

**COMMITTEE ON POLICY AND RULES**  
**THE CLUB AT PRESCOTT LAKES**  
**MINUTES OF MEETING OF MAY 26, 2015 – Falls Room, the Clubhouse**  
**Approved June 4, 2015**

**Call to Order:** Chair Fletcher called the meeting to order at 1:00pm with the following members in attendance: Joe McDermott, Margie Bauer, James Pena, Ned Dolan, Ernie Elliott and Timothy Campbell. Greg Paydock arrived toward the end of the meeting due to a conflict with another meeting.

Chair Fletcher reviewed the agenda for the meeting which included two items under New Business: 1) Membership Policies: Proposal to allow a member on a Leave of Absence to return from the Leave of Absence prior to the end of the prescribed 12-month period and 2) Board of Governors By-laws: Proposal to formalize procedures to elect at-large members of the Board of Governors.

**Old Business:** No items to review or consider on agenda.

**New Business:**

1) **Membership Policies: Proposal to allow a member on a Leave of Absence to return from the Leave of Absence prior to the end of the prescribed 12-month period.** Chair Fletcher reviewed the current policy on Leaves of Absence (Paragraph 10.4 of Membership Policies). The current membership policies do not specify the types of leaves of absence. Several Committee members advised that several Club Members who were on leaves of absence due to medical treatment were ready to re-activate their memberships several months before the end of the 12-month leave period therefore providing additional revenue for the Club and permitting those Club Members to fully partake of Club Facilities and activities. The issue was discussed and the suggestion that the Leave of Absence policy be amended to provide for the following: 1) a specific Medical Leave of Absence; 2) require a doctor's note to trigger the Medical Leave; 3) require a doctor's note to re-activate Club Membership; 4) Medical Leave of Absence to be excepted from the cap of 10 for Leaves of Absence; and 5) a mandatory 12-month review including doctor's note of Medical Leave of Absence for those Club Members who are on Medical Leave for 12 or more months.

The discussion of the policy also resulted in a suggestion to update the sections of the Membership Policies referenced in Section 10-4 to ensure they are appropriately stated.

Chair Fletcher will draft the Medical Leave of Absence proposal, discuss it with Greg Paydock and plan to present the concept to the Board of Governors for discussion at the next meeting.

**2) Board of Governors By-laws: Proposal to formalize procedures to elect at-large members of the Board of Governors.**

Chair Fletcher asked Tim Campbell to review the issue and a draft proposal. Tim Campbell offered that proposal that the nominations and elections process should be more formalized and transparent to Club Members. The By-laws in Section 3 provide for a general timetable and process but there is no specific nomination and elections committee or subcommittee to oversee the processes and to provide greater clarity. Tim reviewed a draft proposal based on some of the PLCA nominations and elections process. During the ensuing discussion, it was pointed out that the current process is for the Chairman of the Board and two other Board members to serve as a nominations committee to review nominations, to work with the General Manager on ballot preparation and to verify and count the ballots. One committee member expressed concern over the requirement to sign ballots and the general availability of ballots that might lead to abuse of the election process. Other members concurred with the concerns. The Committee offered that a procedure of mailing numbered ballots to Club Members with a return envelope (Club Members sign the envelope flap) for submitting the marked ballot might be a way to enhance the credibility of the ballot submission process and avoid having to sign the ballot directly.

After discussion, the Committee agreed with the concept of the Chair of the Board of Governors appointing an at-large Board member to serve as chair of a nominations and elections committee to oversee and implement the nominations and elections processes. The committee chair would then select at least two other Club Members to serve on the committee and work with Club Management encourage and review nominations (nominees must be Members in good standing) and to prepare, verify and count ballots. Tim Campbell will prepare a draft proposal as an amendment to Section 3 of the Board of Governors By-laws.

Next Meeting: The Committee will meet on Thursday, June 4, 2015 at 10:00am at the Club House.

Adjournment: The Committee was adjourned at 2:25pm.

Respectfully submitted

Timothy R. Campbell

**Addendum:**

The Committee met at 10:00am at the Club on June 4, 2015 and approved the minutes. In addition the Committee agreed to table the proposed change in the Leave of Absence policy in light of discussions with the General Manager and approved the proposed Board of Governors By-laws amendment to Article VIII, Section 3 regarding a nominations and elections process (attached).

Respectfully submitted

Timothy R. Campbell