

# RECREATION CENTERS OF SUN CITY, INC.

## BOARD/MEMBER EXCHANGE

Monday October 8, 2018 at 9:00am

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 October 25, 2018 Board Meeting***
  - #1– BP#2 – Board of Directors, Management & Commissions Secretary Lehrer
  - #2– BP#15 – Project Management and Contracts Vice President Schroeder
  - #3– BP#19 – Press & Media Treasurer Wilson
  - #4– BP#25 – Food & Beverage Director Alleman
  - #5 – BP#26 – Household Pets Director Walczak
  - #6 – Charter Whisperball Club of Sun City Director Van Ness

Next Meeting Dates

#### REGULAR BOARD MEETING

Thursday – October 25, 2018

**6:30pm Fairway Center – Arizona Rooms #1 - #2**

*Social with light refreshments will be from 6:00-6:30pm*

#### MEMBER EXCHANGE

Monday – November 12, 2018

9:00am

Lakeview Center – Social Hall #3

- Adjourn President DeLano

# RECREATION CENTERS OF SUN CITY, INC.

## BOARD OF DIRECTORS MOTION/RESOLUTION

<b>Date of Meeting:</b> October 25, 2018	<b>Proposed by:</b> Secretary Lehrer
--	--------------------------------------

**I MOVE THAT** Board Policy Resolution No. 2, titled Board of Directors, Management & Commissions as amended, be approved in its entirety and replace previous Board Policy Resolution No. 2 titled the same.

---

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

Approved

Defeated

Postponed

Withdrawn

## **BOARD POLICY RESOLUTION NO. 2 (“BP2”)**

### **BOARD OF DIRECTORS, MANAGEMENT & COMMISSIONS**

WHEREAS Article IV, Section 7 of the Corporate Bylaws empowers the Board of Directors (“Board” or “Directors”) of the Recreation Centers of Sun City, Inc. (“RCSC” or “Corporation”) to adopt Policies (“BP” or “Policies”) not in conflict with the Restated Articles of Incorporation (“Articles”) or the Corporate Bylaws (“Bylaws”).

WHEREAS to minimize inconsistencies, misunderstandings and misinterpretations inherent in verbal instructions, rules and regulations, the Board of Directors has established Board Policies in written form. Such Policies shall be titled, numbered and indexed for easy reference and use.

WHEREAS the Restated Articles of Incorporation and the Corporate Bylaws shall take precedence over Board Policies and that the following Board Policy on Board of Directors, Management & Commissions shall provide instruction, direction and guidelines regarding such and shall remain in effect until such time it is amended or removed by the Board.

NOW, THEREFORE BE IT RESOLVED the Corporation shall adhere to the following policies regarding Board of Directors, Management and Commissions:

#### **A. Board of Directors**

1. The Board’s fiduciary duty requires Directors to act in the best interests and for the benefit of the corporation. This duty requires Directors to avoid conflicts of interest and acting out of self-interest; and to act as reasonable people in conducting the affairs of the Corporation.
2. Except for Directors who are also Officers and who are required by the Corporate Bylaws to perform certain operational functions in their official capacities, the Board of Directors' duty and responsibility is to establish policy and to ensure the implementation of that policy by Management.
3. It is the role of the Board to establish objectives and approve budgets for the Corporation. The Board can delegate the implementation of its decisions to the General Manager. The Board can direct and empower the General Manager to take actions on behalf of the Corporation.
4. Directors have no direct supervisory authority over RCSC personnel, excluding the General Manager. Directors shall make any requests for reports, information, repairs, maintenance or any other requests to Management only.
5. Any Director shall have the right to attend, as a guest, all meetings of Committees or Staff. Directors attending a meeting are guests and may not participate during the meeting unless invited to do so by the Committee Chair. In no instance shall a guest Director have the right to vote on any issue before the Committee.

#### **B. Management**

1. Management is responsible for directing, coordinating and overseeing operations, process and personnel of the Recreation Centers of Sun City, Inc.

Management is given the authority by the Board of Directors to make decisions to meet their responsibilities, to include any and all expenditures, so long as such expenditures are maintained within the guidelines of the approved annual budget.

2. Management is responsible for the day-to-day operations of the Corporation and enforcing the Restated Articles of Incorporation, Corporate Bylaws, Board Policies, Cardholders & Guests Code of Conduct, and any Rules and Regulations of the Corporation.

