

**MINUTES**  
**TAHOE DONNER ASSOCIATION**  
**BOARD OF DIRECTORS REGULAR MEETING**  
**March 21, 2009**  
**9:00 A.M.**

A regularly scheduled meeting of the Board of Directors of Tahoe Donner Association was held at the Northwoods Clubhouse Meeting Room, Tahoe Donner, Truckee, California on Saturday, March 21, 2009. President Ron Wulff called the meeting to order at 9:00 a.m. The following Board and staff members were present:

Directors present: Ron Wulff, John Dundas, Suzan Knisley, Pat Ghiglieri & Dick Halpin

Staff present: Mike Salmon, Director of Finance & Accounting  
and Interim General Manager  
Annie Rosenfeld, Human Resources/Risk Manager  
Miguel Sloane, Amenities Manager  
Dave Drinks, Administration Manager  
Michael David, Capital Projects Analyst  
Bonnie Watkins, Executive Assistant & Recording Secretary

**A. APPROVAL OF MINUTES**

The Board received the preliminary minutes of the January 24 and February 21, 2009 regular meetings for consideration. Dick Halpin stated that he would like to discuss the January 24<sup>th</sup> minutes in Executive Session today, due to the fact that they are incomplete. He indicated that the item he wished to discuss had to do with a personnel matter. He stated that the intention is to make certain that Tahoe Donner records are complete, and the Board will report out on the results of the meeting at either the end of today's meeting or at the April 18, 2009 meeting.

Following discussion, John Dundas made a motion and Suzan Knisley seconded to accept the February 21, 2009 regular meeting minutes as amended. Motion passed 5-0

**MEMBER AND DIRECTOR COMMENTS**

Judy Gelwicks, President of the Tahoe Donner Green Club, stated that at the club's last meeting discussion took place regarding the proposed new maintenance facility and the need for this structure, as well as any new facilities built in Tahoe Donner, to be energy efficient. As such, she continued, the club is recommending the Board take energy efficiency into consideration when building this and all new facilities in Tahoe Donner. Ms. Gelwicks pointed out that, according to the Annual Budget Report in the *TD News*, the Association spent \$820,000 on utilities in 2008. She said with energy and water prices certain to increase in the coming years, it is

imperative that the Association take advantage of designs that enhance energy efficiency which will reduce operating expenses for the long-term. With the nation facing an energy crisis and governments encouraging “green” energy resources and sustainable building practices, Ms. Gelwicks said the club is recommending that the Board and management strongly consider including “green” or “LEED” building specifications when designing the maintenance facility and all other structures.

A member expressed her concern about the use of the Trout Creek Recreation Center’s adult spa and pool by children, as well as the temperature of the hot tubs. Ron Wulff indicated she should speak with Amenities Manager Miguel Sloane about the new laws regarding pools and spas at homeowner associations. Mr. Sloane explained that California’s application of these laws has identified the practice of having “adult only” pools or spas at homeowner associations as illegal discrimination. As a result, management made revisions to the policies in place at Trout Creek to insure that the Association was not in violation. He indicated that, if the member wished, he would be happy to talk with her further about these policies following the meeting.

Pat Ghiglieri stated that “The Lodge Task Force” met on March 20, and passed out to the Board and audience the new spring menu at The Lodge. She also distributed the newest menu for Pizza on the Hill and explained there are now three kinds of crusts including a thick crust, which she purchased last night and said it was wonderful. She encouraged everyone to partake in both of our restaurants.

Suzan Knisley stated she did a thorough reading of all the manager reports and wanted to compliment senior staff on doing a fabulous job. She also thanked Mike Salmon and said she can see his influence especially throughout all of the reports.

John Dundas pointed out that he was happy to see so many homeowners attending the meeting.

