



2017/18 BOARD MEETING SCHEDULE

DAY OF WEEK	2017-2018	TYPE OF EVENT	TIME	LOCATION
Saturday	July 29	Regular Meeting	9:00 a.m.	NWCH
Saturday	August 26	Regular Meeting	9:00 a.m.	NWCH
Saturday	September 23	Regular Meeting	9:00 a.m.	NWCH
Saturday	October 28	Regular Meeting	9:00 a.m.	NWCH
Saturday	November 25	Regular Meeting	9:00 a.m.	NWCH
Saturday	December 16	Regular Meeting	9:00 a.m.	NWCH
Saturday	January 27	Regular Meeting	9:00 a.m.	NWCH
Saturday	February 24	Regular Meeting	9:00 a.m.	NWCH
Saturday	March 24	Regular Meeting	9:00 a.m.	NWCH
Saturday	April 28	Regular Meeting	9:00 a.m.	NWCH
Saturday	May 26	Regular Meeting	9:00 a.m.	NWCH
Friday	June 22	Election Ballot Meeting & Regular Meeting	9:00 a.m. (Voting from From 9:00 a.m. to 5:00 p.m.)	NWCH
Sunday	June 24	Annual Meeting of Members & Members Picnic	10:00 a.m. – 12: 00 p.m. (Voting from 10:00 a.m. to 11:30 a.m.)	NWCH & ACAC

NWCH – Northwoods Clubhouse
 11509 Northwoods Blvd., Truckee, CA 96161

ACAC – Alder Creek Adventure Center
 15275 Alder Creek Road, Truckee, CA 96161



**TAHOE DONNER ASSOCIATION
BOARD OF DIRECTORS**

**BOARD OF DIRECTORS AMENITY ACCESS AND DISCOUNTS
POLICY**

2017 – 01

PURPOSE: Board directors are encouraged to utilize the amenities offered by the Tahoe Donner Association. It enables the Board directors to visit the amenities and assess their quality, observe staff, and interact with Tahoe Donner members to determine their view of the amenity and of the Association.

As stated in the Tahoe Donner Association CC&R's, Article VIII, Section 10, *Compensation*:

“Directors shall also be entitled to reasonable Common Facility user privileges without the usual fees or charges in order to promote the circulation and visibility of directors within the community and to encourage their awareness of the condition of Association properties and the concerns of Member users.”

The purpose of this resolution is to:

- Further the business purposes of the Tahoe Donner Association;
- Provide direction to current and future Board Directors as to what are the expectations of Board conduct;
- Provide clear guidance to both the Board and Association staff on amenity access privileges and discounts;
- Provide clarity and transparency to Association members on Board governance matters.

In order for active Directors to fulfill their duties to the Tahoe Donner Association, Directors shall:

1. Receive annually one all amenities recreation pass board member identification card at no cost, to allow access to all public and private amenities in Tahoe Donner. Should a director choose to purchase the four-person annual private amenities recreation pass, his/her family members can be assigned to those four spots while the director is actively

serving on the Board. The board director all amenities recreation pass will include access to the following Tahoe Donner amenities:

- **Alder Creek Adventure Center**
 - Cross Country Center Unlimited Season Pass
 - Fatbike, Dog, and Snowshoe Season Pass
 - Equestrian Center – trail rides season pass (no reservation, space available)
 - **Tahoe Donner Downhill Ski Area**
 - Downhill Ski Unlimited Season Pass
 - **Tahoe Donner Golf Course**
 - Golf Course Unlimited Season Pass* (includes cart), Driving Range Season Pass.
 - * Directors may reserve tee times up to 14 days in advance, as regular Member Unlimited Pass holders. However, peak period blackout days will restrict access for directors as published annually in order not to displace paying customers. Non-reservation, subject to space availability will still be available to directors during blackout periods.
 - **Tahoe Donner Tennis Center, Trout Creek Recreation Center, Snowplay, Northwoods Pool, and Beach Club Marina**
 - Director access is complimentary with no blackout dates
2. Receive 50% off all rentals of equipment needed to participate in activities at Tahoe Donner Association amenities. Blackout periods will restrict this discount during peak business periods as published annually. This discount is for the Director only.
 3. Receive 50% off regular priced food and beverage (excluding alcoholic beverages) at all Tahoe Donner Association food and beverage outlets. Blackout periods will restrict this discount during peak business periods as published annually. As well discounts cannot be combined with any other offers or coupons, promotions, non-regular, prefixed or holiday menus. This discount is for the Director only.

To support business purpose of use of amenities, Board Directors are encouraged to wear their “Director Name Tag,” so that the Director is readily identifiable by members who wish to meet the Director. Board Directors are required to present their Tahoe Donner identification card when accessing amenities and obtaining discounts, which enables the point of sale cashier to properly account for the transaction.

While Directors fulfill their duties to the Tahoe Donner Association, a Director shall never displace paying members or the public when visiting Association amenities or participating in the above mentioned activities provided with the Director Amenities Recreation Pass. This includes visiting amenities that are at maximum capacity, and making reservations at popular visitation hours that would otherwise have been taken by paying members or the public.

