

AGENDA

Nominations & Elections Committee

Thursday, October 9, 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**: September 11, 2025
- 4. Chair Comments
- 5. Business
 - A. Review Updated Timeline
 - B. Organize Candidate Informational Session for November 5, Wednesday
 - C. Processing Paper Ballots
- 6. Member Comments
- 7. Adjournment

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



MINUTES

Nominations & Elections Committee

Thursday, September 11, 2025, 10am WC Room 2 / Zoom

Committee: Beth Dingman (Chair), Candy English, Connie Johnson, Betsy Walton (arrived after the Agenda and Minutes), Nanci Moyo (Administrative Supervisor/Liaison)

Absent: Connie Johnson

Visitors: 0

- **1.** Call to Order/ Roll Call Quorum: Chair called the meeting to order at 9:59am MST.
- 2. Approve or Amenda Agenda Consensus was to move 5.D to the October Meeting.
- 3. Approve Meeting Minutes: May 8, 2025 Consensus of the Minutes for May 8, 2025.
- 4. Business
 - A. Informational Only Committee Action Plan 2025-2026
 - B. Review Election Timeline Voting Timeline, Paper Ballot, and Forum Discussion
 - Move the announcement to the Board and members for the slate of Candidates to December 19 instead December 26, due to the Christmas holidays.
 - Consensus from the N&E Committee is not to send out paper ballots to those without email addresses and those requested last year. Members will need to call for a paper ballot per the instructions sent with the Annual Meeting announcement in the mail.
 - Discussion regarding how to process paper ballots: 1) Send out requested paper ballots from GVR with an envelope to return paper ballots to Vote-Now; 2) Have paper ballots returned to GVR by a specific date and then send overnight to Vote-Now for counting; and 3) GVR could print paper ballots and provide an envelope to be picked up at the Administrative Office. The consensus is to think about this process and decide at the October meeting the best way to handle paper ballots.
 - Announce to members there is a computer available at the West Center to vote with assistance or the Green Valley library.
 - Consensus to keep the voting timeline of March 9 20. Consider having a

- Forum before the start of voting for those who will vote by paper ballot due to the timeline to return paper ballots by March 11.
- Possible dates for the Forums are March 4, March 11, and 13. Also, consider having a morning Forum. Consensus is to schedule one for March 4 and March 11.
- Consider having the Forums available through Zoom.

C. Record Date

MOTION: English moved / Walton seconded to recommend to the Board January 28, 2026, as the Record Date for Board to approve at the October Regular Meeting.

Passed: unanimous

- D. Discussion of Candidate Informational Session or Open House Move to October Meeting
- E. Recommend Merging the N&E Duties into the Board Affairs Committee (BAC)
 - Chair concerned about moving N&E to BAC due to the workload of the BAC, and increasing the workload burden. N&E can have a good amount of work especially in late Fall through Spring. Suggests N&E be a Special Committee and only meeting in August – March.
 - Concern of reducing Committees at a time the Board is downsizing to nine over the three-year period. Leave N&E currently and look at it after the Board is seated with nine Board Directors.
 - Possibly have the N&E as a Special Committee, subcommittee or Ad Hoc committee as needed.

MOTION: Walton moved / Dingman seconded to change the name of Nominations and Elections Committee to Election Committee and remain as a standing committee to the Board and amend the CPM to reflect the suggested N&E changes.

