



## **FINANCE COMMITTEE MEETING REPORT: March 9, 2016, NWCH**

### **ATTENDANCE:**

Members present: King, Eyton-Lloyd, Hunter, Leibow, McShannic,  
Members absent: Ravano, Dundas, Disbrow, Johns  
Staff Present: Salmon, Director of Finance; Etnyre, GM  
TD Board member: Bonzon, Stang  
GPC Liaison: Walker  
TD Member: None  
Outside Auditor: Hales

### **AGENDA ITEMS:**

A. Call to order; 3:32pm, quorum present

B. 3/9/16 Agenda and 2/11/16 minutes approved 5-0 (Hunter 1<sup>st</sup>, Eyton-Lloyd 2<sup>nd</sup>).

**C. Review of Audited Financial Statements** - Bobbie Hales, Shareholder, Gilbert and Associates, Inc., reviewed the draft of the 2015 audit report. The result of the audit is that there were no disagreements with Management regarding classifications of items, no transactional issues, no difficulty in working with our team or getting information, and no adjustments needed or omissions noted. Another clean audit. Mike Salmon and his accounting group should be complemented for a job well done.

Salmon said that the draft of the Annual Report will be ready for review by next week and will be distributed to FC members. It will be discussed at next month's FC meeting.

**D. February 2016 Preliminary Financials:** Salmon reported that February was another record month. Total monthly revenues were \$1,818,000 which is \$866,000 higher than budget and \$1,536,000 higher than last year. As a result, February Net Operating Results of \$273,000 were \$619,000 higher than budget and \$854,000 higher than last year. Once again, the three snow amenities had a very profitable

month. In total, they were \$571,000 ahead of budget and \$862,000 higher than last year.

YTD results for the first two months of the year are outstanding. Net Operating Results of \$268,000 are \$1,130,000 and \$1,256,000 ahead of Budget and last year, respectively. In addition, costs at all levels are being held close to or under budget.

Members Equity balance at February 29th is approximately \$2,302,000.

Early March results look to be ahead of budget.

**E. Strategic Plan Goals and the new Capital Projects review process** – Etnyre provided a copy of the Tahoe Donner Strategic Plan document which was approved by the Board in February 2015. There are four major goals, which include 19 sub-goals. We discussed two of the sub-goals. In addition, Etnyre and Walker discussed the new adopted review process for new Capital Projects.

**F. Delinquent Accounts Policy Discussion** – Salmon gave a brief narrative of how the Delinquent Accounts process works and some information on how many property/home owners are seriously delinquent, (It is a very small number.); when liens are filed; how late payment fines and interest charges work, etc. Etnyre stated that the current policies have been in place for a number of years and that the plan is to review these, with legal guidance, this year.

**G. Agenda Items for Next Meeting**

- Discussion of Incentive Program
- Capital Funds projection update
- Review of Annual Report

**NEXT MEETING DATE:** April 14th, 2016, 3:00pm, NWCH

**ADJOURNMENT:** 4:44 pm; (Hunter 1<sup>st</sup>; Leibow 2<sup>nd</sup>) Approved 5-0

Prepared and Submitted by: Art King, FC Chair

# **GPC MEETING**

## **TAHOE DONNER ASSOCIATION**

### **March 7, 2016**

**Location:** NWCH Mezzanine  
**Date:** Monday 3/7/2016  
**Time:** 3:00pm – 4:20pm

**Attendees:**

Tahoe Donner Association: Robb Etnyre – General Manager  
Forrest Huisman – Director of Capital Projects  
Miguel Sloane – Director of Operations

Board: None

GPC Committee: Dwight Walker, GPC Chair  
Michael Sullivan, Vice-Chair  
John Stubbs  
John McGregor  
Bruce Barton  
Michael Fajans  
Nan Meek  
George Rohrback  
Michael Bledsoe  
Doug Sherman, Conference Call  
Nichelle Lyons, Conference Call

Guests: Rod Whitten  
Susan Terrell

**Meeting Notes:**

**Member Input**

None

**Capital Projects / Forecast Update – Forrest Huisman**

- Equestrian – Forrest recapped the original budget approved by the Board 3 years ago was \$500,000. A steering committee was established that detailed all the items needed and a project scope was created. This Project Scope and permitting was approved by the Board. Contractors were then able to look at the project. Phase 1 costs totaled \$262,000. The balance currently is \$238,000. The balance of the scope was released for bid and due to the high pricing that came back, the scope of work has been broken into Phase 2 and Phase 3. A Decision Paper will be presented to the Board for additional funding for Phase 2; Paddock Excavation and Grubbing and Utility Trenching with 7 pedestals (reduced from 12) which will require an additional \$50,000. Phase 3 will need to be added into the list of funnel items for the GPC to review.
- Forrest displayed an updated Capital Funds Projection and explained that the projects listed are the only ones budgeted by the Board. All other projects that were on the GPC list in December now go back into the new Capital Projects process.

- The question was asked about the additional \$173,000 for Alder Creek Adventure Center. Forrest explained that we had about \$300,000 unspent dollars. \$238,000 was liquidated damages, and about \$100,000 savings not spent in contingency items. Some of those funds need to be spent in 2016 for future fine tunings of the operations of the building to mitigate items that have not worked well; the storage shed around the refuse bins is not quite large enough, storage for snow blowers and other unknown items. The committee would like to be informed of what projects would be associated with the additional \$173,000.

### **Finance Committee Liaison February Update – Dwight Walker**

- There is a \$1 million surplus in member's equity. The Finance committee is looking at how that money can be set aside for 2016. No decision is expected to be made until the 2017 budget process. The GPC has requested some of the funds.
- Golf pricing for 2016 was discussed and the topic of parking being an issue for high demand amenities. Mike Salmon said that dynamic pricing may be considered in the strategic plan discussion.