Ron Wulff commented that there is a full service solar and wind powered company based out in Russell Valley, and he thinks the Association should look into this for future construction projects as well as retrofitting of other buildings. He explained he has some business cards for this company and distributed them to staff. Mr. Wulff said there are also tax benefits in connection with utilizing solar power. Judy Gelwicks noted that Miguel Sloane had Solar Windworks come out and do an assessment of two of the Association’s buildings and that a report would be forthcoming. Suzan Knisley inquired if passive solar was taken into account for the maintenance building, and Michael David responded yes. Several members in attendance commented on their concerns about the appearance of windmills and solar panels.

### **DISCUSSION: SWAGGIT**

Administration Manager Dave Drinks explained that the Board, at the recommendation of the Communication Committee, directed the Communications Staff to investigate the use of “SWAGGIT” as a means of broadcasting Board meetings to the membership. He explained that “SWAGGIT” is a software package that would allow Staff to video record Board meetings which could then be hosted remotely, and members could view them on their home computer.

Mr. Drinks stated this is a fantastic program utilized by many organizations to broadcast meetings; however, the initial cost would be \$70,000 with additional expenses for the annual support and, therefore, the costs associated with the program appear to make it a non-option for the Association.

A discussion ensued regarding the pros and cons of videotaping Board meetings and the possibility of a conflict existing between maintaining hard copies of official minutes of meetings and as well as the video. The Board indicated that utilizing "SWAGGIT" as a means of broadcasting Board meetings to the membership is too expensive. Dave Drinks explained there is a company out of Reno that is offering "SWAGGIT" at a lower price and he could obtain a bid for Board consideration.

Mr. Drinks proposed another alternative at a fraction of the cost which might work for the Association. He suggested that a Board member be videotaped for a maximum of ten minutes on the Monday immediately following the Board meeting highlighting the actions taken at the meeting, similar to the newly created "Board Brief" in the *TD News*. The recording could be placed on You-Tube for membership review, and the You-tube link could then be included in the Instant News that is sent out every Monday. Mr. Drinks noted that this method is inexpensive and, in his opinion, an effective way to communicate with membership.

Following further discussion, the Board directed Staff to obtain a bid from the Reno company on purchasing their "SWAGGIT" software. Additionally, the Board directed Staff inquire of the Association's legal counsel what, if any, liabilities are associated with providing video recordings of Board meetings to the membership. The "You-Tube" was placed on the April 18, 2009 Board meeting agenda for further discussion.

### **PRESENTATION: AUDITOR'S REPORT – FISCAL YEAR 2008**

Bobbie Hales of Gilbert Associates, Inc. distributed a copy of her firm's "Independent Auditor's Report" regarding the financial statements of Tahoe Donner Association as of December 31, 2008 and 2007, and the related statements of revenue, expenses and changes in members' equity and cash flows for the years then ended.

Ms. Hales stated that, as a part of the audit process this year, the auditors met with the Finance Committee and presented the results of the financial audit in detail. She stated that management and staff were prepared, available and cooperative, which was beneficial in performing the audit. She noted that the year-end close was solid and that their field work was efficient, due to the fact that Tahoe Donner's books were in order. Ms. Hales added that it was not necessary to issue a management letter citing control deficiencies.

Following the presentation, the Board, by unanimous consent, accepted the 2008 audit as presented.

## **B. COMMITTEE REPORTS**

**Architectural Standards (ASC)** – The Board was provided with the ASC’s February 18, 2009 meeting minutes for review. Ron Wulff commented that, due to the short length of the report, there is evidence of a real construction “slow down” going on in the Association. Dick Halpin explained that an epistle has been received from an attorney regarding a matter that has been ongoing on for several years, and since the ASC was thoroughly involved and spent a great deal of time trying to reach a resolution he believed that he, as Board liaison, and another director should meet with this Committee and give them an update on this matter.

