

**MINUTES RECAP**  
**TAHOE DONNER ASSOCIATION**  
**REGULAR BOARD OF DIRECTORS MEETING**

**Northwoods Clubhouse**  
**Friday, June 24, 2016**  
**9:00 a.m.**

**I. Approval of Minutes:    **Approved 4 – 0****

The Board approved the May 27, 2016 Regular Meeting Minutes and the June 6, 2016 Special Joint Meeting Minutes.

**II. On-Going Maintenance Rules:    **Approved 4 – 0****

The Board approved Option 2 of the decision paper presented by the Architectural Standards Committee and management to approve on-going maintenance rules as drafted. The Architectural Standards committee drafted rules specific to on-going maintenance to improve member education, understanding and compliance, as well as reaffirm the inspection scope and association authority to pursue compliance with the Association covenants and Restrictions and Architectural Standards Rules, Procedures and Land Use.

**III. Authorization of Delegation of Authority to Staff Architectural Standards Improvements:    **Approved 4 – 0****

The Board approved Option 1 of the decision paper presented by the Architectural Standards Committee and management to resolve as presented in Attachment A, delegating authority for Architectural Standards Improvements to the General Manager for Minor Projects without neighbor notification.

**IV. Architectural Standards Permit Requirements:    **No Action****

The Board was presented with Architectural Standards Committee's recommended changes on minor project requirements. Such changes include:

- Elimination of site inspections for some of the changes to existing projects and allowing before and after photo verification in lieu of final site inspections.
- Clarifying which projects necessitate a full property inspection.
- Revisit the fee structure, automation, member education and other project requirements.

**V. Director of Finance and Accounting Report:    **Approved 4 – 0****

The Board approved the 2016 April Financials presented by Mike Salmon.

**VI. Consent Calendar:    **Approved 3 – 1****

The Board approved the following items –

- General Manager Job Description – Option 3 of the decision paper as presented, to approve the revised job description and increase General Manager pay range to range 52.

**VII. Winter Trail Summer Maintenance – Reserve Replacement Component    **Approved 4 – 0**  
**Addition:****

The Board approved Option 1 of the decision paper presented by staff to add ski trail and slope maintenance to the reserve study with the intent to follow the plans for maintenance.

**VIII. Executive Session Reports:    **Approved 4 – 0****

On June 13, 2016 the Board discussed personnel matters.

On June 24, 2016 the Board voted 4 to 0 (Director Steve Miller absent) in favor of extending an employment agreement to Robb Etnyre as the General Manager of Tahoe Donner Association thru September 15, 2020. The Board also appointed Vice President Jim Stang to execute this employment agreement on the Boards behalf.

**IX. General Manager’s Report:    **No Action****

Robb Etnyre, General Manager updated the Board on all departments, Strategic Plan Goals, Draft Governance Policy and a Board meeting broadcast timeline.

**X. Fraud Prevention Policy Resolution:    **Approved 4 – 0****

The Finance Committee, at the direction of the Board and in accordance with the Association’s commitment to review and update resolutions every five years, has reviewed the Association’s Fraud Policy, Resolution 2005-3. The Board approved Option A of the decision paper to approve the updated Resolution 2016-5 Fraud Prevention Policy and to review again in the next five years.

**XI. Whistleblower Protection Policy Resolution:    **Approved 4 – 0****

The Finance Committee, at the direction of the Board and in accordance with the Association’s commitment to review and update resolutions every five years, determined during the review and update of the Fraud Prevention Policy that there was a need to establish a Whistleblower Protection Policy. The Board approved Option A of the decision paper to approve the Resolution 2016-6 Whistleblower Protection Policy and to review again in the next five years.