### **List of Potential Capital Projects – Forrest Huisman (Data Dump)**

The committee reviewed the Combined Ideas for future Capital Improvements (List of Potential Capital Projects). The next step is for Robb and senior team to review and decide, in conjunction with the Board Liaison and GPC Chair what moves forward. If a project is scrubbed there is an appeal process built in with both the Board and GPC. The current design is that potential projects will be accumulated for a quarter. At the beginning of the next quarter the decision will be made as to which projects will move forward.

### **Amenity Master Plan Task Force – Michael Sullivan**

The task is to develop a template for the amenity master plan that we can adopt later on. A task force was created to look at the process of developing an amenity master plan. The members of the Task force will be Bruce Barton (Chair), Michael Sullivan, Michael Bledsoe, George Rohrback, Robb Etnyre, Forrest Huisman, Miguel Sloane.

### **Communication Plan Task Force – Michael Sullivan**

The task is to develop a template for the communication to all stakeholders, including but not limited to: members, committees, and agencies, keeping them informed and for transparency. A task force was created to look at the process of developing a communication plan. The members of the Task force will be Nan Meeks (Chair), John Stubbs, Dwight Walker, Brinn Talbot, Forrest Huisman.

### **2016 GPC Task List for Board Approval – (Draft attached)**

The committee reviewed the 2016 Task List which was revised in light of the new Charter approved at the February 27, 2016 Board meeting. The General Plan has now been identified as the rolling five-year CFP and amenity master plans and the overview which has already been established in the charter. This list of 10 items is the list to be presented to the board as the GPC Tasks for the year. The Committee passed the list unanimously.

No new business.

Next Agenda Items.

- Quarterly GM update on Capital Project Requests
- Quarterly DCP update of CFP for GPC review – then board and members
- Quarterly Dir of Finance review of DF and RRF activity and balances
- Quarterly Dir of Operations report on amenity usage analytics
- Amenity Master Plan template committee report
- Membership Communication template committee report

Projected next meeting – Monday April 4, 2016 at 3:00 p.m.

Adjourned at 4:20 p.m.

Recorded & submitted by Lee Ann Gray

# VISION

Tahoe Donner is a vibrant and desirable mountain community, providing attractive and well-maintained facilities, events, programs, and leading customer service to its members, guests, and public, all while maintaining accessible and healthy natural surroundings.

# BACKGROUND

Tahoe Donner is a recreational homeowner community of 6,500 property owners and over 25,000 members located within Truckee, California, five miles from Donner Lake, and 15 miles from Lake Tahoe. The association operates several recreational facilities and programs including a downhill and cross country ski area, two restaurants, a championship golf course, equestrian center, and campground. These amenities are available for members and public access. Additionally, the Association manages other amenities for the exclusive use of the property owners and their guests, including tennis courts, hiking trails, playgrounds, pools, a beach club marina on Donner Lake, and a fitness center. Tahoe Donner is comprised of approximately 7,000 acres, with over 4,000 acres of common area, trails and open space interspersed among the community homes.

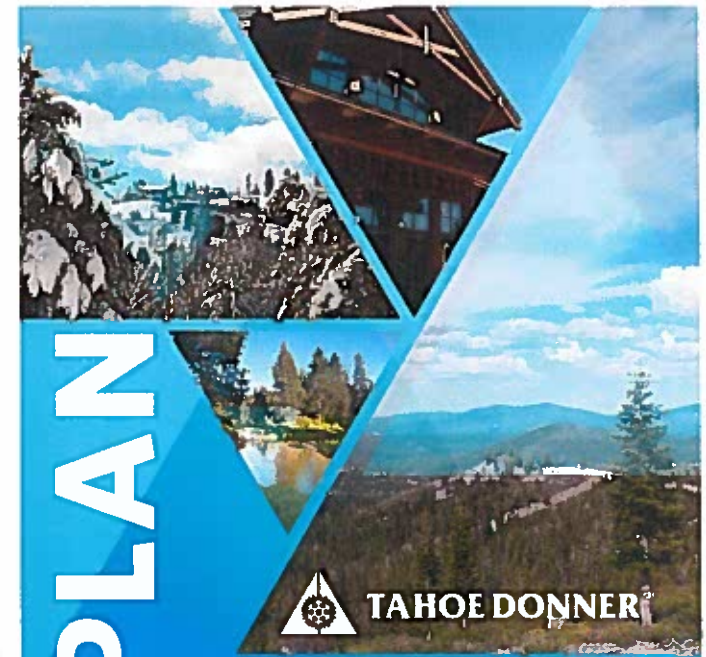
# VALUES

- Organizational Effectiveness
- Collaboration
- Fiscal Accountability
- Professionalism
- Continuous Improvement
- Responsibility
- Resource Conservation
- Stability
- Community Participation
- Respect

# GUIDING PRINCIPLES

As our organization moves forward in pursuit of our strategic goals, we shall align ourselves daily with these principles. They are cornerstones which support our direction and philosophy, and provide a basis for everything we do. Every goal in this plan is founded on the following principles:

- Support the customer first and always.
- Sustain the foundation of Tahoe Donner programs and services.
- Encourage environmental stewardship.
- Engage in local community involvement and participation.
- Minimize annual operating assessment by allowing homeowners to pay for the amenities they desire to use.
- Responsibly maintain, preserve and enhance the common property.



# STRATEGIC PLAN

Tahoe Donner is a recreational-oriented mountain residential community, whose mutual benefit association of 6,500 owners provides for the standards, regular operation and long term maintenance of programs, facilities and open space. Through continuous improvement, customer service, and fiscal accountability, the association maintains leading standards of natural resource stewardship, facilities, programs and services to benefit the owners/members. Organizational effectiveness and innovation within the association is sustained by maintaining a highly professional board of directors, staff, and homeowner committee volunteers, while also engaging the local community in an effective and collaborative relationship.

Board Approved 3/27/2015



# 2015-2020 TAHOE DONNER ASSOCIATION GOALS

## **1. Execute the board-approved Capital Plan on time and within budget.**

### **1.1. Development Fund**

- 1.1.1. Implement the 2030 General Plan
- 1.1.2. Work with the General Plan Committee to draft the 2035 General Plan

### **1.2. Replacement Reserve Fund**

- 1.2.1. Execute a replacement reserve program in concert with the reserve study
- 1.2.2. Ensure the Reserve Fund is adequately funded.