Passed: unanimous

- **5. Member Comments:** 0 comments
- 6. Adjournment

MOTION: Walton moved / Dingman seconded to adjourn the meeting at

11:24am MST. Passed: unanimous

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



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 deadlineCandidate eligibility verified |
| December 19, 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 13, 2026, Tuesday January 19, 2026, Monday | Attorney reviewed draft ballot returned to staff 4pm Petitioner Candidates Applications due and vetted by January 21, 2026. • 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) |
| January 19, 2026, Monday | Attorney reviewed draft ballot returned to staff 4pm Petitioner Candidates Applications due and vetted by January 21, 2026. 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) |
| | Attorney reviewed draft ballot returned to staff 4pm Petitioner Candidates Applications due and vetted by January 21, 2026. 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) |
| January 19, 2026, Monday | Attorney reviewed draft ballot returned to staff 4pm Petitioner Candidates Applications due and vetted by January 21, 2026. 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 28, 2026, Wednesday | Record Date 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 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 4, 2026, Wednesday | 10am Candidate Forum – West Center |
| March 9, 2026, Wednesday | Membership voting beginsMembers 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 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.

N&E Committee Meeting

Candidate Informational Session and Survey

Prepared By: Nanci Moyo, Admin. Sup. **Meeting Date:** October 9, 2025

Presented By: Beth Dingman, Chair

Originating Committee / Department:

N&E Committee

Action Requested:

Discuss the Candidate Informational Session and the possibility of a survey for gathering information on the effectiveness of the session and any suggestions for improvement.

Strategic Plan:

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

Background Justification:

Each year a Candidate Informational Session is held for members interested in running for the Board of Directors. N&E will come up with a format and who should provide information.

Topics or ideas for the Informational Session:

- a) Purpose of Informational Session
- b) Roles of Board of Directors ((Per Bylaw and CPM)
- c) Knowledge Needed as a Director
- d) Learning Curve, Challenges
- e) Election Process
- f) Roles of Committees Committee vs. Board
- g) Questions and Answers

Survey – suggestion to have name tags.

Attachments:

- 1) Board Position Description
- 2) Bylaw and CPM Description
- 3) Recruitment Flyer

POSITION DESCRIPTION GREEN VALLEY RECREATION BOARD OF DIRECTORS

JOB TITLE: Director

POSITION SUMMARY: The Director is elected to the Board position by the GVR members and serves a 3-year term. The Board's main functions are the development of policies that encompass the values and mission of the organization and to plan for the organization's future.

BOARD MEMBER'S RESPONSIBILITIES:

- Become familiar with the Bylaws and the current Policy Manual of GVR.
- Evaluate policies and progress toward achievement of all established goals.
- Work to ensure that the financial integrity of the organization is maintained at all times.
- Review the Executive Director's performance, annually, and when needed, select an Executive Director.
- Read all information provided by Board and Staff, especially the monthly financial statement.
- Ensure that a communication link with the GVR members are maintained and continually evaluated.
- Support the majority opinion taken by the Board on any and all issues.
- Refer all day-to-day operational questions &/or member requests to the Executive Director.
- Refer all media inquiries to the Board President.

QUALITIES & CHARACTERISTICS OF A BOARD MEMBER:

- Develops pro-active leadership skills.
- Exhibits flexibility and is tolerant of dissent.
- Practices communication and listening skills.
- Demonstrates moral courage (will take a stand).
- Is a team player.
- Sees and grasps the big picture (visionary).

COMMITMENT:

- Serves a three (3) year elected term
- Attends monthly Board meetings and monthly Board Work Sessions.
- If asked by the President, you must serve as a Chairperson of a Board Committee.
- Serve as an Officer of the Board if nominated and elected by the Board.
- Serve each year on possibly two (2) committees of the Board

GVR Bylaw

ARTICLE V — ELECTION OF DIRECTORS

Section 1: Term of Office

A. The term of office of a Director elected by the membership shall be for three (3) years. Each year the term of office of three (3) Directors shall expire and three (3) Directors shall be elected for a term of three (3) years to succeed those Directors whose terms expire. No Director may serve more than two (2) consecutive terms including time served as an appointed Director. A former Director may be re-elected after one (1) or more years' absence from the Board.