**Communications** – No report, the Board concurred that this matter was addressed in the SWAGGIT discussion.

**Covenants** – The Board was provided with the February 2009 violations report for review.

**Finance** – The Board was provided with the committee’s March 18, 2009 report for review.

**General Plan (GPC)** – The Board was provided with this committee’s March 2, 2009 report and 2007 General Plan priorities for review. Ron Wulff suggested that when a project is finished or there is a recommendation to delete it, please remove it from the priority list. In addition, Mr. Wulff explained that in connection with Ad Hoc Roads, some issues are under the control of the Town of Truckee and not the committee but that it is moving forward where it can with parking issues and utilization of TSSA-1 tax funds. He made an announcement for anyone interested in serving on the Ad Hoc Roads Committee to please get in touch with him. John Dundas added that a lot of work went in to preparing the chart and suggested that a special meeting be held in July after the new Board is elected to get up to speed with the GPC. John Stubbs addressed the Board and explained that the status report for the various priorities requested by the Board at the January meeting has been prepared and presented to the Board, and that a number of those priorities have been completed. In connection with the request for funding options requested at the February meeting, Mr. Stubbs reported that staff is working on that report and will have it ready for discussion at the GPC’s April 6<sup>th</sup> meeting. Dick Halpin noted that he would like to get the general plan items narrowed down to #1, #2 and #3 and asked when that could be accomplished. Miguel Sloane concurred with John Dundas and suggested a special workshop be held annually after the new Board is elected. Discussion then ensued regarding specific recommendations in the 2007 priority report and whether a meeting should be held before the director’s election in June, and it was agreed by consensus to hold a special meeting between the next GPC and Board meetings for the purpose of reviewing and assigning priorities to the items listed in the general plan.

**Employee Retention/Recruitment (ERRC)** – The Board was provided with the committee’s March 13, 2009 report for review. Chair Peter Greenberger reported that the committee intended to distribute a simple survey to employees about benefits and perks to determine what they value and appreciate the most. Mr. Greenberger also inquired if the Board would consider a reciprocal arrangement with other ski resorts, such as Sugar Bowl or Alpine Meadows. Dick Halpin

explained that the Association currently has a reciprocal arrangement with North Star. He noted that a few years ago Tahoe Donner also had an arrangement with Sugar Bowl; however, due to the fact that Sugar Bowl employees were using the Association's private amenities, this arrangement was terminated.

**Ad Hoc Roads** – No Report

**C. DISCUSSION: CHARTERED CLUB DISCOUNT POLICY**

The Board was provided with a draft Chartered Club Discount Policy for review. Mike Salmon explained that this policy was drafted so everyone would be clear on what discount is given to the chartered clubs in an attempt to balance the need to improve the operating loss of The Lodge while at the same time accommodating the chartered clubs for menu affordability. He stressed that, in the big picture, the discount and price charged is not as financially material as the ability of a chartered club to reserve and book an event at a low dollar price; however, the main financial concern is whether to reserve a prime summer weekend for a club event at \$15 a head versus booking a wedding at \$35 a head. Mr. Salmon emphasized that, although The Lodge is a public facility, it is primarily a property owner restaurant.

Bob Heath, president of the Men's Golf Club, addressed the Board and stated they hold 14 tournaments during the season, and for that reason their club should get some type of quantity discount.

Mike Peters explained some of the negotiations that occurred last year and the communication amongst the various clubs about the deals they received. He explained that the goal of establishing a discount policy is to offer the best and fairest plan possible to everyone involved and eliminate some of the gray areas that currently exist. John Dundas emphasized that all chartered clubs need to be treated the same, which has not been the case in the past.

John Stewart, president of the Senior Alpine Ski Club, addressed the Board and stated that he thinks this policy is a step in the right direction. He explained that his club brings business to the downhill ski area that it would not normally get during the week, and that his club also has an upcoming banquet which will bring 80 people to The Lodge. He added that there is a "give and take" relationship between the clubs and The Lodge, which benefits the community.

Discussion ensued regarding the various menus and event packages that are available, whether the discounts should also be extended to property owners for private events, as well as how to track the discounts on the books. Mike Peters pointed out that homeowners receive a 20% site fee discount. Pat Ghiglieri asked that the policy be expanded to set out specific holiday black-out dates, as well as clarify the weekday discount. Mike Salmon stated that the revised discount policy would be on next month's agenda as a consent calendar item.