In no instance will the Board Director’s rights under this policy be transferred to, or include, any other person. These rights terminate immediately upon the Director’s departure

from the Board. Directors will be required to present their Tahoe Donner issued Board Director identification card to obtain access or discounts described in this policy.

Questions or judgments as to the application of the Board of Directors Amenity Access and Discounts Policy, are to be directed to the Board President or Treasurer, and not staff.

APPROVAL

Approval of the delegation regarding signature authority and any changes, amendments or modifications thereafter, may only be accomplished at a properly noticed meeting of the Board.

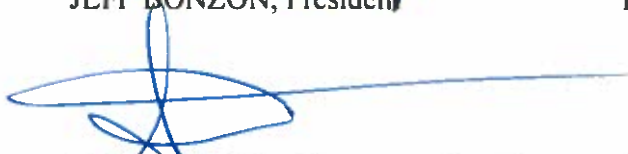
ACCEPTED AND DATED: February 25, 2017



JEFF BONZON, President



RONALD WULFF, Vice President



STEVE MILLER, Treasurer



JEFF SCHWERDTFEGER, Secretary



DARIUS BROOKS, Director



**TAHOE DONNER ASSOCIATION
BOARD OF DIRECTORS**

BOARD OF DIRECTORS EXPENSE REIMBURSEMENT POLICY

2017 – 02

PURPOSE: As stated in the Tahoe Donner Association CC&R's, Article VIII, Section 10, *Compensation*,

“Director, officers and members of committees shall not be entitled to monetary compensation for their services as such. However, this limitation on compensation shall not preclude a director, officer, or committee member from being reimbursed for such actual expenses incurred by the director in the performance of his or her duties as may be determined by resolution of the Board of Directors to be just and reasonable. Expenses for which reimbursement is sought shall be supported by a proper receipt or invoice.”

The purpose of this resolution is to:

- Further the business purposes of the Tahoe Donner Association;
- Provide direction to current and future Board Directors as to what are the expectations of Board conduct;
- Provide clear guidance to both the Board and Association staff on allowable expense reimbursements to Board Directors;
- Provide clarity and transparency to Association members on Board governance matters.

To ensure clarity and to expand on the Association CC&R's, the following types of expenses incurred by Board Directors will be considered reimbursable expenses while performing their duties:

Business Travel Expenses

1. A business trip is a trip undertaken for work or business purposes only, as opposed to other types of travel, such as for leisure purposes or regularly commuting between one's home and workplace.

2. The Tahoe Donner Association will reimburse Directors for reasonable business travel expenses incurred while on assignments away from the normal Board meeting locations within the Association. All business travel must be approved in advance by either the Board Treasurer or President. *
3. When approved, the actual cost of travel, meals, lodging, and other expenses directly related to accomplishing business travel objectives will be reimbursed by the Tahoe Donner Association.
4. The Tahoe Donner Association will reimburse approved business mileage expense at no more than the IRS approved mileage rate for that year.
5. Board Directors traveling more than 50 miles to attend Board meetings, will be reimbursed for their mileage expense (or other actual travel costs incurred) up to a maximum of \$250 per board, committee or other formally noticed meeting.
6. Travel expenses that generally will be reimbursed include the following:
 - Airfare or train fare for travel in coach or economy class or the lowest available fare.
 - Car rental fees, only for compact or mid-sized cars.
 - Fare for shuttle or airport bus service, where available; costs of public transportation for other ground travel.
 - Taxi fare, only when there is no less expensive alternative.
 - Mileage costs for use of personal cars, only when less expensive transportation is not available.
 - Costs of standard accommodations in mid-priced hotels, motels, or similar lodgings.
 - Cost of meals, excluding alcoholic beverages.
 - Tips not exceeding 20% of the total cost of a meal or 10% of a taxi fare.
 - Charges for laundry and valet services, only on trips of five or more days.
7. When travel is completed, Board Directors will submit completed travel expense reports within 30 days. Reports must be accompanied by receipts for all expenses.

Business Meal Expenses

1. The Tahoe Donner Association will reimburse Board Directors for business meal expenses when the meal is part of a meeting during which the parties are discussing Tahoe Donner business. Alcoholic beverages costs are not reimbursable. Monthly expense reimbursement for business meals shall not exceed \$200 monthly per board member. *
2. When requesting reimbursements, the Board Director must include the names of the attendees, and brief description of the subject matter being discussed.
3. Board Directors will submit business meal expense reports within 30 days. Reports must be accompanied by receipts for all expenses.

Association Property

1. Board Directors are allowed access to both laptops and tablets provided by the Tahoe Donner Association for their use during their terms in office. These items must be used only for Association business purposes. These items will be returned to the Association immediately upon the Director leaving office.

* Review of, and authorization for reimbursement of these expenses, will be the responsibility of the Board Treasurer. If the Treasurer is not available, then the Board President will review and authorize in his/her place. Reimbursements to the Board President, however, may only be approved by the Board Treasurer, or if the Treasurer is not available, the Board Vice President. The Board Treasurer expense reimbursement shall be authorized by the Board President, or Vice President in his/her absence.

APPROVAL

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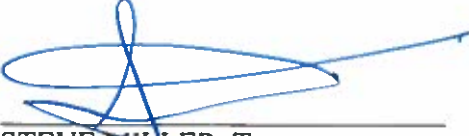
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