### **1.3. New Machinery and Equipment Fund**

- 1.3.1. Ensure adequate funding supports Goal #2.

## **2. Balance operating revenue and expenses with the need to provide first class services for members, member guests, and where appropriate, the public.**

- 2.1.** Maintain an equitable relationship between operating revenue and assessed revenue while not sacrificing membership service level expectations.
- 2.2.** Establish outstanding year-round association programs and special events to benefit the membership.
- 2.3.** Employ and retain knowledgeable and dedicated full-time and seasonal employees who are willing to serve member needs.
- 2.4.** Continue to improve information technology services to support and integrate resort and member operations.
- 2.5.** Ensure employee and customer health and safety are first and foremost in our planning and operations, while encouraging individual responsibility, given the inherent assumption of risk in resort activities.

## **3. Execute effective approaches to maintaining the association's architectural, covenants, and communication standards.**

- 3.1.** Execute the long-term architectural standards homeowner inspection program as approved by the board of directors.
- 3.2.** Continue to improve the communication vehicles to the membership with regard to resort activities, while also emphasizing our unique large scale common interest development budgetary model.
- 3.3.** Update the association's governing documents to align with the California Corporation's Code and current Davis-Stirling Act.

## **4. Establish a proactive approach to maintaining the health of our natural resources and defensible space.**

- 4.1.** Implement the ten-year forest management plan.
- 4.2.** Continue to emphasize and execute the eight year homeowner lot defensible space inspection program.
- 4.3.** Promote efficiencies in energy and water use for greater self-reliance and energy independence while properly maintaining our amenities.
- 4.4.** Develop an association-wide recycling program for amenities.
- 4.5.** Continue to develop a land management plan in cooperation with the board-established Land Management Working Group.
- 4.6.** Implement the Trails Master Plan as approved by the board of directors.

