



The Recreation Centers of Sun City West, Inc.

Governing Board & Its Committees

Presentation to 2024 Spring TORCH Academy:

Session 1 – February 8, 2024

Presented By: FY2022-24 Governing Board President Tim Hurley

RCSCW – Recreation Centers of Sun City West

Incorporated in 1993, Recreation Centers of Sun City West, Inc. (“Association”) was formed as a nonprofit corporation to function as an association of homeowners. This Association was organized to operate to provide for the acquisition, construction, management, maintenance, and care of Association Property.

RCSCW Governing Board – Composition & Meetings

- **9 directors provides oversight of the Association.**
- **Each Year, members elect 3 Directors to serve a 3 year term.**
- **The GB workshop and general meeting from September to June.**
- **Workshops held in the Lecture Hall on the 2ND Friday monthly at 9:00 a.m.**
- **General Meetings held in the Lecture Hall the fourth Thursday of the month at 9:00 a.m.**
- **All Association Board and Committee meetings conform with AZ Open Meeting Laws (A.R.S. Title 33.1804)**

RCSCW Governing Board – General Powers

General Powers of the Governing Board are listed in Bylaw Article 4.18

- **Duties and responsibilities of the Governing Board are listed in Bylaw Article 4.19**
- **Restrictions on Governing Board powers are enumerated in Bylaw Article 4.20**

Governing Board Committees

- **Committees assist the Board in performing its duties.**
- **Committees recommend policy changes, analyze problems, and review operations to support the Board's oversight responsibilities.**
- **Committees also support the General Manager by providing analysis and recommendations based on their expertise in specific areas.**
- **Committees have no decision-making authority and are limited to presenting options and recommendations to the GB and/or GM.**

Governing Board Committees

- **A Director chairs each Standing Committee.**
- **Chairpersons of Standing Committees are appointed by the President-elect with the advice and consent of the directors for a period of not more than one year from July until June and serve at the pleasure of the Governing Board.**
- **Committee meetings shall be open to Owner Members in the same manner as Governing Board meetings.**

Governing Board Committees

- **The Governing Board has two types of committees: Standing and Special**
- **Standing Committees remain active each year, and are provided for in Governing Board Policy C-02**
- **Standing Committees are:**
 - **Sports Pavilion and Bowling Committee**
 - **Budget & finance Committee**
 - **Chartered Club Committee**
 - **Golf Committee**
 - **Properties Committee**

Governing Board Committees

- The GB has two types of committees: Standing and Special
- Special Committees are authorized for specific tasks and have a defined term of service.
- Currently, there are two Special Committees:
 - TORCH Committee
 - Election Committee

The Budget & Finance (B&F) Committee:

- **Recommends to the GB the GM proposed Annual Financial Plan for the next fiscal year, the Five-Year Financial Forecast, capital equipment and projects by December 1 each year, and the Association's insurance requirements and policies.**
- **Recommends a licensed CPA firm to conduct the annual financial audit for GB approval prior to January 1.**
- **Oversees and reports the performance and balances of invested Association Reserve Funds to the GB on a quarterly basis and recommends Policy changes regarding the investment of Reserve Funds, as necessary.**

The Budget & Finance (B&F) Committee:

- **Reviews and recommends the Annual Audited Financial Statements of the Association for GB approval.**
- **Reviews the Financial Policies and financial plans of the Association and makes recommendations for financial policy changes to the Governing Board, as needed.**

Governing Board Policy C 03.1.2

The Properties Committee:

- **Conducts, with Operations Management, an annual inspection of all Association facilities to determine their material condition.**
- **The committee chair submits the findings, with any recommendations to the General Manager and the Governing Board by December 1, during the initial phase of the General Manager's budget planning process.**

The Properties Committee:

- Meets with the GM and staff to evaluate/recommend to the GB on proposed new construction, major maintenance or renovations and capital budget items related to properties of the RCSCW.
- This includes Association facilities space requirements, if requested by the General Manager and/or the Governing Board.
- Reviews the Properties Policies and makes recommendations for changes to the Governing Board, as needed.

