

<p>MINUTES TAHOE DONNER ASSOCIATION BOARD OF DIRECTORS REGULAR MEETING July 28, 2012 9:00 a.m.</p>	<p>ACTION ON <u>4/25/2012</u> VERIFIED <u>Forrest Huisman</u></p>
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E.A. - TDA ASSOC.

A regularly scheduled meeting of the Board of Directors of Tahoe Donner Association was held at The Lodge 12850 Northwoods Blvd., Truckee, California on Saturday, July 28, 2012. President Tom Johns called the meeting to order at 9:00 a.m. The following Directors were in attendance, thus constituting a quorum of the authorized number of Directors of the Association:

Directors present: Tom Johns, President
Jay Lempinen, Secretary

Via Skype: Ron Wulff, Director

Directors absent: Suzy Knisley, Vice President
Steve Miller, Treasurer

Staff present: Robb Etnyre, General Manager
Forrest Huisman, Director of Capital Projects
Bonnie Watkins, Recording Secretary-Executive Assistant

MEMBER & DIRECTOR COMMENTS

A member stated that the Board's efforts at communicating with the membership needs improvement. Since such a large percentage of members live offsite and the technology is available, the Board should consider broadcasting Board meetings. This would allow offsite members to more easily follow Association business.

Director Johns responded that this item has been placed on the August 25th Board meeting agenda for consideration, and he suggested that the member plan on attending that meeting. He pointed out that there will be significant discussion overall regarding how the Board can disseminate Association information to the membership on a broader basis.

A member indicated that the owners that are complaining about the various projects and improvements taking place at Tahoe Donner via limited group online forums should show up at Board meetings, and participate in the public process.

He pointed out that, out of the several recent Board meetings he has attended, Tahoe Donner Staff has outnumbered the homeowners in attendance.

Director Wulff expressed his appreciation to General Manager Robb and Director of Operations Miguel Sloane for the extra picnic tables that were placed at the Beach Club Marina. He also commented that the new Monument Sign coming up Northwoods Boulevard seems to be missing the contrast or definition that was depicted in the proposed drawings and this should be corrected.

Director Johns concurred that there is a lack of definition on Monument Sign. He also commented that he had received a suggestion from a member that the lower portion of the new sign could say "Welcome".

Director Johns pointed out that there is a great deal of inaccurate information being exchanged in an online group forum. He stated that over the last few weeks, he has attended events such as the Waterpalooza, Fourth of July Parade, Movie and Bingo Nights, et cetera, and made it a point to talk with as many members as possible. He noted that the demographic of Tahoe Donner appears to be changing, as there are many more families with children and grandchildren buying into the Association. He said the feedback he received in these interactions with members, most of whom were second homeowners, was 100% positive regarding all the improvements taking place in Tahoe Donner.

A member inquired if there would be landscaping around the new signage. General Manager Robb Etnyre responded that the signs are not yet completed, and that there are plans for landscaping.

A. APPROVAL OF MINUTES

The Board received the preliminary minutes of the following for consideration:

- June 13, 2012 Special Meeting Minutes
- June 22, 2012 Regular & Ballot Counting Minutes
- June 24, 2012, Organizational Meeting Minutes
- July 6, 2012 Special Meeting Minutes

Following discussion, Director Wulff made a motion and Director Lempinen seconded to approve the June 13, 2012 Special Meeting Minutes as presented. Approved 3-0 (Director Miller & Knisley Absent)

Following discussion, Director Lempinen made a motion and Director Wulff seconded to approve the June 22, 2012 Regular & Ballot Counting Meeting Minutes as presented. Approved 3-0 (Director Miller & Knisley Absent)

Following discussion, Director Wulff made a motion and Director Lempinen seconded to approve the June 24, 2012 Organizational Meeting Minutes as presented. Approved 3-0 (Director Miller & Knisley Absent)

Following discussion, Director Wulff made a motion and Director Lempinen seconded to approve the July 6, 2012 Special Meeting Minutes as presented. Approved 3-0 (Director Miller & Knisley Absent)

B. COMMITTEE MANAGEMENT

Architectural Standards – The Board was provided with the committee’s June 20th, 2012 meeting minutes for review.

Covenants – The Board was provided with the committee’s June, 2012 violations report for review.

Election – No report.