3. Management has the responsibility to recommend policy changes to the Board, but Management has no authority to establish Board Policy.

4. Management has the authority and responsibility to implement policies, procedures, rules and regulations covering day-to-day operations and personnel provided that such are compatible with the Restated Articles of Incorporation, Corporate Bylaws and Board Policies.

5. Management is defined in the Corporate Documents as the General Manager, the Assistant General Manager, ~~the Director of Support & Services~~, the Director of Golf & Grounds, ~~the Director of Member Services~~, ~~the Director of Bowling Operations~~, ~~the Director of Human Resources~~, and ~~the Controller~~. **These positions are also known as Sr. Management.**

#### C. Commissions

1. Commissions may be established by the Board of Directors and be made up of Directors only. The purpose of a Commission is to carry out specific business of the Corporation, with written guidelines, as assigned to that Commission by the Board. The Board of Directors shall empower Commissions to take action on behalf of the Corporation to fulfill such duties as defined in Corporate Bylaws and Board Policies.

BE IT FURTHER RESOLVED that a copy of this resolution shall be posted on the RCSC website for members and shall be made available to members upon request at no cost.

Adopted and signed this 25<sup>th</sup> day of October, 2018 at a duly called Board meeting by a majority (5) of the Recreation Centers of Sun City, Inc. Board of Directors.

ATTEST:

\_\_\_\_\_  
Jerry DeLano, President

\_\_\_\_\_  
Dale Lehrer, Secretary

# RECREATION CENTERS OF SUN CITY, INC.

## BOARD OF DIRECTORS MOTION/RESOLUTION

<b>Date of Meeting:</b> October 25, 2018	<b>Proposed by:</b> Vice President Schroeder
--	--

**I MOVE THAT** Board Policy Resolution No. 15, titled Project Management & Contracts as amended, be approved in its entirety and replace previous Board Policy Resolution No. 15 titled the same.

---

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

Approved

Defeated

Postponed

Withdrawn

## **BOARD POLICY RESOLUTION No. 15 (“BP 15”)**

### **PROJECT MANAGEMENT & CONTRACTS**

WHEREAS Article IV, Section 7 of the Corporate Bylaws empowers the Board of Directors (“Board” or “Directors”) of the Recreation Centers of Sun City, Inc. (“RCSC” or “Corporation”) to adopt Policies (“BP” or “Policies”) not in conflict with the Restated Articles of Incorporation (“Articles”) or the Corporate Bylaws (“Bylaws”).

WHEREAS to minimize inconsistencies, misunderstandings and misinterpretations inherent in verbal instructions, rules and regulations, the Board of Directors has established Board Policies in written form. Such Policies shall be titled, numbered and indexed for easy reference and use.

WHEREAS the Restated Articles of Incorporation and the Corporate Bylaws shall take precedence over Board Policies and that the following Board Policy on Project Management & Contracts shall provide instruction, direction and guidelines regarding such and shall remain in effect until such time it is amended or removed by the Board.

NOW, THEREFORE BE IT RESOLVED the Corporation shall adhere to the following policies regarding Project Management & Contracts:

#### **A. Project Management**

1. Capital and repair & maintenance expenditures of Twenty-Five Thousand Dollars (\$25,000) or more and all Preservation & Improvement Fund expenditures, shall be set up as Projects containing detailed history.
2. Management shall:
  - a. Designate a Project Manager to oversee each Project.
  - b. Submit a bid packet to the Bid Review & Approval Commission for signature(s).
  - c. Submit subsequent bid packets in the event a Project’s cost exceeds the original amount approved by the Bid Review & Approval Commission. Management shall resubmit the Project in a new bid packet containing the original bid documents and all additional change orders and expenses which depleted the Project’s contingency funds. The packet will also include a request and justification for the additional funds necessary to complete the Project and from what source the additional funds are to be drawn.
  - d. Report at least monthly, or as requested, to the Board of Directors, as to the status of all on-going Projects.
3. The Project Manager shall:
  - a. Initiate, monitor and review all purchases within the Project.
  - b. Meet regularly with all Project contractors, architects and engineers at which meeting the parties will review and monitor construction progress, inspect completed work for code compliance and ensure quality craftsmanship. The meetings will also include a review of the construction schedule to ensure timely Project completion.

- c. Meet with Management weekly, or as needed, in order to provide updates pertaining to Project progress, cost increases and changes in scope of work.