ARTICLE VI — POWERS, DUTIES AND RESPONSIBILITIES OF THE BOARD OF DIRECTORS

Section 1: Powers and Duties

The Board of Directors shall have power:

- A. To call special meetings of The Corporation whenever it deems necessary or upon written request of one-tenth of the voting membership as provided in Article IX, Section 2.
- B. To take the following actions with the approval of a majority of directors in office:
- 1. Appoint and remove, at its pleasure, all officers, agents and the Chief Executive Officer and prescribe their duties, fix their compensation and require of them such security of fidelity bond as may be deemed expedient;
- 2. Establish initial fees, dues, and assessments and collect same; and
- 3. Adopt annual operating and capital budgets which shall include a contribution to financial reserves consistent with Board policy.
- C. To adopt and publish rules and regulations governing the use of the properties and facilities owned by The Corporation and the personal conduct of all persons thereon.
- D. To exercise for The Corporation all powers, duties and authority vested in, or delegated to, The Corporation except those reserved to the members.
- E. In the event that any member of the Board of Directors of The Corporation shall be absent from three (3) regularly scheduled meetings of the Board of Directors in any one-year period, the Board may, by action taken at the meeting during which a third absence occurs, declare the office of said absent Director to be vacant.
- F. Any vacancy in the office of a Director shall, if possible, be filled by the unsuccessful candidate of the most recent Directors' election, who, of those willing to fill the vacancy, received the greatest number of votes. If none of said unsuccessful candidates is willing and able to serve, the remaining Directors by affirmative vote of a majority of the Board, shall elect a successor, who shall serve for the unexpired term of the vacant office.

Corporate Policy Manual

Part 2 Board of Directors

2.1.1 Powers and Responsibilities

- A. The Board shall be the governing Board of GVR, establishing policies and monitoring compliance with those policies. The governing Board year begins after the Annual Meeting and ends following the next Annual Meeting.
- B. The Board shall participate in developing, tracking, and maintaining a strategic plan to assist GVR in shaping its future. The Strategic Plan and accompanying annual Work Plan shall help drive a 5-Year Capital Plan for GVR. Towards that end, the following policies are an integral part of the plan:
 - Annual Strategic Plan Review Each year the Board shall review and approve an annual Work Plan consistent with the Strategic Plan.
 - 2. Integration with Programs and Services The Strategic Plan, the annual Work Plan, and the 5-Year Capital Plan shall be provided to Board Committees, and GVR staff to facilitate and assist with, and support action items which pursue the fulfillment of plan objectives.
 - 3. Integration with the Budget Process The objectives contained in the Strategic Plan and the 5-Year Capital Plan shall provide the primary basis upon which annual budget recommendations are made.
 - 4. Progress Updates to the Board The 5-Year Capital Plan shall be a standing element report of Board and Board Committee meetings. Written status papers will be provided to the Board prior to the Board Orientation.
- C. The Board is responsible for governing in a manner that emphasizes strategic leadership rather than administrative detail. It is to be proactive in its decision making and maintain a clear delineation between staff and Board roles. In this spirit, the Board will:
 - 1. Review the responsibilities, powers, and duties of the Board annually at the Orientation after the Annual Meeting.
 - 2. Review and approve an annual budget and ensure proper financial controls are in place.
 - 3. Attend orientations, retreats, trainings, and conferences, etc. for continuing education for the role and responsibility of the position.
 - 4. Appoint a CEO and evaluate the CEO's performance on at least an annual basis. The CEO is the Board's only employee and the CEO is responsible for the staff.
 - 5. Seek CEO recommendations, suggestions, and proposals on matters that come before the Board.
 - 6. Focus on the intended long-term goals of the organization, not on the administrative or programmatic means of attaining these goals. The Board's connection to the operation of the organization is through the CEO, and all operational and departmental questions and issues shall be directed to the CEO.

- 7. Establish policies which address:
 - a. The products/services (needs vs costs vs member benefits)
 - b. Ethical and other boundaries for which the CEO shall be held accountable
 - c. Board roles and responsibilities
 - d. Board/CEO relationship
- 8. Value and honor differences and encourage diversity in viewpoints.
- 9. Adhere to practices of good governance; discipline itself as to attendance and meeting preparation; and support all policies approved by the Board. Individual Directors shall not undermine Board decisions.
- 10. Provide open and effective governance, represent the best interests of The Corporation and membership, and be accountable to the membership by competently, conscientiously and effectively executing its governing obligations.