# CORE COMPETENCIES

## **Customer Service**

- Amenities
- Association Events and Programs

## **Sustainment and Maintenance**

- Infrastructure
- Equipment
- Natural Resources

## **Workforce Management**

- Full-time
- Seasonal

## **Association Community Standards**

- Architectural
- Covenants

**FEEDBACK:** We will be requesting feedback through Instant News in due time.

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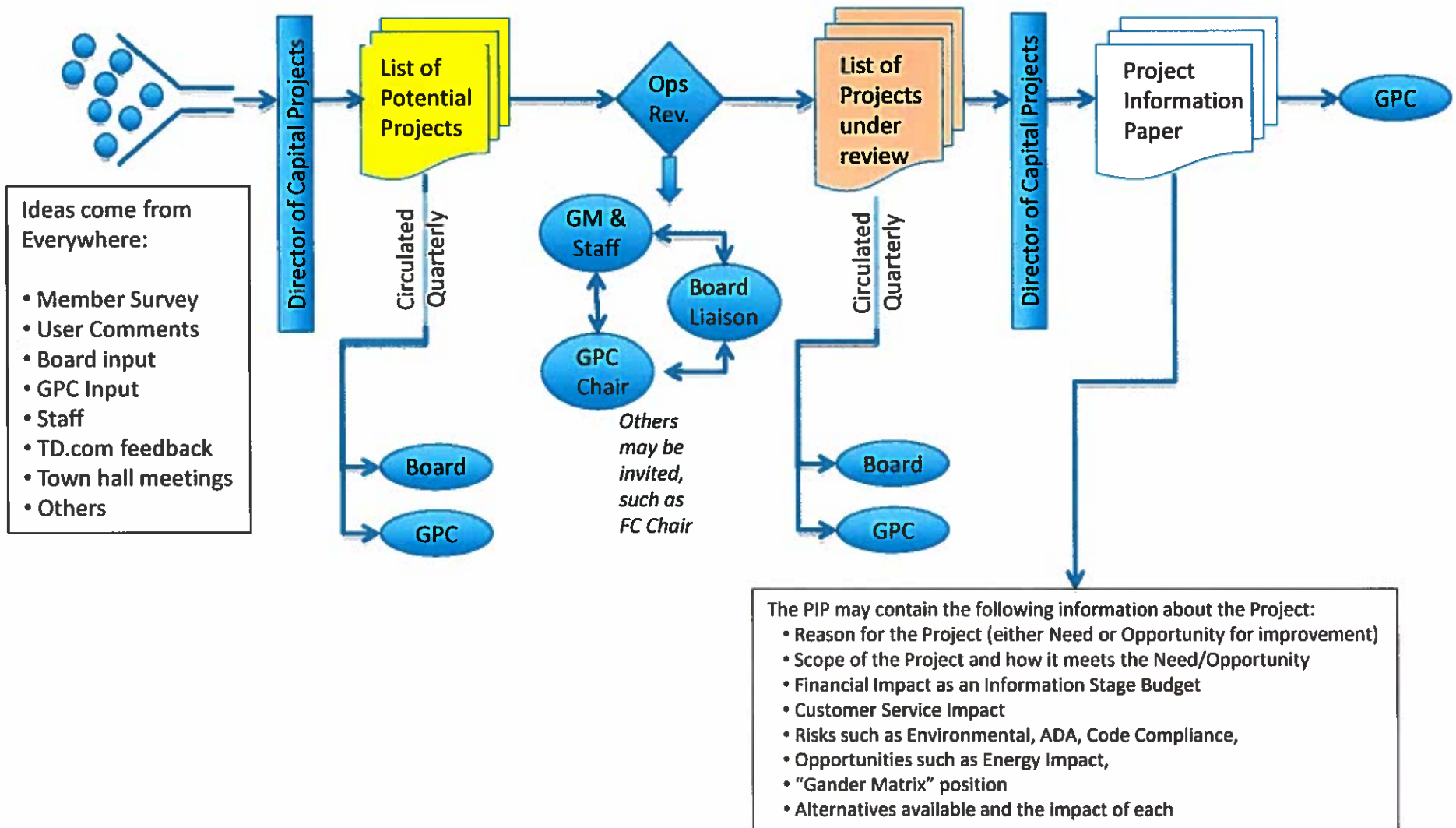
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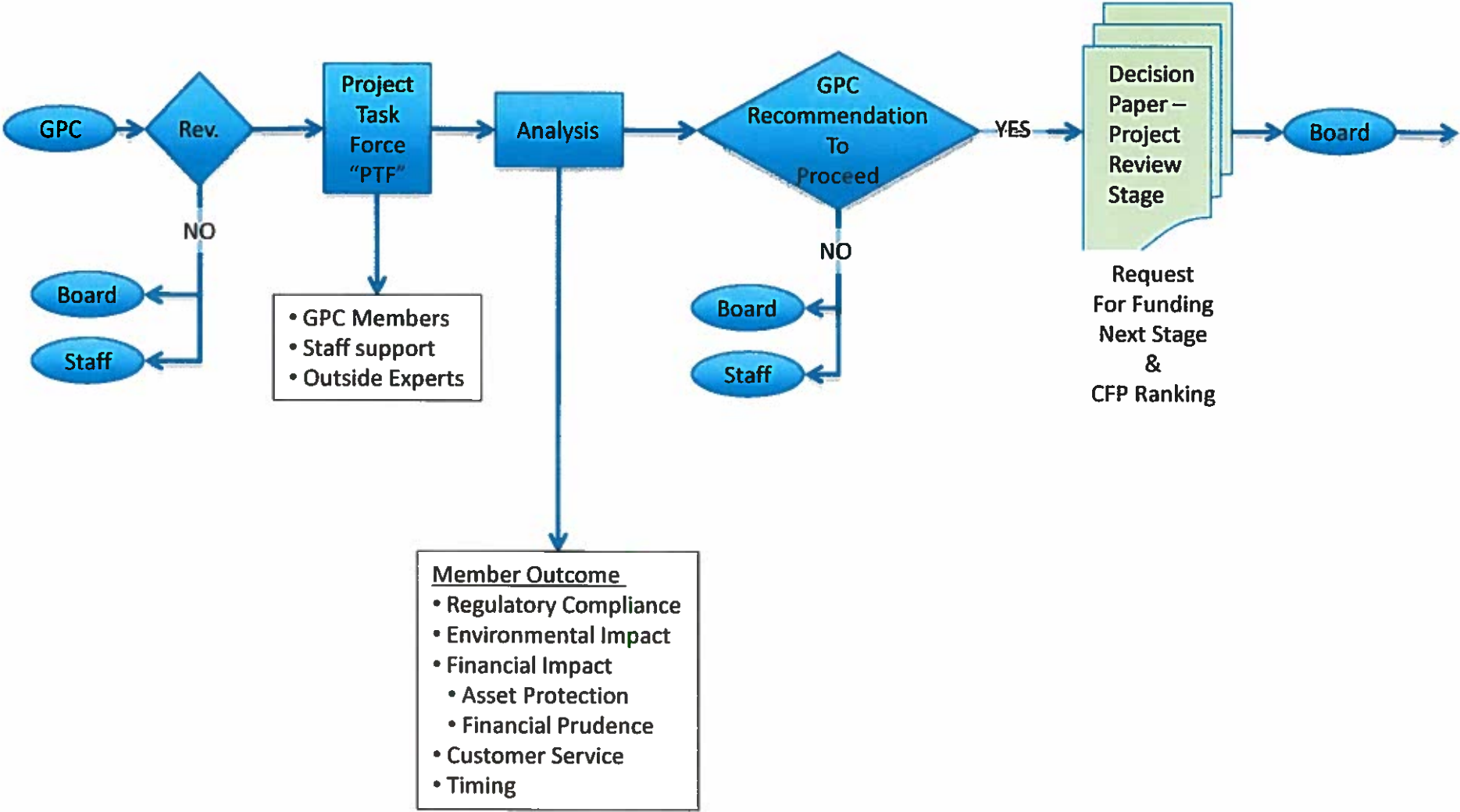