Finance – The Board was provided with the committee’s July 19, 2012 meeting notes for review. Committee member Cathy Ravano reviewed the following highlights of the report:

- At the Finance Committee’s invitation, Dick Gander, GPC Chair, provided an update of current Finance Committee activities and the status of the General Plan calendar. Knowing that funds must be available in the Development Fund in order to fund projects (no borrowing), and given current cost projections for various projects on the calendar, Dick advised us that the overall schedule is being reviewed and will be adjusted to ensure that funds are available when projects are scheduled. The Finance and General Plan Committees will be working more closely together in order to review the General Plan in September and October as part of the 2013 budgeting process.
- Director of Finance and Accounting Mike Salmon reviewed the June 2012 preliminary financials with the committee.
- Hank Lewis led a discussion regarding draft updates for the Replacement Reserve Fund and New Machinery and Equipment Fund policies. A working group meeting is being scheduled to develop the next version, with plans to present the policies to the Board for consideration at the August 25th Board meeting.

General Plan (GPC) – The Board was provided with the committee’s June 9, 2012 meeting summary for review.

COMMITTEE COORDINATOR UPDATE

The following committees currently have vacancies:

- Covenants – 3 Alternates
- Finance – 1 Alternate

C. CONSENT CALENDAR

The Board was provided with the following item for consideration:

- Acknowledgement of Chris Nelson
- GPC Regular Appointment (Barre)
- GPC Alternate Appointment (Ferguson)
- GPC Alternate Appointment (Stang)
- Euer Valley Rules (45-Day member Comment)
- Fine Schedule (45-Day member Comment)
- Trails Master Plan Validation and Consultation Services

Director Johns pulled the Euer Valley Rules for discussion.

Director Lempinen made a motion and Director Wulff seconded to approve the Consent Calendar items as presented, with the exception of “Euer Valley Rules”. Motion passed 3-0 (Directors Miller & Knisley Absent)

A discussion ensued regarding the pros and cons of allowing camping in the Euer Valley.

Following discussion, Director Lempinen made a motion to approve the Euer Valley Rules with the exception of camping. The motion died for lack of a second.

Following further discussion, by consensus the Board placed the Euer Valley Rules on the August 25, 2012 Board meeting agenda for further consideration.

D. DIRECTOR OF FINANCE AND ACCOUNTING REPORT

In the absence of Director of Finance and Accounting, Mike Salmon, General Manager Robb Etnyre provided the Board with a presentation on the Association’s unaudited preliminary June 2012 financial reports, a complete set of which are attached to these minutes as Exhibit “A”.

Mr. Etnyre indicated that this information is readily available to Owners at www.tahoedonner.com.

Following discussion, Director Wulff made a motion and Director Lempinen seconded to approve the unaudited preliminary June 2012 financial reports as presented. Motion passed 3-0 (Director Miller & Knisley Absent)

E. REQUEST TO WAIVE LATE FEE

The Board considered two requests from member's to waive their delinquency fee for the 2012 Annual Assessment.

Following discussion, Director Wulff made a motion and Director Lempinen seconded to deny the requests. Motion passed 3-0 (Director Miller & Knisley Absent)

F. DIRECTOR OF CAPITAL PROJECTS

Director of Capital Projects Forrest Huisman provided the Board with a PowerPoint presentation on the status of the following Capital Improvement projects:

- Alder Creek Nordic Center
- Wayfinding Signage
- The Lodge
- Beach Club Marina
- Maintenance Facility

Mr. Huisman also noted that the Major Projects tab under the Members tab of the Tahoe Donner Website is under construction to better display the ongoing, future, and past major Capital Projects of the Association. The new format will function much like the timeline bar of Facebook which he believes will provide much more user friendly functionality for the membership. All major projects are based on the Board approved 2030 General Plan, but are still individually reviewed by the General Plan Committee, Finance Committee, Staff, and ultimately approved, modified, or rejected by the membership elected Board of Directors.

The Lodge Deck Expansion

During the presentation, the Board considered a proposed deck expansion at The Lodge to be included in the "Covered Deck Project" for this operation.

Following discussion, the Board considered the proposed plan as outlined by Mr. Huisman and approved by consensus proceeding with obtaining permits for the project from the Town of Truckee.

A copy of Mr. Huisman's PowerPoint Presentation is attached to these minutes as Exhibit 'B'.

Break
10:50 a.m.

The regular meeting reconvened at 10:55 a.m.

G. GENERAL MANAGER'S REPORT

General Manager Robb Etnyre reported the following:

- In response to an audience member's earlier comments on finding accurate information about the Association's business matters, General Manager Robb Etnyre displayed the Tahoe Donner website on the room projector. In order to find information about Board meeting agendas and supporting material, members should click on the members section of the homepage then on Board of Directors. Here, he noted, is the material before the Board of Directors meeting each month, with an archive of past Board meetings, decisions, and supporting material. Meeting schedules are also published in the Tahoe Donner News and via Member Emails on Wednesdays. If members have trouble finding information they can always contact Member Services for assistance.
- **Year to date net operating results (NOR) to Budget**, before assessed revenue, is a negative variance of (\$342,000). Over the last several months we have recovered over \$180,000 from the February NOR of (\$522,000) off budget. This has been through increased revenue, and focused expense savings with little or no sacrifice in customer service.
- **Golf** – Course conditions have improved considerably in July, with the course returning to expected high standards. A wide variety of lessons, clinics, and programs continue to be offered at the Golf Course with solid membership participation. June golf rounds were just over 500 rounds or 11% off budget, which was still true as of the July 19 Flash Report. With decreased member and member guest being the largest deviation from budget expectations. Despite the recovering and limited course offering in June, we have greatly exceeded pass and pack sales ahead of the entire 2011 season. Mid-July golf rounds have picked up considerably from June and early July.
- **Marina** – Several planned and budgeted new equipment purchases, along with rental equipment replacement, and the introduction of the Wibits and offering beer and wine at this amenity have been well received by the membership. June visitations were 13% over budget and 23% over 2011. June NOR is also 24% over budget and 67% over 2011. June beer and wine sales have been significant, but slightly behind an aggressive budget expectation. In mid-July, the Wibits were removed from the swim area to undergo improved anchoring and additional control measures to ensure the safety of our members.
- **Tennis** – June Tennis Center visitations were 17% behind budget, but only slightly behind last June. June NOR is just over \$1,000 of budget, but only slightly behind last June as well. Mid-July Flash Report reflects Tennis visitations are up 33% to budget. The Tennis Center and Tennis Club have also held several widely popular events in July – notably, Breakfast at Wimbledon and the Chairman's Hour.

- **Lodge Restaurant & Pub** – June covers for The Lodge were up only 1% to budget, but up 31% to last June. Year-to-date covers are still up over 6% to budget. June NOR was slightly behind budget, due to a missed banquet timing expectation only. Mid-July Flash Report reflects covers are up 7% to budget along with several large banquets and revenue is up 3% to budget.
- **Sam Bush Concert** – This year’s concert was an absolute success, with the Association selling approximately 1,500 tickets, which was similar to last year. Unique to this year’s concert, however, is the fact that last year the NOR was \$2,000 negative to budget and this year we made approximately \$7,500.
- **Euer Valley BBQ** – This exciting first time event will be held on July 28th from 3 - 7 p.m. Tickets are on sale for: \$15 for adults, \$5 for children; less than 5 years old are free. A shuttle will also be offered to move members from the Equestrian Center to the Prosser Creek Bridge.
- **Fourth of July Parade** – Tahoe Donner’s entry in this year’s parade won “Best of Show”. This was Tahoe Donner’s third win in a row.
- **Waterpalooza** – Since this event was such a hit with the membership last year, we decided to expand the event to two-days on June 30 & July 1st and move it to the Tahoe Donner Driving Range. The event provided water themed games and a new mega slip ‘n slide and was very well received by the membership.
- **Volunteers Program** - Projects are now underway for the new Volunteer Program, with information on projects being communicated via the Association’s various media outlets. The next project is scheduled for Sunday, July 29 from 9:00 a.m. to 3:00 p.m. Volunteers will meet at the Forestry Office, 14514 Northwoods Blvd. This Trails day will include work on the trail #27-28, which is located just off of Teton Way. Interested individuals should contact Sarah Collamer, Trail Steward, at scollamer@tahoedonner.com to sign up.
- **Truckee Regional Aquatic Invasive Species Prevention Program** – At the Town Council meeting on July 24th, the Town Council heard the first reading of a proposed new ordinance, the Aquatic Invasive Species Ordinance. The Truckee River watershed is at risk of aquatic invasive species introduction and establishment by Quagga and Zebra mussels, Asian clams, New Zealand mud snail, along with other water fish. Tahoe Donner Association acknowledges the threat of AIS being introduced into the waters of Donner Lake and has been supportive of the voluntary, preventative measures currently in place at the Tahoe Donner Beach Club Marina launch site. Inspections have been voluntary up to this point; however, Truckee River Watershed Council is working in 2012 toward the implementation of a mandatory program in Truckee. If enacted, this ordinance puts a mandatory inspection program in place for water bodies within the Truckee Town limits. Inspection would be done by trained personnel and any enforcement for violations of the ordinance would be done by the Town of Truckee. Once enacted, Tahoe Donner personnel at the Beach Club Marina will require that watercraft display a proper inspection certification sticker in order to launch at our boat ramp.

EXECUTIVE SESSION AND LUNCH

(ADJOURNMENT)

The Board convened to Executive Session at 11:15 a.m. and did not reconvene to open session.

Submitted by:



Bonnie Watkins, Recording Secretary

SECRETARY'S CERTIFICATE

I, Jay Lempinen, 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 regular meeting held on July 28, 2012, as approved by the Board members in attendance and constituting a quorum at a duly convened subsequent meeting of the Board.



Jay Lempinen, Secretary