

AGENDA

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

**Alder Creek Adventure Center
Friday May 27, 2016
9:00 a.m.**

To enhance the quality of information and scheduling, this timed Agenda is prepared one week in advance of the meeting, and the Board reserves the right to adjust this schedule during the meeting by adding, deleting, and/or moving matters as required and as permitted by law. Association Board of Director's meetings are open to members, but not the general public.

This meeting is being recorded.



Please silence your cell phone.

OPEN SESSION

SECTION

I. 9:00 a.m. Call to Order

Opening Procedures:

- Pledge of Allegiance

II. 9:02 a.m. Executive Session Report

A

In Executive Session on May 22, 2016, the Board discussed the following:

- Personnel matters regarding an employee annual performance evaluation.

III. 9:07 a.m. Member & Director Comments

Property owners' comments are welcomed at this time for matters not on the agenda and are limited to three minutes. However, members may submit additional comments by email to the Board (board@tahoedonner.com). The Board president may recognize members to comment on agenda items as they occur. Members are requested to identify themselves and to include Unit and Lot Number. Directors and Staff are limited by law to brief responses and clarifying questions to matters not on the agenda. Directors may request Staff to

report back to the Board concerning such matters and place the matter on a future Board agenda.

Board meetings are defined by the Davis-Stirling Act as a gathering of a majority of directors at the same time and place to "hear, discuss, or deliberate upon any item of business that is within the authority of the Board." (Civ. Code §4090.) A Board meeting is a meeting of the corporation's Board of Directors, not a meeting of association members. Accordingly, members do not have a right to participate in the Board's discussions and votes. By statute, members can watch the Board conduct business. In addition, they can address the Board during the open forum portion of the meeting. Although members do not have a legal right to participate in Board discussions, the president can invite comments from the audience on particular items of business if he so chooses. This is at the discretion of the Board.

IV. 9:17 a.m. Action: Approval of Minutes B

- April 22, 2016 Regular Meeting Minutes
- May 2, 2016 Special Meeting Minutes

V. 9:20 a.m. Discussion: Committee Management C

- **Committee Task Reports** – Committee Chairs
Purpose: To update the Board on the status of 2016 assigned tasks and recent committee meetings.
 - Architectural Standards Committee
 - Covenants Committee
 - Elections Committee
 - Finance Committee
 - General Plan Committee
 - Equestrian Steering Committee
 - Tahoe Donner Giving Fund Committee

OPEN & PENDING ITEMS

VI. 9:35 a.m. Action: Consent Calendar D

All items listed under the Consent Calendar are considered to be routine and will be approved by one motion. There will be no separate discussion of these items unless a member of the Board or Staff requests a specific item to be removed from the Consent Calendar for separate action. Any item so removed will be taken up following the motion to approve the Consent Calendar.

- 2016 Ski Area Rental Equipment Purchase
- 2016 Asphalt Seal-Stripe at Northwoods Clubhouse and Trout Creek Recreation Center
- Decision Paper on Groomer Repair

VII. 9:40 a.m. Discussion: Board Communication and Formulation of Board Governance Policy E

The Board will discuss their current methods used to engage the membership, formulate board consensus and board approval in accordance with the Association Governing Documents and applicable laws. This will include, regularly scheduled monthly board meetings, executive session meetings, and the potential formulation of Board Policy on Governance within a California Homeowner Association and California Corporation framework.

VIII. 10:05 a.m. Action: Director of Finance & Accounting Report F
(Director of Finance & Accounting, Mike Salmon)

- 2016 April Financials
- Winter 6 Month Financials
- Frequently asked questions (FAQ) Review

IX. 10:40 a.m. BREAK

X. 10:50 a.m. Discussion: Summer Forestry Department Update G
(Bill Houdyschell, Forester)

The Board will be provided with an update on planned summer operations for the Forestry Department.

XI. 11:15 a.m. Discussion: Board Meeting Broadcast Options H
(Director Courtney Murrell and Director Jim Stang)

Brinn Talbot, Director of Marketing to present findings on Board Members' request for information regarding Board Meeting broadcast options.

EXECUTIVE SESSION

XII. 12:00 p.m. Executive Session EXEC

Executive sessions of the Board of Directors are provided by statute so that the Board can address issues involving privileged information and matters of a private nature. As a result, members do not have a right to attend executive sessions. As provided for in [Civil Code §4935](#), boards may go into executive session for the following matters:

- Legal Issues
- Formation of Contracts
- Disciplinary Hearings
- Personnel Issues
- Payment Plan
- Foreclosure

The Board must approve decisions by a majority vote of the directors in executive session, and report out decisions at the next regularly scheduled open session. ([Civ. Code §5705\(c\)](#)).

- Topics for this month's Executive Session:
 - Employee Evaluations
 - Personnel Employment Matters
 - Long-term Disability Insurance Policy Contract

CLOSED SESSION

XIII. 1:00 p.m. Appeal Hearing

OPEN SESSION

XIV. 2:20 p.m. Executive Session Report **EXEC**

XV. 2:30 p.m. General Manager's Report **I**
(General Manager, Robb Etnyre)

The Board will be provided with a report on various Association operations and Strategic Plan Goals.

- Draft Board Training Plan in 2016

XVI. 2:50 p.m. Discussion: Tahoe Donner Home Inspection Program **J**
(Chair, Architectural Standards Committee, Rod Whitten)

The Board will hear a presentation on the current status of the Home Inspection Program and considerations from the Architectural Standards Committee to modify this program based on past observations and membership feedback.

XVII. 3:20 p.m. Potential Future Board Meeting Agenda Items

- Special Board Meeting Joint with the General Planning Committee Meeting on June 6th, 2016 at 3:00 p.m. to review New Capital Process Priority 1 list.

XVIII. 3:35 p.m. Adjournment

The next Board meeting will be **Friday, June 24th, 2016** at the Northwoods Clubhouse.

Tahoe Donner Committee Meeting Schedule

- Architectural Standards Committee – June 8th, 2016 9:00a.m. (Northwoods Clubhouse)
- Covenants Committee – June 9th, 2016 3:30p.m. (Northwoods Clubhouse)
- Elections Committee – June 24th, 2016 at 9:00 a.m. (Northwoods Clubhouse)
- Finance Committee – June 9th, 2016 at 3:00p.m. (Northwoods Clubhouse)
- General Plan Committee – June 6th, 2016 at 3:00p.m. (Northwoods Clubhouse)
- Equestrian Steering Committee – No future meetings have been scheduled at this time.
- Tahoe Donner Giving Fund Committee – June 6th, 2016 at 3:00p.m. (Northwoods Clubhouse)

As provided for in Civil Code §4920 – Notice of Board Meetings: This agenda was posted at least four days prior to the meeting.

Look for board meeting details and supporting documents online at:

<http://www.tahoedonner.com/board/>

Enroll in our electronic communication's email opt-in program to receive official communications via email.

<http://www.tahoedonner.com/update-your-profile/opt-in-to-go-paperless/>

Megan Rodman

Megan Rodman, Executive Assistant

May 27, 2016

Date