Dick Halpin then made a motion and Suzan Knisley seconded to approve the discount policy for chartered clubs and Association members, as modified, on banquets and events held at The Lodge. Motion passed 5-0

**Break**  
(11:05 a.m.)

The regular meeting reconvened at 11:15 a.m.

**D. CONSENT CALENDAR**

The Board was provided with the following items for consideration:

- C1.0 Employee Salary Savings Plan Documentation
- C2.0 Trout Creek Aquatics Product Pricing Approval (2009 rates)
- C3.0 Disc Golf – Funded From Development Fund (not to exceed \$29,250 from the restricted 32-acre proceeds)
- C4.0 Reserve Replacement List
- C5.0 Golf Cart Lease (4 year term)
- C6.0 Golf Course Call Box (not to exceed \$6,000)

Dick Halpin pulled the Reserve Replacement List and Pat Ghiglieri pulled the Golf Cart Lease for discussion.

Director Ghiglieri made a motion and Director Halpin seconded to approve consent calendar items C1, C2, C3 and C6 as presented. Motion passed 5-0

Dick Halpin and Suzan Knisley questioned Michael David about a couple of items on the reserve replacement list. Pat Ghiglieri and John Dundas asked for clarification on the golf course lease term. A member also inquired about the rate between the two contracts in light of the current economic conditions, and Mike Salmon confirmed that the Association negotiated the best deal. Following these discussions, Director Halpin made a motion and Director Dundas seconded to approve consent calendar items C4 and C5 as presented. Motion passed 5-0

**E. INCENTIVE PLAN**

The Board was provided with a memorandum from Annie Rosenfeld, Human Resources/Risk Manager, regarding the Association's Incentive Performance Plan for 2009. Ms. Rosenfeld presented an overview of what has been done in the past and the proposed changes, after which she asked the Board for their input and direction.

Ron Wulff began by saying that he has no problem with an incentive plan; however, he does have concerns about the increasing percentage scale between hourly employees and senior managers. Mike Salmon pointed out that this tiered structure is very common in the industry, and explained that hourly employees are non-exempt and receive overtime compensation which is not the case for the other three categories. In addition, he stated that managers have more responsibility.

Suzan Knisley inquired about the highest percentage the Association has paid out in the past for bonuses. Ms. Rosenfeld responded by saying 5% for non-contracted individuals. Ms. Knisley added that she has concerns about the inequity of bonuses for the lower paid employees compared to the higher paid managers, as well as the timing of the three payout periods in light of our seasonal calendar.

Dick Halpin stated that requiring managers to sit down with staff on a regular basis is part of their job and should not be done only in conjunction with an incentive program. He added that he is in favor of bonuses for seasonal employees, but not seasonal bonuses for everyone since the Association operates on a fiscal year. In addition, Mr. Halpin said he believes bonuses should only be paid for service over and above an employee's normal job.

Discussion ensued regarding budgeted amounts and funding for the incentive pool, quantifiable versus subjective performance measurements, incentive periods and payout schedule, the proposed "scorecard", and the timing of adopting a new incentive plan and hiring a new general manager. Mike Salmon explained that it is important to have an incentive plan to motivate behavior, and he believes the proposed plan is a step in the right direction to aggressively monitor and reward performance. He concluded by saying that Staff would like to shift from a Christmas expected bonus to a performance and driving behaviors incentive program.

Following lengthy discussion, the Board concurred that the incentive plan proposal needs more work. Dick Halpin indicated he would be willing to form a group to work on this plan, and it was agreed that the following individuals would also be involved: Suzan Knisley, Mike Salmon, Annie Rosenfeld, and Dutch Van Wey from the Finance Committee.

### **EXECUTIVE SESSION AND LUNCH**

The meeting adjourned to Executive Session at 12:10 p.m.

The regular meeting reconvened at 1:05 p.m.