B. Contracts

- 1. Any contract obligating the Recreation Centers of Sun City, Inc. for longer than 12 months or a value of one-hundred thousand dollars or more must be reviewed and approved by RCSC legal counsel and signed by a Board Officer ~~the Board of Directors~~. Management shall attempt to use standardized contracts, pre-approved by RCSC legal counsel. ~~If a general contractor is employed and an AIA contract has a value of one hundred thousand dollars (\$100,000) or more, Management will seek approval of RCSC legal counsel of the contract.~~

BE IT FURTHER RESOLVED that a copy of this resolution shall be posted on the RCSC website for members and shall be made available to members upon request at no cost.

Adopted and signed this 25<sup>7</sup>~~th~~ day of ~~March~~ ~~October~~, 2018~~4~~ at a duly called Board meeting by a majority (5) of the Recreation Centers of Sun City, Inc. Board of Directors.

ATTEST:

\_\_\_\_\_  
Jerry DeLano, President

\_\_\_\_\_  
Dale Lehrer, Secretary

**RECREATION CENTERS OF SUN CITY, INC.**

**BOARD OF DIRECTORS MOTION/RESOLUTION**

<b>Date of Meeting:</b> October 25, 2018	<b>Proposed by:</b> Treasurer Wilson
--	--------------------------------------

**I MOVE THAT** Board Policy Resolution No. 19, titled Press & Media as amended, be approved in its entirety and replace previous Board Policy Resolution No. 19 titled the same.

---

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

Approved

Defeated

Postponed

Withdrawn



## **BOARD POLICY RESOLUTION No. 19 (“BP 19”)**

### **PRESS & MEDIA**

WHEREAS Article IV, Section 7 of the Corporate Bylaws empowers the Board of Directors (“Board” or “Directors”) of the Recreation Centers of Sun City, Inc. (“RCSC” or “Corporation”) to adopt Policies (“BP” or “Policies”) not in conflict with the Restated Articles of Incorporation (“Articles”) or the Corporate Bylaws (“Bylaws”).

WHEREAS to minimize inconsistencies, misunderstandings and misinterpretations inherent in verbal instructions, rules and regulations, the Board of Directors has established Board Policies in written form. Such Policies shall be titled, numbered and indexed for easy reference and use.

WHEREAS the Restated Articles of Incorporation and the Corporate Bylaws shall take precedence over Board Policies and that the following Board Policy on Press & Media shall provide instruction, direction and guidelines regarding such and shall remain in effect until such time it is amended or removed by the Board.

NOW, THEREFORE BE IT RESOLVED the Corporation shall adhere to the following policies regarding Press & Media:

To maintain a mutually beneficial relationship between the press and the Recreation Centers of Sun City, Inc., while protecting the interests and privacy of RCSC Cardholders and Employees, RCSC asks members of the press and media to abide by the following policies and procedures:

#### Press Releases and Publicity:

All press releases, general publicity, and press inquiries for RCSC will be handled by the Communications & Marketing Coordinator. Most RCSC press releases will be e-mailed to representatives of the relevant news providers, and the releases will also be posted on the RCSC web site at [www.suncityaz.org](http://www.suncityaz.org) [sunaz.com](http://sunaz.com).

#### Requests for Interviews:

All requests for interviews with members of the RCSC Board of Directors or RCSC Employees should be directed to the Communications & Marketing Coordinator. Please provide ample time (in most cases, at least 24 hours) for the Communications & Marketing Coordinator to arrange the interview or provide the information requested.

#### Standard Operating Procedures for Interviews:

Upon receiving a request for an interview with the media, the Communications & Marketing Coordinator will notify the applicable party of the request and the purpose for the interview. A member of the Management Team will be present for each interview; if unavailable, another Board member will be present. If time is of the essence, Board members, the General Manager or Assistant General Manager may grant an interview without anyone else present, however, the Communications & Marketing Coordinator will be in attendance if at all possible.

Visits to RCSC Property:

The RCSC facilities are private property and are only open to RCSC Employees, Cardholders, and invited guests. All members of the press and media, including reporters and photographers, need to contact the RCSC Communications & Marketing Coordinator and receive approval before visiting an RCSC facility. This policy exists to protect RCSC Employees and preserve the privacy and comfort of Cardholders, who visit the facilities for recreation and leisure.

