

RECREATION CENTERS OF SUN CITY, INC.

BOARD/MEMBER EXCHANGE

Monday April 9, 2018 at 6:00pm

Lakeview Center - Social Hall #3

AGENDA

- Call to Order President DeLano
- Pledge of Allegiance All
- President Comments President DeLano
- Member Comments
- **Motions: *To be voted on at the April 26, 2018 Board Meeting***
 - #1– BP#12 – Section 29 Chartered Clubs – Club Finances Vice President Schroeder
 - #2– BP#27 – Finance and Budget Committee Treasurer Wilson
 - #3– BP#20 – Sun City Foundation Director Van Ness

Next Meeting Dates

REGULAR BOARD MEETING

Thursday – April 26, 2018

9:00am

Sundial Auditorium

MEMBER EXCHANGE

Monday – May 14, 2018

9:00am

Lakeview Center – Social Hall #3

- Adjourn President DeLano

RECREATION CENTERS OF SUN CITY, INC.

BOARD OF DIRECTORS MOTION/RESOLUTION

Date of Meeting: April 26, 2018	Proposed by: Vice President Schroeder
--	--

I MOVE THAT Section 29 titled *Club Finances* of Board Policy Resolution No. 12 titled Chartered Clubs be approved as amended and replace the previous Section 29 titled the same. All other provisions of Board Policy Resolution No. 12 shall remain unchanged.

Note: Amendments shown as highlights with strikethrough for deletions (~~example~~) and highlights for additions (example).

29. CLUB FINANCES:

All chartered club’s fiscal year shall be from January 1 through December 31. All chartered clubs shall file with the RCSC club office financial reports FORM BP:12-8 for each calendar year on or before January 31 of the following year.

All monies collected must be reported on the club’s financial report. The annual dues for each club shall be stated in its club rules and regulations, along with the payment schedule of how the dues are collected; i.e., annually, semi-annually, or quarterly.

Any club member, assigned auditor or RCSC Board of Director will be given access to all financial records of the club upon written request within ten days of the request.

The RCSC Board of Directors, RCSC Management, Club Organization Committee or any club member may submit a request on FORM BP:12 SEC 29 to the Board Office for ~~the Budget, Finance & Auditing Committee to~~ an audit of the club’s finances. If the audit request is approved, an audit will be scheduled with the club’s Executive Board. A report of the results of such audit shall be submitted to the requestor, the club’s Executive Board, the club office and made a part of the club records.

A Chartered Club Audit/Financial Review is the examination of the club’s financial statements to assure that these statements are free from material errors. If specific financial concerns are detailed in the request, Auditor will examine club financial records regarding these concerns. If the auditor forms the opinion that the club has not kept proper books of account, they will notify the club’s Executive Board. If the club’s Executive Board does not take the necessary steps to correct the situation within thirty (30) days, the auditor will conclude the audit and submit their final report. If the club’s Executive Board does take the necessary steps to correct the situation, the auditor will adjust their final report accordingly.

Approved

Defeated

Postponed

Withdrawn

RECREATION CENTERS OF SUN CITY, INC.

10626 West Thunderbird Blvd.

Sun City AZ 85351

623-561-4600

REQUEST FOR CHARTERED CLUB AUDIT

I request an audit/financial review of the following RCSC Chartered Club:

Are you a member of this club? ____Yes ____No

Please provide the specific reason you are requesting this audit/financial review, to include a detailed statement of any specific concerns you may have. If you are not a member of this club, please provide the source of your information. Your request must be made in good faith and for a proper purpose.

Person requesting a Chartered Club Audit must be a RCSC Cardholder in good standing for at least six months before a request for club financial review will be considered.

Date

Signature

RCSC Cardholder Number

Printed Name

Phone _____ **Email** _____

Approved for review:

BOARD OF DIRECTORS

Date

By: _____

DATE OF AUDIT/FINANCIAL REVIEW: _____

AUDITED BY: _____

SIGNATURE

PRINTED NAME

FORM BP:12 SEC 29

RECREATION CENTERS OF SUN CITY, INC.

BOARD OF DIRECTORS MOTION/RESOLUTION

Date of Meeting: April 26, 2018	Proposed by: Treasurer Wilson
--	--------------------------------------

I MOVE THAT the section titled *Finance & Budget Committee* of Board Policy Resolution No. 27 titled Standing Committees be approved as amended and replace the previous section titled the same. All other provisions of Board Policy Resolution No. 27 shall remain unchanged.

Note: Amendments shown as highlights with strikethrough for deletions (~~example~~) and highlights for additions (example).

Finance & Budget Committee:

The purpose of the Finance & Budget Committee is to review financial statements to determine the financial performance year-to-date of the operation in comparison to budget and the previous year, advise the Board of Directors of any concerns regarding the financial operations and make recommendations to the Board of Directors regarding the annual operating and capital budget. **In addition, the Finance & Budget Committee will recommend approval for club auditors to the Board of Directors.**

Approved

Defeated

Postponed

Withdrawn

RECREATION CENTERS OF SUN CITY, INC.

BOARD OF DIRECTORS MOTION/RESOLUTION

Date of Meeting: April 26, 2018	Proposed by: Director Van Ness
--	---------------------------------------

I MOVE THAT the section 2.a titled *Accounting & Other Services #3* of Board Policy Resolution No. 20 titled Sun City Foundation be approved as amended and replace the previous section 2.a.3 titled the same. All other provisions of Board Policy Resolution No. 20 shall remain unchanged.

Note: Amendments shown as highlights with strikethrough for deletions (~~example~~) and highlights for additions (example).

- 3) Restricted contributions will ~~not~~ be ~~accepted~~ received at the RCSC Board Office and made payable to the Sun City Foundation with a written explanation as to the project that is to be funded or partially funded by the contribution. A copy of the check, written explanation of the project and the bid/quote for the project will be provided to the Sun City Foundation President and Treasurer. The Sun City Foundation will issue a check to RCSC immediately for the total amount of the contribution. Upon completion of the project, RCSC will issue to the Sun City Foundation President and Treasurer invoices that substantiate the completion of the project and that provide documentation that all restricted contributions were used for the project designated.

Approved

Defeated

Postponed

Withdrawn