# New Capital Projects Idea Generation & Ops Review Stage

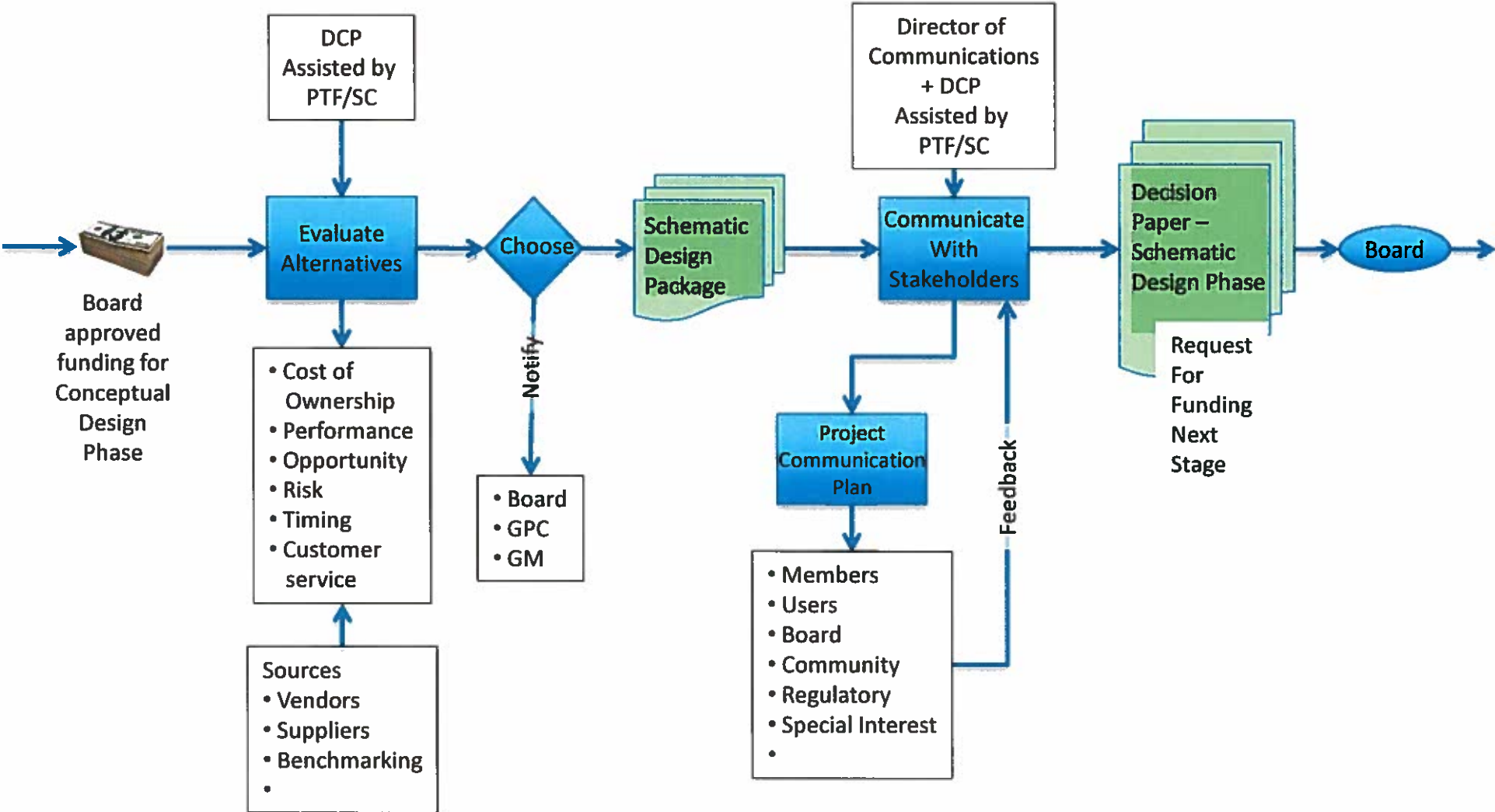




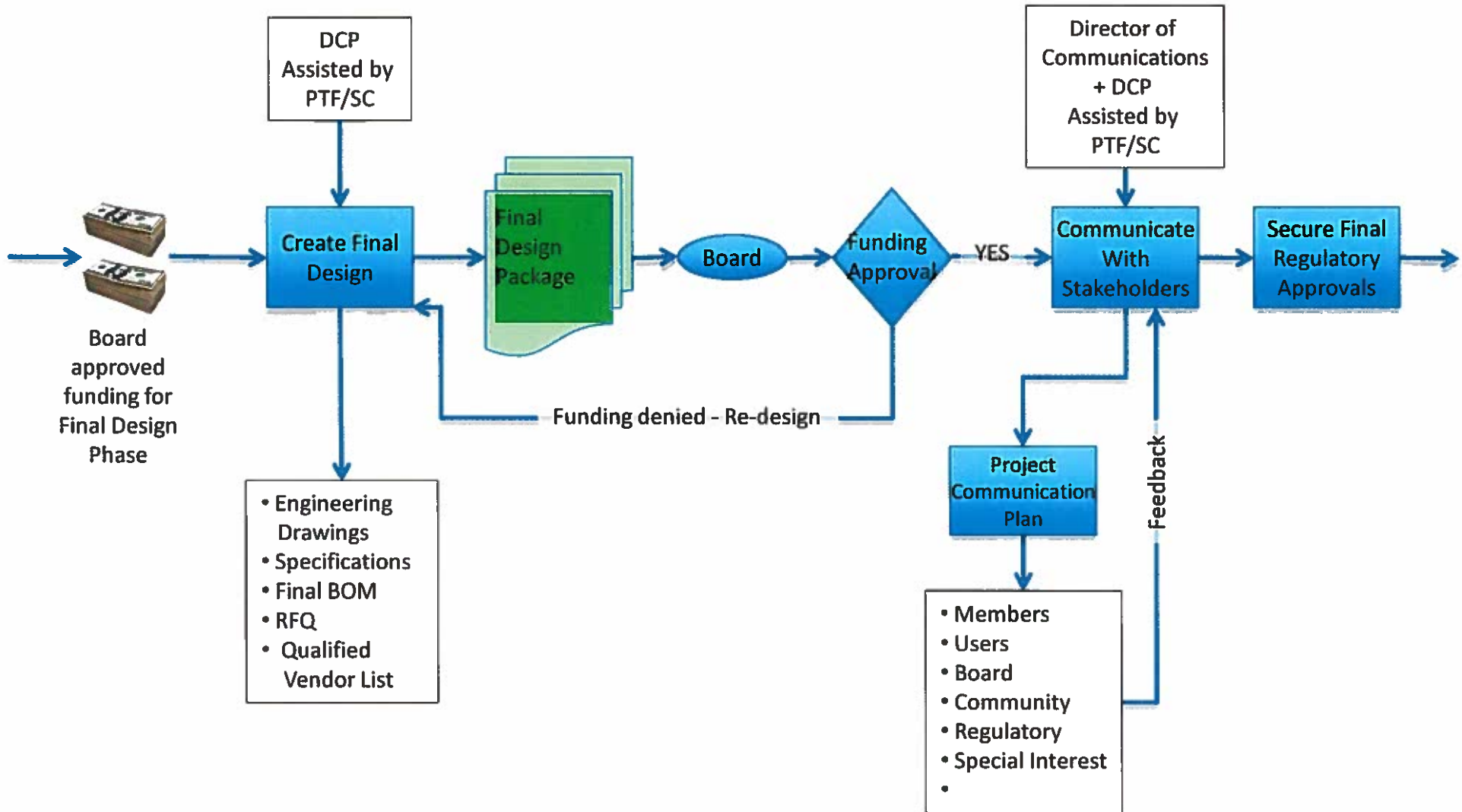
# New Capital Project Review Stage



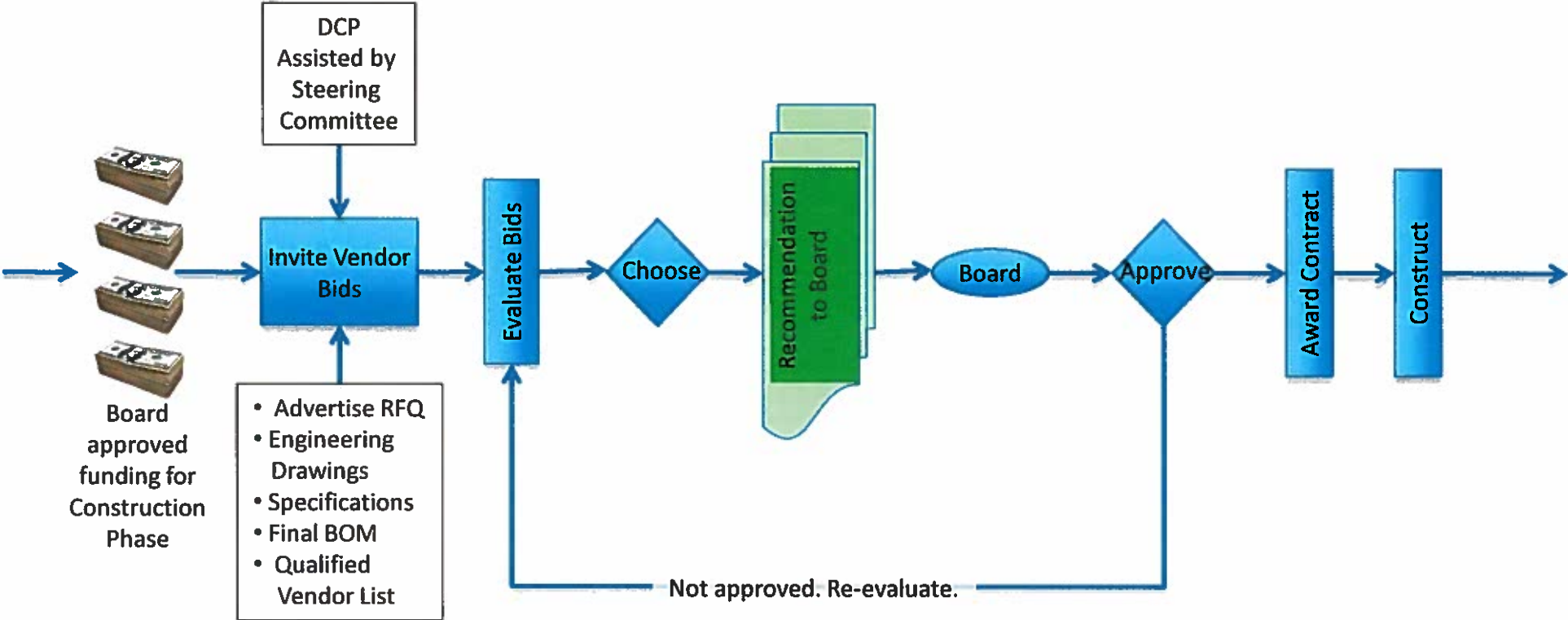
# New Capital Projects Schematic Design Stage



# New Capital Projects Final Design Stage



# New Capital Projects Construction Stage



# New Capital Projects Post-Project Review

Board  
Commissions  
Post-Project  
Review



# Election Committee Meeting Minutes

3/1/2016

3:00pm

## In Attendance:

**Election Committee:** Bette Rohrback, Chair  
Barbara Walker – Conference Call

**Tahoe Donner:** Brinn Talbot, Director of Marketing & Communications Dept.  
Gretchen Sproehle, Manager of Marketing & Communications Dept.  
Lee Ann Gray, Executive Assistant

Brinn reported that the Gretchen has posted the Voting and Election Rules that were approved at the February 27<sup>th</sup> Board meeting to the Tahoe Donner website.

Bette Rohrback started by going over the previous meeting minutes to confirm all questions had been answered.

- May 2<sup>nd</sup> – Candidate eligibility verification, Candidate notification and Memo to the Board
- May 11<sup>th</sup> – Candidates statements due, Ballot order for voting packets
- Prior to May 23<sup>rd</sup> – Trip to Reno
- May 23<sup>rd</sup> - Voter packet mailing
- June 4<sup>th</sup> – Candidates night, Videotape to put on website
- June 24<sup>th</sup> – Date for receipt of ballots by mail, hand deliver, pick up at open Board Meeting
- June 26<sup>th</sup> – Date for hand deliver by noon at annual board meeting

## Needs

- Moderator needed for Candidates night June 4<sup>th</sup> – Brinn to work on this item
- Videos for Bette and Barbara to review – Gretchen to work on this item
- Video tape candidates night – Brinn/Gretchen to speak with Miah
- Email - Bette not able to get to link / Gretchen to follow up on this
- Gretchen to correct the February electronic version to show correct date May 2<sup>nd</sup>, page 6 & 7
- Posting of new rules / Gretchen to put in with Procedures with a link – April
- E-Blast communication calling for candidates and mentioning applications are available / Gretchen - April

## Questions / Comments:

- Barbara reported that the February 2016 electronic version of Tahoe Donner News article had an incorrect date, May 1<sup>st</sup>, as the date to submit page 6 & 7. The printed version has the correct dates. The electronic version will be corrected by Gretchen.

The next scheduled committee meeting is tentatively scheduled for 5/2/16 at 3:30 p.m.