### **H. PRESENTATION: MAINTENANCE FACILITY PROJECT**

The Board was provided with a written update of the proposed Maintenance Facility Project prepared by Capital Projects Analyst, Michael David. Mr. David also gave an overview of what has transpired, the research he has done on this project, and provided a power point presentation of the options currently being considered. He then reviewed the construction time-line for a combined facility, which is the proposal he is recommending since it takes care of all three departments and cleans up the site. Mr. David pointed out that his cost estimate for constructing a combined facility is just over \$4 million, with a total square footage of 11,135. He then fielded questions from the Board and members of the GPC.

Discussion ensued regarding snow storage, upgrade requirements, cost components, and funding alternatives.

Ron Wulff explained that, although he is not against this project, he is concerned about costs and will question every step of the process based on what happened during past construction of The Lodge. Annie Rosenfeld pointed out that the Association needs to get design documents in order to obtain true bids on the project, which requires the Board to make a decision on what type of facility they want to build. She reminded the Board that building a fine dining restaurant is different from building a maintenance facility.

Patty Schifferle, co-chair of the GPC, urged the Board to make a decision today and move forward so another building season is not lost. She noted that Staff, the GPC, and the Board have spent a considerable amount of time on this and added that everyone has learned from past construction projects. Ms. Schifferle concluded by saying a lower price can probably be obtained at this time in light of the current economy.

Dick Halpin expressed his concern about proceeding on a construction project without having a person on staff possessing that expertise and background, and for that reason he is not supporting this project.

Michael David stated he wants to proceed with the design of a building using Collaborative Design Studio. After further discussion, John Dundas made a motion and Suzan Knisley seconded to authorize the expenditure of Development Funds designated for building replacement in an amount not-to-exceed \$300,000 to obtain detailed construction drawings for a combined three department maintenance facility building. Motion passed 3-2 (Directors Wulff and Halpin No)

**Break**  
(2:30 p.m.)

The regular meeting reconvened at 2:35 p.m.

## **J. DISCUSSION: LAKE TAHOE MUSIC FESTIVAL**

Mike Salmon said he wanted to update the Board on this event and stated that he met with the executive director of the Lake Tahoe Music Festival last Thursday. At that meeting, he and Lisa Krueger began contract negotiations and discussed all the logistical matters. He confirmed that the date for this year's Concert on the Green is Thursday, July 30, so promotion of this event can begin in all the appropriate marketing channels.

Mr. Salmon reviewed some of the key notes from the meeting. He stated that Tahoe Donner is now considered a full corporate sponsor, which wasn't fully capitalized on in the past; that the Association will have a full page ad in the program, which is distributed at every event during the summer season; and that the Association's logo will be displayed in all LTMF advertising. Mr. Salmon pointed out that the Association will receive 90 complimentary tickets, and he wanted everyone to understand that this amount is restricted due to their 501C-3 charitable organization status and contracts with the various artists. Mr. Salmon also explained that the manner in which tickets are sold will change from previous years. Rather than have Membership

Services be an avenue for selling tickets, it is in the best interest of the Association for LTMF to sell their tickets online or over the phone, or direct them to the LTMF office location here in town. Mr. Salmon concluded by thanking Bonnie Watkins for all of her work on this matter.

Discussion ensued on who should receive complimentary tickets. Suzan Knisley stated that the most deserving of the tickets are the committee member volunteers, and she suggested that they should receive two tickets. Following further discussion, John Dundas volunteered to work with Bonnie Watkins on developing a proposed distribution list to bring back to the Board for consideration.

### **AMENITIES MANAGER'S REPORT**

Miguel Sloane reported the following:

***Downhill Ski:*** Usage totals for March through yesterday were nearly 6,000 skiers, which is 800 down from last March to date; however, since last year set a record with over 12,000 skiers for any March we are still on pace for 10,000 skiers which will be a great month. Year to date, we are 3% off of a record-setting year, compared to 22% off according to the regional report for most other resorts. Preliminary revenue year to date is \$17,000 better than last year. There are three more events scheduled at the ski hill, the banana split on March 28, the family race challenge on March 29, and the "Easter Eggstravaganza" on April 12 which is the closing day.