SECTION 3 - MEETINGS

2.3.1 Board Meetings

- D. Board meetings, excluding Executive Sessions, are open to the general membership and shall be announced in all available GVR electronic and print media.
- E. A Board meeting occurs when a quorum, majority of Directors, convenes to consider or transact business.
- F. The Presiding Officer (President) shall preside at meetings of the Board. The Vice President shall preside at meetings in the absence of the President. In the absence of both the Secretary shall preside.
- G. Types of Board Meetings:
 - 11. Regular Meetings are the voting sessions when the Board takes official action. There must be a quorum of Directors at the meeting for action to take place. If loss of quorum occurs the meeting will recess until a quorum is established or postponed to another date. The Regular Meeting shall be held at least quarterly and generally on the fourth Wednesday of the month unless agreed upon otherwise.
 - 12. Work Sessions are not for taking action, but are for the Board to hear presentations, discuss matters, and listen to pertinent topics. Work Sessions do not require a quorum since official action is not taken. If a Director leaves during the meeting the Work Session may continue. The Work Session shall be held generally on the third Wednesday of the month unless agreed upon otherwise.
 - 13. Special Meetings may be called by the President, Vice President, or at the request of any two (2) Directors, due to special circumstances. Directors will be given two (2)

- days written (email) notification of any Special Meeting, followed by an agenda with the topic(s) once the meeting is set.
- 14. Executive Sessions will be closed to handle legal or personnel issues. Directors shall not disclose the information discussed in an Executive Session, but the Board as a whole may vote to make certain items public.
- 15. A tentative annual meeting schedule shall be approved by the Board at its first Regular Meeting following the Annual Meeting.
- H. Meetings shall be conducted under the latest edition of Robert's Rules of Order, Newly Revised, unless otherwise determined by the Board.
- I. Directors vote to approve the agenda at the Board meeting. The agenda may be amended by a majority vote of Directors present. If during the approval section of the agenda a majority of Directors support removal of any item(s) it will be removed.
- J. A Regular Meeting agenda will include:
 - 16. Consent Agenda items of routine business that generally require no discussion by the Board or independent action. This is presented as one agenda item. Any Director may remove an item from the Consent Agenda and place it under Action Items during the Amend/Approve Agenda item on the agenda.
 - 17. Action Items legal decisions, official positions of GVR, approve policy, and give direction.
 - 18. Committee Reports presented by each Committee Chair.
- K. Board meetings shall not be adjourned until all agenda items have been considered, except by a majority affirmative vote of the Directors in attendance.

2.3.2 Conduct for Board Meeting

- A. The Board will use the following protocol during Board meetings:
 - 1. Directors should be recognized by the President to speak or make motions.
 - 2. Regular Meetings are for decision making, action, and votes. A Director introducing a motion may speak for no more than ten (10) minutes to introduce a topic. Comments from Directors should be for no more than three (3) minutes. The Presiding Officer shall actively facilitate and guide discussions to remain on topic. The Board shall avoid creating side topics and/or asking unexpected questions of staff and each other at meetings.
 - 3. To vote on a subject, a formal motion must be made and seconded. All motions and amendments should be in writing, when possible.
 - 4. Votes will be taken by a show of hands or a roll-call vote. When a question is put forth by the Presiding Officer, every

Director present shall vote for or against the question before the Board unless the Director provides an explanation for abstaining. Upon request of a Director a roll call vote will be taken.