Governing Board Policy C 03.1.5

The Chartered Clubs Committee:

- Liaison between the GB and the Chartered Clubs.
- At the request of the GB or the GM, investigates and recommends regarding CC activities.
- Assesses club adherence to the Chartered Clubs RR&Ps (Rules, Regulations & Procedures), and recommends to the GB and the GM for amending the RR&Ps annually.
- Works in conjunction with the Properties Committee reviewing all requests the GM receives for any changes to club spaces.

The Chartered Clubs Committee:

- Works in conjunction with the Properties Committee reviewing all requests the General Manager receives for any changes to club spaces.
- The Committee Chair recommend to the GM for capital equipment and projects by December 1, each year.
- Reviews the Chartered Club Policies and makes recommendations for changes to the Governing Board, as needed.

Governing Board Policy C 03.1.3

The Golf Committee:

- **Liaison between the GB and the members of the Association, inclusive of all CC, golf groups and recreational golfers.**
- **Reviews/recommends to the GB and the GM overall operations of Environmental Services, Golf Operations and Marketing, including any alterations of golf course designs, golf fees, golf cards or any ancillary golf revenues.**
- **Annually inspects all RCSCW Golf Courses to determine their material condition with management.**

The Golf Committee:

- **The Committee Chairperson submits Recommendations to the GB and the GM for capital equipment or projects by December 1, each year.**
- **Reviews the Golf Policies and makes recommendations for changes to the Governing Board, as needed.**

Governing Board Policy C 03.1.4

The Sports Pavilion & Bowling Committee:

- **Liaison between the GB and the members of the Association, inclusive of bowlers and all other users of the Sports Pavilion.**
- **Reviews/recommends to the GB and the GM overall maintenance and operations of Sports Pavilion and bowling facilities.**
- **Provides recommendations to the GM and GB prior to all potential changes in bowling fees or usage fees in the Sports Pavilion.**

The Sports Pavilion & Bowling Committee:

- **The Committee Chairperson recommend to the GM for capital equipment and projects by December 1, each year.**
- **Reviews the Sports Pavilion and Bowling Policies and makes recommendations for changes to the Governing Board, as needed.**

Governing Board Policy C 03.1.1

The TORCH Committee:

- **Stands for “Tapping Our Resources, Citizens and Heritage”**
- **Aims to build a more informed citizenry by educating, involving and inspiring residents:**
- **Conducts TORCH Academies in the spring and fall for interested residents who are willing to commit their time and energies to the seven-week process to learn more about the community**
- **Offers limited class sizes to provide a hands-on, interactive experience**

The TORCH Committee:

- Features a variety of speakers and site tours
- Allows participants to graduate with a well-versed understanding of the governance of Sun City West, including knowledge about Sun City West's heritage; Golf Operations; Finance; Recreational Opportunities; Library; Bowling; Friends & Services; and future directions.

The Election Committee:

- **The GB President, with the consent of the GB, appoints the Election Committee Chairperson and five owner members.**
- **The Election Committee operates under GB Policy C 02, with latitude within the RCSCW Bylaws and GB Policies.**
- **The Election Committee oversees/administers the election process and supervises the voting.**
- **The GB establishes dates for candidate package pick-up, submission of candidate petitions and resume due dates, the date & times of online voting as well as the in-person voting/election day in March.**

The Election Committee:

- **The Chair establishes dates & formats for candidate training, photo & video communication opportunities and candidate forums as well as the dates & times for Owner-Member online voting registration.**
- **Once organized, the Election Committee operates apart from Governing Board involvement.**

Governing Board Policy C 02

The Association Needs Your Help!

This is Our Community...

- **The Governing Board and all committee members are volunteer positions.**
- **If you would like to get involved, here are some ways --**
 - **Watch the Workshops and General Meetings on YouTube.**
 - **Attend meetings if you can. If you have an opinion, speak up!**
 - **Watch or attend the committee meetings that interest you.**

The Association Needs Your Help! (con'td.)

This is Our Community...

- Consider joining a committee.
- Consider running for the Board.
- **Warning**: Be wary of op-ed pieces in the newspaper or rumors on social media!
- If you have a question or concern, call the Rec Centers to get a straight answer!



Thank you!
Questions are welcome...