***Cross Country:*** Year to date, skier counts are down by approximately 150 skiers; however slightly lower revenue doesn't factor in season pass sales which are up from last year, so we should end up better or close to last year's numbers. The additional parking has worked out well, and the final event is the Tour de Euer scheduled for March 29.

The Board was provided with documentation regarding an incident that occurred earlier this month between a property owner and an employee at the cross country center. Dick Halpin explained that he had talked to Cross Country Manager JoJo Toepfner and the employee involved, and it appears that both individuals handled the matter properly; however, the bottom line is there is a property owner who is not paying his share and also mistreating an employee. Mr. Halpin suggested that the Board send this person a notice stating they are contemplating taking action against him. He added that it is time for membership to not only understand their obligation to treat our employees fairly and with respect, but to also pay their fair share when it comes to fees. Ron Wulff said he is agreeable to sending a notice asking this person to appear in front of the Board at their next meeting, pending suspension of his membership rights, and that he will also address this matter in his next President's Message article in *TD News*. Discussion then ensued about how to handle this situation and by whom, after which the Board agreed that Mike Salmon is the appropriate person. Miguel Sloane stated that he is encouraged by the Board's reaction to this matter since it shows a sign of support for Staff; however, in his personal opinion, there are other individuals who have access to our amenities that have gone over the line even more than this person. Mr. Sloane said he will make sure that Staff is aware that the Board will stand behind them and have their support.

## **EXECUTIVE SESSION**

The meeting adjourned to Executive Session at 3:05 p.m. for a conference call and reconvened to open session at 4:25 p.m.

## **CONTINUATION OF AMENITIES MANAGER'S REPORT**

Miguel Sloane additionally reported the following:

***Trout Creek:*** Usage is up 28% compared to the previous year to date, with guest use up 34%. Discussion ensued regarding to what this increase might be attributable, and Mike Salmon responded that these figures correspond with our downhill and cross country increases.

***Snowplay:*** Unfortunately it couldn't open this past weekend but hopefully will open tomorrow. There were 2,250 fewer sledders than last year but \$3,500 more or an 8% increase in revenue, which is directly related to our increased price structure for four year olds.

***Day Camps & Swim Lessons:*** Online registration will occur again this year using RTP's "One Store" application, so we now have the ability to ensure that when a member product is purchased a member is attached to that product. This means that children, even those under seven years old, must be connected to the property. In addition, camp products are restricted by age so only the appropriate age child can be registered. Discussion ensued regarding the Association's Amenity Access Policy, which states that members receive four photo ID cards allowing access to the amenities and member discounts on products, but also states that children ages four through six shall not be counted as part of the four ID cards per property and will receive a card free of charge. The Board agreed to put the pass policy on next month's agenda for further discussion and clarification, and in the meantime a different profile will be created in RTP for young children connecting them to the property so they can purchase the member products.

***Vehicle Maintenance:*** There has been a reporting structure change effective last Monday. The vehicle maintenance manager now reports to the Amenities Manager instead of the Human Resources Manager. This should result in more efficient communications concerning servicing of equipment for the amenities, particularly involving incidents with machinery out in the field, and also eliminates a potential conflict of interest that might exist with a department manager reporting to the H/R Manager.

***The Lodge:*** An additional goal has been included in this month's Manager's Reports to cross-promote The Lodge. There has been success in changing everyone's mindset by identifying a couple of events where the Association's restaurants can be promoted.

A brief discussion then ensued regarding proposed changes at the Downhill Ski Area and the downsizing of the retail shop.

## **F. DIRECTOR OF FINANCE REPORT**

Director of Finance & Accounting, Mike Salmon, provided the Board with a summary draft of the Association's preliminary financials through February 2009. A complete set of financials are attached to and made a part of these minutes.

Mr. Salmon reviewed some of the highlights with the Board. He pointed out that the Association as a whole is off to a great start for the year and, fortunately, has not yet been dramatically impacted by the current economic conditions; however, he stated that The Lodge did have a tough month revenue-wise while volume is up.