- B. The President may debate, make motions and vote. All officers are Directors and therefore are subject to the same voting requirements described in A.4.
- C. GVR Members shall be permitted to address the Presiding Officer to provide input, subject to the following protocols:
 - 1. Member comments shall be addressed to the Presiding Officer and shall not address the actions of one or more individual Directors.
 - 2. No member may speak until recognized by the Presiding Officer. No member may interrupt another member while he/she is speaking.
 - 3. Members shall act in a courteous and civil manner. Any person making disruptive or threatening remarks or actions during a meeting may be barred by the Presiding Officer from further attendance at that meeting unless permission is granted by a majority vote of the Directors present.
 - 4. A member must identify himself/herself by name and provide his/her GVR number or GVR property address prior to addressing the Presiding Officer.
 - 5. Members are encouraged to provide written comments in addition to verbal remarks.
 - 6. Members may speak to action items being considered at each Regular or Special Meeting after all Directors have had an opportunity to speak to the issue and for no more than two (2) minutes, unless additional time is allotted by the Presiding Officer.
 - 7. Members may speak for no more than two (2) minutes on any GVR-related issue prior to the Consent Agenda and prior to adjournment of each Regular or Special Meeting, unless additional time is allotted by the Presiding Officer. This is an opportunity for members to provide comments but not an opportunity for members to engage in questions and answers with Directors or staff. If members have questions for the Board, they are encouraged to submit their questions in writing, preferably through the Board email at Board@gvrec.org.
 - 8. The Presiding Officer shall determine in his/her sole discretion that a member's conduct violates any rules of proper protocol for receiving member comments at Board meetings, the Presiding Officer may require the member to leave the meeting or move to recess or adjourn the meeting.

SECTION 4 - CODE OF CONDUCT

2.4.1 Board Code of Conduct

- D. The GVR Board commits itself and its members to ethical, effective and businesslike conduct, and to that end, Directors must abide by the following:
 - 9. The Presiding Officer shall preserve decorum, and will determine points of order, subject to the right of any Director to appeal to the Board, and call to order any person who disrupts the orderly conduct of business at meetings including speaking without being recognized, exceeding designated time limits, failure to be germane to the issue being presented or use of vulgarities. The Presiding Officer will enforce order, prevent attacks on personalities or the impugning of Directors' or staffs' motives, and keep those in debate to the question under discussion.
 - 10. Directors must act in the best interests of GVR without self-interest or personal bias for or against any individual or group of individuals.
 - 11. Directors must conduct themselves in a courteous, professional and businesslike manner at meetings and in their personal interactions with each other, GVR Members and staff.
 - 12. Directors may not accept any gifts or personal benefits, present or future, which could compromise, or give the appearance of compromising their independence of judgment. Directors must disclose, in an open meeting, any actual or potential conflicts of interest, including, but not limited to, any personal or professional relationship with a company or individual seeking a business relationship with GVR, and shall not participate in any discussions or votes regarding such matters.
 - 13. Directors must be properly prepared for Board and Committee meetings, having read all relevant background material provided for same.
 - 14. Except as expressly authorized by the Board, Directors shall not attempt to exercise individual authority over GVR matters by doing any of the following:
 - a. Interfering with the duties of GVR staff or contractors or giving direction to any GVR employee or contractor.
 - b. Communicating with the press concerning a GVR matter for or on behalf of GVR, without explicit consent from the Board.
 - c. Directors must not disclose confidential information addressed in an Executive Session or in a communication with legal counsel without the express authorization of the Board.

- d. Directors must be respectful of differing opinions of fellow Directors. Directors are expected to uphold duly-adopted Board decisions despite any personal disagreement therewith.
- 15. Directors are prohibited from engaging in the following conduct which shall be deemed outside of the scope of their duties as Directors for purposes of indemnification:
 - a. Making a verbal or written statement (on social media or otherwise) that is defamatory of any GVR Director, employee, contractor or member; or
 - b. Harassing, threatening or attempting to intimidate a GVR Director, employee, contractor or member.