# Equestrian Campus - Tahoe Donner Association

## Equestrian Steering Committee (ESC)

### Meeting #13

Location: NWCH Mezzanine  
 Date: Wednesday 2/22/2016  
 Time: 2:00pm – 3:00pm

#### Attendees:

Tahoe Donner Association: Forrest Huisman  
 Miguel Sloane  
 Brian Yohn  
 Lee Gray  
 TDA Board: N/A  
 General Plan Committee: John Stubbs  
 Equestrian Sub Group: Nan Meeks  
 Guests: N/A

#### Meeting Notes:

Objective: Review Strategies for Phase 2

Forrest opened the meeting informing the committee that Brian Yohn has been promoted to Senior Project Manager. His duties will now include more development level projects as a construction manager.

Brian is currently working with 2 contractors on getting preliminary numbers on the Equestrian Center, Phase 2. Mt. Lincoln – previous project: the addition at The Lodge, The Pro Shop expansion, Deck extension and Storage shed.

R & D Professionals – previous project: Phase 1 at the Equestrian Center; Tack Sheds and Fencing

The preliminary numbers from the contractors are staying high. Their current timeline is 6 to 8 weeks. One of the contractors has a subcontractor, Rupert Co. – excavation. If the contract is awarded sooner and we get on their schedule, they will do the project for less.

The purpose of this meeting is to implement a \$238,000 budget for 2016, Phase 2. A list of 9 items was displayed to scale down priorities to be operational by year end. Items that do not get built in 2016 would be considered Phase 3.

1. Paddock Excavation, Grubbing	82,000	Recommend for 2016
2. ADA Parking & Walkways	50,000	Recommend a future phase and to be combined with #4
3. Utility Trenching w/Pedestals	193,000	Recommend for 2016, potential cost reduction
4. Roadway Base to reduce dust	35,000	Recommend a future phase and to be combined with #2
5. Wash rack	16,000	Recommend a future phase and using the same setup as last year
6. Guide shack	21,000	Recommend a future phase, currently functional
7. Loading Ram	32,000	Recommend a future phase, currently functional
8. (3) Slabs for Restrooms & Caretaker	10,000	Recommend a future phase, currently functional
9. <u>General Conditions</u>	<u>65,000</u>	
GC Subtotal	504,000	
Contingency	25,200	
Agency Fees	10,000	
Special Inspections	5,000	
Snow Removal	5,000	
<u>Unforeseen Site Conditions</u>	<u>2,500</u>	
Project Total	551,700	

Forrest provided a plan identifying the 11 pedestal locations and the joint trench routes going to all locations. Miguel recommended printing the plan out and putting it in front of Krystal Rae to eliminate pedestals. He will meet with her in the next week.

Recommendations were made based on cost savings for the Paddock Excavation, Grubbing and the Utility Trenching with Pedestals. The operations basically would not change in 2016 but would be functional

## Questions and Comments:

*Nan:* Can the itemized list of costs to date be provided? **Yes**

*Nan:* In going over the list could there be discussion on how to scale back to make it more affordable? **Yes**

*John:* **Where is the Round Pen?** The excavation for the Round Pen is included. It is permitted. The tube rail and the lumber is not on the list. **The 60' Round pen will be added to the list at \$7,000** to account for tube rail, lumber and labor.

*John:* **Is this list your priority list?** **Yes**

*John:* **What is General Conditions?** Multiple line items the contractor charges to do business; profit, overhead, insurance, portable toilets, dumpsters.

*John:* **Have we gotten all the permits?** **Yes.** We can start May 1 to June 15<sup>th</sup> if it is not too muddy. If it does not start until the Fall the operations go until late September and need to be completed by October 15<sup>th</sup>.

*John:* **Could our own maintenance people take care of item 3, concrete slabs?**

*John:* **Could some operations money from snow making and winter operations be shifted over?** This would be a Board decision. There is a large variance 2015 operational budget bucket. That discussion is sometime in May.

*John:* **Could the horse community throw in some money?** Nan responded that the horse community should entertain some ideas. The equestrian people would like to get the bare minimum out of the \$500,000.

*John:* **What about the footing for the arena?** There is a replacement reserve line item to degravel the south arena. The contact has been made and he will come out after the snow has melted. It is not on the list.

*Nan:* **Is there a way to move the service panel so there is more room to get by?** **It is a safety concern.** Miguel believes that Krystal Rae coned the area off and now there is a split rail fence. **It will be looked into by Forrest.**

## Future:

Considerations are being made for the **ESC Meeting #14 on March 7, at 2:00pm at Northwoods Club House Mezzanine.** Please notify Forrest Huisman if you have specific schedule conflict.

# Equestrian Campus - Tahoe Donner Association

## Equestrian Steering Committee (ESC)

### Meeting #14

Location: NWCH Mezzanine  
 Date: Wednesday 3/7/2016  
 Time: 2:10pm – 2:50pm

#### Attendees:

Tahoe Donner Association: Forrest Huisman  
 Miguel Sloane  
 Brian Yohn  
 Krystal-Rae Mecham  
 Lee Gray  
 TDA Board: Jim Stang  
 General Plan Committee: N/A  
 Equestrian Sub Group: Nan Meek  
 Susan Terrell  
 Guests: N/A

#### Meeting Notes:

Objective: We have \$228,000 left in the Board approved equestrian relocation budget. We have 8 components on current project list that have been permitted. In order to implement Phase 2 what is the project scope consensus?

Forrest opened the meeting informing the committee that what we have determined from the previous meeting is that we have a priority of a direction we would like to go for Phase 2.

1. Item 1 - Grubbing and excavation for the paddocks
2. Item 3 - 7 Utility trenches for the pedestals, electrical and water

Brian updated the committee that he is currently working with 2 contractors on getting preliminary numbers on the Equestrian Center, Phase 2.

With the phased approach the reductions out of phase 2 were the ADA Parking & Walkways, Roadway Base, Wash Rack, Guide Shack, Loading Ramp, 3 Concrete Slabs for Restrooms and Caretaker. By removing these items from Phase 2 the General Conditions were reduced.