Pat Ghiglieri inquired about requests from members asking to have their assessment delinquency fee waived. Mike Salmon responded that this matter will be addressed at next month's Board meeting since statements were just mailed out.

Mike Salmon then fielded questions about the February Finance Report from the Board.

## **GENERAL MANAGER'S REPORT**

Interim General Manager Mike Salmon reported that we are moving ahead with the remodel of Pizza on the Hill and that the menu has been adjusted again to address some of the product issues. He said a customer comment box should be installed there shortly, and that one has already been put up at The Lodge.

Mr. Salmon explained that he did not prepare a written General Manager's Report this month due to the audit process. The Board acknowledged that they appreciate the weekly e-mail updates, which are more timely and informative.

Dick Halpin inquired about The Lodge Task Force. Mike Salmon reported that they met yesterday and provided the Board with a written status update for their review. He said a new menu will be coming out this evening reflecting seasonal changes in product availability; there will be some type of promotion included in the election materials as well as a thank-you to season pass holders; and that the Task Force has been working on the pine cone logo. The St. Patrick's Day event was a great success, and there will be a tasting next Friday for key constituents related to the golf course summer menu. Lastly, Mr. Salmon talked about the Red Carpet Treatment which he explained is a great "grass roots" effort that will introduce new people to The Lodge, and distributed cards to the Board members.

Mr. Salmon reminded everyone that the Association's annual report to the membership, which includes the auditor's report, will be coming out in the May issue of *TD News*. He explained that this article will be written with the Treasurer and reviewed by the Finance Committee.

Mr. Salmon confirmed that the One Store registration mentioned by Miguel Sloane and getting ready for the summer season is a huge project. He also recommended that Miguel Sloane's title be changed from Amenities Manager to Director of Operations.

Lastly, Mr. Salmon stated that he is working to revamp and improve the procurement process to ensure that the Association is utilizing the Purchasing Department as efficiently as possible and that pre-approval controls are in place.

### **DIRECTOR QUESTIONS**

Suzan Knisley commented that she hopes the Communications Department will balance the news articles with advertising dollars; she thought the last issue was overwhelming with ads. In addition, she would prefer to see articles fit on one page instead of having them spread out over several pages.

Ms. Knisley also said she would like to see Al Salas' manager report contain a list of things needing attention that the Maintenance Department notices as they drive around the Association.

Ron Wulff inquired about the plywood put up at Trout Creek this winter to cover the windows and how this is inconsistent with what the ASO requires of homeowners.

Pat Ghiglieri inquired about the letter sent to the Board of Directors regarding trampolines on private properties. After brief discussion, Ron Wulff asked the Board to send him their thoughts and he would respond to the letter.

Ms. Ghiglieri also asked that policy statement 91-4 regarding contact between Board members and Association staff be placed on the April agenda.

### **EXECUTIVE SESSION REPORT**

Pat Ghiglieri reported that at the February 21, 2009 meeting, the Board went into Executive Session to discuss some personnel issues. The Board made no decisions at that time. She stated that the Board re-convened on February 24, 2009 to discuss the search for a new General Manager with Wilcox, Miller and Nelson. Ms. Ghiglieri reported that the Board met today in Executive Session and had a discussion regarding the January 24, 2009 Board meeting minutes, at which time they reviewed the Executive Session report for the December meeting and made a correction to them and then approved the January 24, 2009 Board meeting minutes as amended.

**ADJOURNMENT**

John Dundas made a motion and Dick Halpin seconded to adjourn the meeting at 5:30 p.m.  
Motion passed 5-0

Submitted by:

\_\_\_\_\_  
Bonnie Watkins, Recording Secretary

**SECRETARY'S CERTIFICATE**

I, Pat Ghiglieri, Secretary of Tahoe Donner Association, do hereby certify that the foregoing is a true and correct copy of the minutes of the Tahoe Donner Association Board of Directors meeting held on March 21, 2009 as approved by the Board members in attendance and constituting a quorum at a duly convened subsequent meeting of the Board.

\_\_\_\_\_  
Pat Ghiglieri, Secretary

\_\_\_\_\_  
Date