PART 3: COMMITTEES

SECTION 1 - GENERAL

3.1.1 Committees of The Board of Directors

- E. Standing and Special/Ad Hoc Committee Chairpersons must be Directors. Chairpersons shall be nominated by the President, subject to approval of the Board. Each Committee will have a staff liaison selected by the CEO.
- F. Each Director shall have the opportunity to, and be encouraged to, serve on at least one Committee, and not more than two (2). The Board President is ex officio to all Committees, except for Audit Committee and Nominations & Elections Committee. As soon as possible, Directors shall inform the President of their committee preferences and/or willingness to be a committee chair.
- G. Board standing Committee Chairpersons shall remain active until the appointment of new Committee Chairpersons.
- H. Members are encouraged to apply for committee positions and if possible, serve for multiple years. It is recommended that chairs seek to have at least 1/3 new members each year and limit committee participation to no more than six (6) consecutive years.
- I. The Board will establish the responsibilities of the Committees as an advisory role to the Board for policy recommendations. Committees do not have authority to create policy, contract for services, expend or commit funds, or contact Board-appointed contractors such as, but not limited to, attorneys.
- J. Standing committees are suggested to be a minimum of five (5) members including the Chairperson and one other Director, and a suggested maximum of nine (9) members.
- K. Committee members shall be GVR members in good standing and must submit an application for a Committee appointment. The

President, Chairperson, and CEO will review applications. After review of the applications the Chairperson will select Committee members and inform the Board of the appointments at the April meeting. Staff, as liaisons to the Committees, will be selected by the CEO. Vacancies on the Committee during the year may be filled by the Chairperson after consulting with the President.

- L. Neither a Committee Chairperson, nor a committee may direct staff. Responsibilities of Committee Chairpersons, along with Committee members and staff liaison, are to identify goals in conjunction with the Strategic Plan; provide Committee action plans to the Board for approval; provide, at least, quarterly updates to the Board; and at year-end identify accomplishments of the Committee and continuing tasks for the next year.
- M. The President may establish Special or Ad Hoc Committees comprised of members/assigned members in good standing, Directors and administrative staff as assigned by the CEO.
- N. Committees are not required to follow Robert's Rules of Order.
- O. Meetings shall be set by the Chairperson and shall be conducted as needed, but not less than quarterly.
- P. Directors may attend any Committee meeting, whether open or closed.
- Q. All materials for the Committee meeting will be available online three (3) business days before the meeting except for closed meeting materials. If the deadline for item consideration is not met, the item will be placed on the next scheduled Committee meeting agenda.
- R. Committee meetings will be open to all members, but may be held in closed session, at the discretion of the Committee or Subcommittee.

COMMITTEES

Audit Committee
Board Affairs Committee (BAC)
Fiscal Affairs Committee (FAC)
Investment Committee
Nominations and Elections Committee (N&E)
Planning and Evaluation Committee (P&E)



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.







Shape the Future of GVR

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Green Valley Recreation, Inc.

N&E Committee Meeting

Paper Ballot Process

Prepared By: Nanci Moyo, Admin. Sup. **Meeting Date:** October 9, 2025

Presented By: Beth Dingman, Chair

Originating Committee / Department:

N&E Committee

Action Requested:

Discuss and approve the Paper Ballot process

Strategic Plan:

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

Background Justification:

The N&E Committee discussed the paper ballot process at the September 11, 2025, meeting. These options were suggested: 1) Members call for a paper ballot between February 18 - 22, 2026; 2) Vote-Now will send out the paper ballots as one batch and collect the votes in a self-addressed envelope; 3) GVR print and send out the ballots with the Vote-Now collecting the votes from the self-addressed envelope; and 4) GVR print paper ballots and have available to pick up at Administrative Offices and process in house or send batch of ballots to Vote-Now.

The consensus was to discuss this at this October meeting and finalize the process.

Staff Recommendation:

1) Option 2 Vote-Now handle the whole process

Recommended Motion:

Move to continue with the same practice as in years pass and have Vote-Now handle the whole process for the paper ballots.