Exceptions:

Monthly Board of Directors Meetings and Directors-Members Exchanges:

Press and media representatives (reporters and photographers) are welcome to attend these meetings and do not need prior approval. However, press and media representatives will restrict their activities to these meetings unless prior approval has been received from the Communications & Marketing Coordinator.

Invitations from RCSC Chartered Clubs:

If an RCSC Chartered Club invites a press and media representative to interview or photograph Club members, he or she does not need to seek approval from the Communications & Marketing Coordinator. However, press and media representatives are asked to inform the Communications & Marketing Coordinator that they will be on the premises by invitation of a Club.

Scheduled Events:

The press is welcome to attend and cover periodic scheduled events by the RCSC for the benefit of its Cardholders. Questions relating to the event are to be directed to the Communications & Marketing Coordinator or the sponsors of the event.

BE IT FURTHER RESOLVED that a copy of this resolution shall be posted on the RCSC website for members and shall be made available to members upon request at no cost.

Adopted and signed this 25<sup>th</sup> day of ~~March~~ **October**, 2018~~4~~ at a duly called Board meeting by a majority (5) of the Recreation Centers of Sun City, Inc. Board of Directors.

ATTEST:

---

Jerry DeLano, President

---

Dale Lehrer, Secretary

# RECREATION CENTERS OF SUN CITY, INC.

## BOARD OF DIRECTORS MOTION/RESOLUTION

<b>Date of Meeting:</b> October 25, 2018	<b>Proposed by:</b> Director Alleman
--	--------------------------------------

**I MOVE THAT** Board Policy Resolution No. 25, titled Food & Beverage as amended, be approved in its entirety and replace previous Board Policy Resolution No. 25 titled the same.

---

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

Approved

Defeated

Postponed

Withdrawn

## **BOARD POLICY RESOLUTION No. 25 (“BP 25”)**

### **FOOD AND BEVERAGE**

WHEREAS Article IV, Section 7 of the Corporate Bylaws empowers the Board of Directors (“Board” or “Directors”) of the Recreation Centers of Sun City, Inc. (“RCSC” or “Corporation”) to adopt policies not in conflict with the Restated Articles of Incorporation (“Articles”) or the Corporate Bylaws (“Bylaws”).

WHEREAS to minimize inconsistencies, misunderstandings and misinterpretations inherent in verbal instructions, rules and regulations, the Board of Directors has established Board Policies (“BP” or “Policies”) in written form. Such Policies shall be titled, numbered and indexed for easy reference and use.

WHEREAS the Restated Articles of Incorporation (“Articles”) and the Corporate Bylaws (“Bylaws”) shall take precedence over Board Policies and that the following Board Policy regarding Food and Beverage shall provide instruction, direction and guidelines regarding such and shall remain in effect until such time it is amended or removed.

NOW, THEREFORE BE IT RESOLVED the Corporation shall adhere to the following Food and Beverage policy:

All the following rules, regulations and restrictions apply to all food and beverages on or within Recreation Centers of Sun City (RCSC) property and facilities:

Cafes/Restaurants/Snack Shops (hereinafter referred to as “the food and beverage establishment(s)”) for the purposes of this policy are as follows:

Bell Café/Restaurant/Bell Lanes, 16820 N 99<sup>th</sup> Ave, Sun City, Arizona

Lakeview Café/Restaurant/Lakeview Lanes, 10502 W Thunderbird Blvd, Sun City, Arizona

Riverview Snack Shop, 16401 N Del Webb Blvd, Sun City, Arizona

Lakes Snack Shop, 10433 W Talisman Rd, Sun City, Arizona

North Snack Shop, 12650 N 107<sup>th</sup> Ave, Sun City, Arizona

South Snack Shop, 11000 N 103<sup>rd</sup> Ave, Sun City, Arizona

Willow Snack Shop, 10600 N Boswell Blvd, Sun City, Arizona

#### **Outside Food and Beverages:**

Outside food and beverages may not be permitted in the food and beverage establishments or on the contiguous patios or bowling center concourses so long as the food and beverage establishment is open for business.

#### **Recreation Center Kitchens:**

~~Each~~ Recreation center ~~is equipped with a kitchen.~~ These kitchens are not subject to regulation or inspection by Maricopa County Environmental Health Division. Therefore the Recreation Centers of Sun City, Inc. does not guarantee or represent that food and beverages served from them is safe to consume. These kitchens can be used by licensed caterers only to warm or cool food and beverages. These kitchens may not be used ~~by licensed caterers~~ to prepare food and beverages for cooking from a raw state. These kitchens are for use by RCSC Cardholders ~~only~~, and food and beverages served from them shall be available to RCSC Cardholders and their guests and not to the public for consumption.