#### COMPONENTS / Estimates

1. Paddock Excavation, Grubbing	82,000	Recommend for 2016 <b>82,000</b>
2. ADA Parking & Walkways	50,000	Recommend a future phase and to be combined with #4
3. Utility Trenching w/Pedestals	193,000	Recommend for 2016, <b>Reduced Price 125,500</b>
4. Roadway Base to reduce dust	35,000	Recommend a future phase and to be combined with #2
5. Wash rack	16,000	Recommend a future phase and using the same setup as last year
6. Guide shack	21,000	Recommend a future phase, currently functional
7. Loading Ramp	32,000	Recommend a future phase, currently functional
8. (3) Slabs for Restrooms & Caretaker	10,000	Recommend a future phase, currently functional
9. <u>General Conditions</u>	<u>65,000</u>	<b>Reduced price 35,000 for phase 2 only</b>
GC Subtotal	504,000	Adjusted price 242,500 for phase 2 only
Contingency	25,200	Adjusted price 12,126 for phase 2 only
Agency Fees	10,000	Adjusted price 10,000 for phase 2 only
Special Inspections	5,000	Adjusted price 5,000 for phase 2 only
Snow Removal	5,000	Adjusted Price 5,000 for phase 2 only

<u>Unforeseen Site Conditions</u>	2,500	<u>Adjusted Price 5,000 for phase 2 only</u>
Project Total	551,700	<u>Adjusted Total 277,160 for Phase 2</u>

Forrest made a recommendation that a Decision Paper with Options be presented to the Board.

**Option 1** – Phase 2 – Items 1, 3, 9 \$242,000 + Contingency additional Funding \$50,000

**Option 2** – Phase 2 and Phase 3 – All Items which will require additional Funding \$250,000

Based on approvals by the Board. Contracts can be signed in late March or early April and work can start in May 1, weather permitting.

## Questions and Comments:

**Susan:** Where is the round pen listed as a component? **The excavation will be part of phase 2 but the round pen due to the cost is being pushed to a later phase.**

**Nan:** If we can't get the round pen that had been planned, could we have pipe panels put up around that so that we at least have an enclosed area that somebody can lunge a horse in? **Yes it would be a minimal cost**

**Jim Stang:** We are hamstrung by the weather, we have to provide operations. The sooner we get things done the better even if it is phased. Get done what can be get done. The money is there.

**Nan:** Would Phase 3 go into the new GPC CFP process? **Yes in order to implement the project, the GPC will need to prioritize for 2017.**

**Susan:** Can the Caretaker Trailer be put on the spot determined without a slab? **Yes, it can be put there and be in place 90 days.**

**Susan:** There are various savings. Couldn't we squeeze the \$7-\$10k for the round pen and get that done this summer? **Phase 2 is the bare bones minimum and we are already over remaining budget.**

**Nan:** Would the Board take into consideration the benefits of the Tack Sheds and the fencing benefiting the Cross Country Center in looking at additional funds needed? **It would not be unprecedented for the Board to move things around and if it provides a service level and clear benefit.**

**Susan:** When do you expect the final bids to come in? **Next week**

**Recommendation:** Prepare a decision paper with 2 options for the March 18<sup>th</sup> Board Meeting.

## Future:

Considerations are being made for the **ESC Meeting #15 on April 4, at 2:00pm at Northwoods Club House Mezzanine.** Please notify Forrest Huisman if you have specific schedule conflict.



**MEETING MINUTES- TDGF Committee Meeting –March 7, 2016 3-5 PM.**

**Present: Jennifer Jordan, Pamela English, Suzanne Sullivan, Merle Fajans, Dick Gander, Norm Nicholls**

**LOCATION: MEADOW ROOM – NORTHWOODS CLUBHOUSE**

1. Treasurers report + Statistics –**Dick**
  - a. Dick presented the quarterly information provided by TTCF
  - b. We have \$20,242.69 fund balance
    - i. \$10,000 is the amount we keep on account
    - ii. We have committed \$4000 for scholarships this spring
  - c. We have \$279.40 in petty cash
  - d. Suzanne suggested that next time we have a cash intake that we establish an account to pay our operation expenses. This could be with TD or in a bank.
  - e. Statistics
    - i. 78 private donors made contributions
    - ii. 36 donations were made between 11/1 and 12/31 for \$6970. Most of these might be attributed to the assessment letter. Preparation of the letter cost \$1000.
    - iii. Since chartering, we have raised \$17,931 from individuals.
    - iv. We have received \$4514 from the Waltman Sponsorship.
    - v. We have raised \$2512 from TD events
2. Business sponsorship- we have been able to meet with Jaime to determine if she will continue our relationship in 2016.
3. Web site -**Jennifer**
  - a. The list of articles was updated.
  - b. Jennifer will communicate with gretchen to ask that this be updated regularly as each TD News article is published.
4. Review Plan for TD News between now and July 2016

April	Recognitions	due March 10 - complete
May	Organization 4	due April 10
June	Organization 5	due May 10
July	Scholarships	due June 10
5. New Thank you notes are completed – Pamela
6. Review Activity list and timeline for 2016 –
  - a. We reviewed the timetable and modified the scope of some activities.
  - b. **Main dinner might be the Farm to table dinner occurring in late spring or early summer instead of the October dinner. In order to accomplish this, planning must begin in earnest immediately. Dick, Suzanne and Jennifer will try to meet with Mike Peters this week to determine if this is a go and what it would be like. If this is to happen, we will need to all take a hand in the dinner and auction planning.**
  - c. Updated Time line and activities and greater detail will be published before the end of the week.
7. Scholarship Committee members will be Lois Ermak and Suzanne Sullivan. Jennifer Jordan and Merle Fajans will be back up.

**Next Meeting April 4, 3-5 PM, Meadow Room Northwoods Clubhouse Dick will chair**

**Calling in to meeting:**

**Dial-in Number:** [\(712\) 432-1212](tel:(712)432-1212)

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**Meeting ID:** 662-791-125

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**Host PIN:** 4805

**Dial the “dial-in-number”**

**Enter the Meeting id.**

**If you are the first person to connect, you will have to enter the host pin.**