

ACTION ON

*July 24 2015*  
*Bonnie Watkins*

VERIFIED

E.A. - TDA ASSOC.

**MINUTES  
TAHOE DONNER ASSOCIATION  
BOARD OF DIRECTORS REGULAR MEETING  
June 19, 2015  
9:00 a.m.**

A regularly scheduled meeting of the Board of Directors of Tahoe Donner Association was held at Northwoods Clubhouse at 11509 Northwoods Blvd., Truckee, California on Saturday, June 19, 2015. President Jim Stang 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:** Jim Stang, President  
Tom Johns, Vice President  
Steve Miller, Treasurer  
Courtney Murrell, Director

**Directors absent:** Ron Wulff, Secretary

**Staff present:**

Mike Salmon, Director of Finance & Accounting  
Annie Rosenfeld, Director of Facilities & Risk Management  
Forrest Huisman, Director of Capital Projects  
Miah Cottrell, Computer Network Manager  
Bonnie Watkins, Recording Secretary, Executive Assistant

**A. ACTION: APPROVAL OF MINUTES**

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

- May 30, 2015 Regular Meeting Minutes

Director Johns made a motion and Director Murrell seconded to approve the meeting minutes as presented. Motion passed 4-0 (Director Wulff Absent)

**B. COMMITTEE MANAGEMENT**

**Architectural Standards** – No report.

**Covenants** – No Report.

**Election** – No report.

**Finance** – The Board was provided with the committee’s June 11, 2015 meeting report for review.

**General Plan (GPC)** – The Board was provided with the committee’s June 1, 2015 meeting report for review.

**Construction Steering Committee** - The Board was provided with the committee’s June 10, 2015 Meeting Minutes for review.

**Equestrian Steering Committee** – The Board was provided with the committee’s May 29, 2015 Meeting Minutes for review.

**Land Management Plan Working Group Update** – No report.

**Tahoe Donner Giving Fund Committee:** - The Board was provided with the committee’s June 11, 2015 Status Report for review.

All committee reports, with the exception of ASC and Covenants are attached to these minutes as Exhibit “A”.

**C. ACTION: CONSENT CALENDAR**

The Board was provided with the following items for consideration:

- **GPC Alternate Appointment (Johns)**
- **Replacement Bandit 250 Chipper**
- **Golf Course Irrigation Heads**

Following discussion, Director Miller made a motion and Director Johns seconded to add the appointment of Art King as Chair of the Finance committee to the Consent Calendar. Motion passed 4-0 (Director Wulff Absent)

Director Johns made a motion and Director Murrell seconded to approve the Consent Calendar items as presented. Motion passed 4-0

**D. DISCUSSION: AMENITY ACCESS POLICY**

The Board was provided with an Information Paper regarding the Association’s current Amenity Access Policy. Director of Marketing, Brinn Talbot, reviewed the following highlights from the paper:

- Currently, each residential property in Tahoe Donner is allowed a maximum of four (4) Member ID’s at no charge to the owner and are entitled to purchase up to four

(4) additional Member IDs for their immediate/extended family at a rate of \$100 each.

- A recurring topic of discussion has been the potential negative consequence restricting the number of Member IDs has on multi-owned properties, since co-owners must decide each year which of the potential card-holders will be able to purchase Member IDs.
- Today's presentation is to generate a discussion of the pros and cons of increasing the number of Member IDs for purchase per property as well as what impact, if any, a proposed change in policy would have as far as revenue gain or loss to the Association. Another consideration would be if it can be implemented without overburdening the Association's amenities.
- The Information Paper before the Board includes the history of the Amenity Access Policy as well as an analysis of revenue obtained through the additional passes sold for the past five years.
- The following options are proposed for consideration:
  - Survey the membership on whether Tahoe Donner Association should increase the number of additional Member IDs to be purchased per property, at least for multi-owned properties.
  - Allocate an additional number of Member IDs per property that may be purchased for adults of multi-owned properties.
  - Raise or eliminate the limit on the number of Member IDs that may be purchased per property.

Discussion ensued regarding the pros and cons of the current Amenity Access Policy and the merits of increasing the number of Member ID's allowed for purchase per property, particularly with respect to multi-owned properties.

Following discussion, the Board directed Staff to research the development of an internal tracking mechanism for determining the number of Tahoe Donner fractional property ownerships and place this item on a future Board meeting agenda for further consideration.

**E. ACTION: HEALTHY WORKPLACE HEALTHY FAMILY ACT OF 2014 (AB 1422)**

The Board was provided with a Decision Paper regarding the Health Workplace Healthy Family Act of 2014 (AB 1522) that becomes effective July 1, 2015, requiring the Association to implement a new Sick Pay Policy for seasonal and part-time employees.

Director of Finance and Accounting fielded questions from the Board regarding the new law. He indicated that the Decision Paper offers two options for implementing the new policy, Accrual Method and an Alternative to Accrual Method. Accrual Method: Earn one hour of paid leave for every 30 hours worked, with accrual beginning on the first day of employment or July 1, 2015, whichever is later. Alternative Accrual Method: Employer can provide 24 hours or 3 days at the beginning of each calendar year, anniversary date or 12 months basis. While this method is easier to implement, the financial impact of

providing 24 hours of sick pay, upfront, to all seasonal employees each year is significant. An annual estimate is \$171,000 or \$26.39 per property.

Following discussion, Director Johns made a motion and Director Murrell seconded to approve the implementation of a new Sick Pay Policy for seasonal and part-time employees utilizing an accrual method. Motion passed 4-0 (Director Wulff Absent)

**F. ACTION: DIRECTOR OF FINANCE & ACCOUNTING REPORT**

Director of Finance & Accounting, Mike Salmon, provided the Board with a presentation on the Association's unaudited preliminary May 2015 financial report, a complete set of which is attached to these minutes as Exhibit "B".

Following discussion, Director Stang made a motion and Director Johns seconded to approve the May 2015 unaudited preliminary financials as presented. Motion passed 4-0 (Director Wulff Absent)

All financial reports may be viewed on the Tahoe Donner Web site at: <http://www.tahoedonner.com/financials/>

**EXECUTIVE SESSION AND LUNCH**

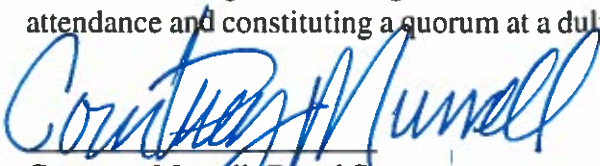
The Board adjourned to Executive Session at 10:20 a.m. and did not reconvene to open session.

Submitted by:

  
Bonnie Watkins, Recording Secretary

**SECRETARY'S CERTIFICATE**

I, Courtney Murrell, 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 June 19, as approved by the Board members in attendance and constituting a quorum at a duly convened subsequent meeting of the Board.

  
Courtney Murrell, Board Secretary