**Catering:**

Food and beverages may be warmed or cooled in a recreation center kitchen just prior to service by a caterer, but shall not be prepared, originally chilled, initially cooked or heated, or stored there. Only caterers with valid permits and certificates of insurance on file in the Clubs & Activities Office may provide service within RCSC facilities or on RCSC property. Catering is, as defined by Maricopa County Environmental Health Code, a food establishment where a pre-arranged number of meals and/or food and beverage products are prepared at one permitted premise for immediate service and consumption at another pre-arranged off-site location for a temporary event or other occurrence.

**Pot Lucks:**

Food and beverages prepared in a kitchen of a private home or from another unapproved source may be provided within or on RCSC facilities or property provided that such food and beverage is made available only to the RCSC Cardholders and their guests. Pot lucks shall not be open to the public. If such event is held in a location where a sign is not already visible stating that the food being served is not prepared in a kitchen that is subject to regulation and inspection by the Maricopa County Environmental Health Division, a temporary sign must be prepared and posted.

If the club/organization sponsoring the event wishes to accept donations or charge a fee for a pot luck or meal they have prepared, they may be required to secure a permit from the Maricopa County Environmental Health Division.

**Bake Sales:**

The Standard Operating Procedures for bake sales from the Maricopa County Environmental Services Department are to be followed.

**Alcoholic Beverages:**

If the club/organization sponsoring the event/tournament wishes to accept donations or charge a fee for any alcoholic beverages, they must secure a Special Events License from the Arizona Department of Liquor or an organization with the license to sale alcoholic beverages.

BE IT FURTHER RESOLVED that a copy of this resolution shall be posted on the RCSC website for members and shall be made available to members upon request at no cost.

Adopted and signed this 25th day of ~~June~~ **October**, 201~~8~~**5** at a duly called Board meeting by a majority (5) of the Recreation Centers of Sun City, Inc. Board of Directors.

ATTEST:

\_\_\_\_\_  
Jerry DeLano, Board President

\_\_\_\_\_  
Dale Lehrer, Secretary

# RECREATION CENTERS OF SUN CITY, INC.

## BOARD OF DIRECTORS MOTION/RESOLUTION

<b>Date of Meeting:</b> October 25, 2018	<b>Proposed by:</b> Director Walczak
--	--------------------------------------

**I MOVE THAT** Board Policy Resolution No. 26, titled Household Pets as amended, be approved in its entirety and replace previous Board Policy Resolution No. 26 titled the same.

---

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

Approved

Defeated

Postponed

Withdrawn

# BOARD POLICY RESOLUTION BP No. 26 (“BP 26”)

## HOUSEHOLD PETS

WHEREAS Article IV, Section 7 of the Corporate Bylaws empowers the Board of Directors (“Board” or “Directors”) of the Recreation Centers of Sun City, Inc. (“RCSC” or “Corporation”) to adopt Policies (“BP” or “Policies”) not in conflict with the Restated Articles of Incorporation (“Articles”) or the Corporate Bylaws (“Bylaws”).

WHEREAS to minimize inconsistencies, misunderstandings and misinterpretations inherent in verbal instructions, rules and regulations, the Board of Directors has established Board Policies in written form. Such Policies shall be titled, numbered and indexed for easy reference and use.

WHEREAS the Restated Articles of Incorporation and the Corporate Bylaws shall take precedence over Board Policies and that the following Board Policy on Household Pets shall provide instruction, direction and guidelines regarding such and shall remain in effect until such time it is amended or removed by the Board.

NOW, THEREFORE BE IT RESOLVED the Corporation shall adhere to the following policies regarding Household Pets:

Pets are not allowed on RCSC property or in RCSC facilities, including but not limited to all recreation centers, golf courses, parking lots, bowling centers, and club rooms, except in the following cases:

1. Dog Parks Owned and Operated by RCSC;
2. Best Friends Dog Club; and
3. **Dogs Trained as Service Animals** ~~Dogs Trained To Assist The Handicapped.~~

Under the above named three exceptions, owners of dogs must follow the Maricopa County Board of Supervisors Animal Control Ordinance and any and all rules and regulations established by the RCSC. Dogs must be licensed, and must wear dog tags at all time while on RCSC property. Whenever an animal injures any person or causes any damage to any property, the incident shall be reported to the Maricopa County Enforcement Agent immediately by the person(s) having direct knowledge of the incident and said person(s) shall complete an RCSC incident report and submit it to the Corporate Office.

