

**BOARD APPROVED**

ACTION ON

*Mr. 3/7/12*  
*Ronald Watkins*

**MINUTES  
TAHOE DONNER ASSOCIATION  
BOARD OF DIRECTORS SPECIAL MEETING**

**E.A. - TDA ASSOC.**

**Northwoods Clubhouse  
October 15, 2012  
3:00 p.m.**

A special meeting of the Board of Directors of Tahoe Donner Association was held at the Northwoods Clubhouse, 11509 Northwoods Blvd., Truckee, California on Monday, October 15, 2012. President Tom Johns called the meeting to order at 3:05 p.m. The following Board and Staff members were present:

Directors present: Tom Johns, Steve Miller, & Jay Lempinen

Directors absent: Suzy Knisley & Ron Wulff

Staff present: Robb Etnyre, General Manager  
Mike Salmon, Director of Finance & Accounting  
Miguel Sloane, Director of Operations  
Forrest Huisman, Director of Capital Projects  
Bonnie Watkins, Executive Assistant & Recording Secretary

**2013 BUDGET WORKSHOP**

Director of Finance & Accounting Mike Salmon took the Board through a PowerPoint presentation on the variables and key assumptions that were considered in the preparation of the draft Annual Budget as well as key changes from the 2012 Annual Budget as compared to the proposed 2013 Annual Budget. A copy of Mr. Salmon's 2013 Budget Summary is attached to these minutes as exhibit "A". A complete "Draft 2013 Budget Binder" may be obtained from the Accounting Department at Northwoods Clubhouse. Additionally, copies are available electronically in PDF format.

Following Mr. Salmon's presentation, the Board indicated that they will consider approval of the 2013 Budget at the October 20, 2012 regular Board meeting.

**Break  
(4:45 p.m.)**

The regular meeting reconvened at 5:00 p.m.

**ALDER CREEK NORDIC CENTER/ARCHITECT INTERVIEWS**

Director Johns indicated that the purpose of this portion of the meeting is for the Board to interview several architectural firms for services related to the construction of the Alder Creek Nordic Center. He indicated that only two firms had originally responded to the Association's Request for Proposals for this project. As the Association's policy states that three competitive bids must be obtained for any capital purchase of goods or services, the Board has requested presentations by four additional firms, three during today's meeting. Director Johns turned the meeting over to Director of Capital Projects Forrest Huisman.

Mr. Huisman indicated that the Board would be provided with presentations from the following architectural firms:

- Faulkner Architects (Greg Faulkner)
- MWA, Inc. Architecture and Engineering (Kurt Reinkens)
- Ward Young Architecture and Planning (Lawerence Young)

Each of the above mentioned firms provided the Board with a presentation regarding their qualifications for the construction of the Alder Creek Nordic Center project, as well as an overview of their architectural services. The presentations were accompanied by PowerPoint illustrations of the firms various projects. Following the presentations, each firm fielded questions from the Board.

**ADJOURNMENT**

By consensus, the Board adjourned to Executive Session at 6:45 p.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 meeting held on October 15, 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

Date \_\_\_\_\_