members, CRCF Residents, and Tenants may purchase daily, weekly, or 30-day guest cards which allow ~~for four (4)~~ one (1) adults on a specific day or days.
- D. Adult guests 18 years of age and older are required to have a valid guest card when visiting GVR facilities.
- E. Guests under the age of 18 do not require guest cards and must be accompanied by an adult with privileges to use GVR facilities.
- F. Replacement of a lost or damaged ~~annual~~ guest card must be obtained at a customer service office for a fee established by the Board. Lost cards will be deactivated to prevent future use of the card. Damaged cards must be returned to a customer service office before a replacement card will be issued.
- G. Guest cards are required for all general facility use and club activities. However, guest cards are not required for ticketed GVR events.
- H. At management's discretion, guest usage of GVR facilities may be limited to non-primetime hours. Signage will be added to all facility gates reminding individuals that each person must swipe (or 'tap' for proximity cards) a GVR-issued ID card.

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