### DOG PARKS OWNED AND OPERATED BY RCSC:

Please refer to the Dog Parks section in Board Policy Resolution No. 10 titled Code of Conduct and RCSC Rules and Regulations.

### BEST FRIENDS DOG CLUB

The Best Friends Dog Club members may bring their dogs for training, classes and events in the fenced area designated for such. Dogs are to remain confined to this area. Dog owners must abide by the following rules.

1. All dogs must be licensed and wear a dog tag at all times.
2. Dogs must be on a leash not to exceed six feet in length and directly under the owner’s control when brought to the RCSC facilities.
3. Dogs actively engaged must be under the control of the owner or trainer. The owner or trainer must have in their possession a dog leash of not more than six feet in length and be of sufficient strength to control said dog.

4. Injury to any person or damage to any property by a dog shall be the full responsibility of the dog owner or person or persons responsible for the dog when the injury or damage occurs.
5. Whenever an animal injures any person or causes any damage to any property, the incident shall be reported to the Maricopa County Enforcement Agent immediately by any person(s) having direct knowledge of the incident and said person(s) shall complete an RCSC incident report and submit it to the Corporate Office.

#### DOGS TRAINED **AS SERVICE ANIMALS** ~~TO ASSIST THE HANDICAPPED~~

Dogs trained **as service animals** ~~to assist the handicapped~~ are allowed on RCSC property ~~when they are performing for their owners the services for which they have been trained; seeing-eye, hearing-ear, etc.~~ A service animal is a dog that is individually trained to do work or perform tasks for a person with a disability. Examples of such work or tasks include guiding people who are blind, alerting people who are deaf, pulling a wheelchair, alerting and protecting a person who is having a seizure, reminding a person with mental illness to take prescribed medications, calming a person with Post Traumatic Stress Disorder (PTSD) during an anxiety attack, or performing other duties. Service animals are working animals, not pets. The work or task a dog has been trained to provide must be directly related to the person's disability. Dogs whose sole function is to provide comfort or emotional support do not qualify as service animals (often referred to as "emotional support animals" or "therapy animals").

The **Service animals** ~~dogs also~~ must meet the requirements of the Maricopa County Animal Control Ordinance and the following ~~will be required~~:

1. ~~Dog~~ Must be licensed and wear a dog tag at all times.
2. ~~Dog must be on a leash not to exceed six feet in length and be directly under the owner's control.~~ **Must be harnessed, leashed, or tethered, unless these devices interfere with the service animal's work or the individual's disability prevents using these devices. In that case, the individual must maintain control of the animal through voice, signal, or other effective controls.**
3. **A person with a disability may be asked to remove his/her service animal from the premises if: (1) the dog is out of control and the handler does not take effective action to control it or (2) the dog is not housebroken.**
4. Injury to any person or damage to any property by a dog shall be the full responsibility of the dog owner or person or persons responsible for the dog when the injury or damage occurs.
5. Whenever an animal injures any person or causes any damage to any property, the incident shall be reported to the Maricopa County Enforcement Agent immediately by any person(s) having direct knowledge of the incident and said person(s) shall complete an RCSC incident report and submit it to the Corporate Office.



BE IT FURTHER RESOLVED that a copy of this resolution shall be posted on the RCSC website for members and shall be made available to members upon request at no cost.

Adopted and signed this 25<sup>7</sup><sup>th</sup> day of ~~March~~ **October**, 2018~~4~~ at a duly called Board meeting by a majority (5) of the Recreation Centers of Sun City, Inc. Board of Directors.

ATTEST:

---

Jerry DeLano, President

---

Dale Lehrer, Secretary

**RECREATION CENTERS OF SUN CITY, INC.**

**BOARD OF DIRECTORS MOTION/RESOLUTION**

<b>Date of Meeting:</b> October 25, 2018	<b>Proposed by:</b> Director Van Ness
--	---------------------------------------

At the forming club member's request, **I MOVE THAT** a charter be granted to the Whisperball Club of Sun City.

Approved     Defeated     Postponed     Withdrawn