

**Tahoe Donner Elections Committee
Meeting Minutes
May 1, 2018 9:00 AM - 12:00 PM
Mezzanine Conference Room**

May 3, 2018 1:45 PM - 4:00 PM Ballot Order Drawing and Candidate Informational Forum

Attendees: Bette Rohrback, Karolyn Gander, Maureen Warmerdam, Megan Rodman

Guests: Lindsay Hogan, Christina Schwartz, Brent Collinson, Melanie Purcell

Slate of Candidates

4 members submitted applications within the prescribed time frame (by 4:00 PM Monday, April 30). Applications were opened and reviewed to assure that all required components were included:

- Application
- Conflict of Interest Statement
- Copy of Recorded Deed

All submissions were found to be complete. The following members were called and notified that they were qualified to stand for election and congratulated:

- Rob McCray
- Dan Koenes
- Carol Hicks
- Ed Melia

All were reminded about the Candidate Information Forum to be held on Thursday, May 3, from 1:45 - 4:00 PM in the Mezzanine Conference Room, and the opportunity to record introductory videos and take photographs prior to the meeting. Video recording was scheduled for 3 candidates; 4th (Ed Melia) was not available onsite for the meeting or recording, but Committee and Marketing coordinated with him to get his information recorded within set timeline.

The Board of Directors was notified via e-mail of the slate of candidates.

Notice of Annual Membership Meeting - reviewed and approved to be included with Election Materials mailed to members reviewed and sent to Inspector of Election for approval.

Printing of Election Materials, Mail Merge Review with printer and mailing company - timeline for proofs of all election materials (membership meeting notice, mailing/return/ballot envelope, ballot, candidate statement, coupons) determined with interim dates agreed to which will support mailing of ballots on May 24.

Marketing /Communication Plan - Plan for posting photos, videos, candidate statements and electronic bulletin boards reviewed with Marketing. Timeline developed. Go Live of all - May 10.

Weekly election specific e-blast content discussed and verified. Continue to solicit member questions for Candidate's Night.

TD News article for June will be 3 questions posed to each candidate. They will respond in writing and their responses will be published, side by side as written to allow comparison. Candidates will receive this 'assignment' at the Candidate Information Forum and responses are due by May 8.

Candidate Night Questions - we are collecting member questions for candidate's night. Hopefully will fall into 5 - 7 clearly defined broad categories. These will be shared with the candidates a week in advance. EC will develop specific questions that fall under each category.

Planning Session with Brent Collinson, Inspector and Election, and McClintock Accountancy

Discussion with Melanie from McClintock re: plan for ballot collection, counting process beginning June 22. Verified mailing address for return envelopes of ballots, ballot tabulation process for June 22 and 24. No changes anticipated for this election cycle over last.

Discussion with Brent Collinson, Inspector of Election, re:

Election Committee Timeline/Changes this year - candidate information forum (moderated by Brent), preparation of election packets and approval, Fair Campaign Guidelines, Meet and Greets, Candidate's Night with revised format which he will moderate, phone access for consultation, ballot counting June 22 and 24.

Brent is comfortable with timeline and changes implemented for this election.

ADDENDUM

Candidate Informational Forum - May 3, 2018

3 candidates in attendance - Carol Hicks, Rob McCray, Don Koenes
(Ed Melia unable to attend and declined to participate electronically)

Random ballot order drawing completed at 1:45 PM. Ballot order drawn will determine order candidate names will:

- Appear on the ballot
- Be called for questions during Candidate Informational Forum
- Be called to answer questions at Candidate Night's Forum

Ballot Order will be:

Carol Hicks
Rob McCray
Dan Koenes
Ed Melia

Candidates were given guidelines for use of Electronic Bulletin Boards approved at the April Board Meeting. Candidates also given assignment for electronic interview for the June edition of the TD News. Responses due to EC by 5/8. (Content was e-mailed to candidate not in attendance).

Candidates posed questions to Senior Management representatives, Committee Chairs, and Board representative. _____

Feedback from candidates was very positive.

DECISION PAPER



May 17, 2018

Issue: McClintock Accountancy Firm ballot tabulation report midway through the election process.

Background:

The Board of Directors would like to do a one-time ballot monitoring event during the 2018 Election to ‘test the process’ before the time comes to ask the membership to vote on the revised governing documents.

To accommodate this request, the Elections Committee recommends asking McClintock Accountancy to prepare a one-time detailed summary of member properties who have and have not voted, to be submitted to the Elections Committee by end of day on June 14, 2018. Upon receiving the report, an email will then be sent the following day, June 15, 2018 to the members who have not yet voted in the 2018 Board of Director Election, to further encourage them to do so. From June 15, 2018, members who have not yet voted, will have 8 days to submit their ballots by mail and 10 days to submit their ballots in person. The last day to vote is on June 24, 2018. On that day, ballots can only be delivered in person between the hours of 10:00 a.m. and 11:30 a.m., upon which the ballot counting process will end.

Election Packets are scheduled to be mailed to the membership on May 24, 2018. Assuming most members receive their Election Packets within 4 days, that would allow roughly 18 days for members to submit their ballots for the 2018 Board of Director Election, before the June 15, 2018 email is sent reminding members to vote.

Options:

1. To request the Elections Committee to work with McClintock Accountancy to provide a ballot tabulation report by end of day June 14, 2018 of the members who have not voted in the 2018 Board of Director Election, and to then email those members on June 15, 2018, reminding them to vote.
2. To not require a ballot tabulation report midway through the election process.

Recommendation:

The Committee believes that long term this type of outreach should be undertaken by the newly formed Member Engagement Committee. However, given the compressed timeframe that will be required to accomplish this measurement and the recent formation of the new Committee, the Elections Committee is willing undertake execution and monitoring of this process for this election cycle.



DECISION PAPER



The email communication to those members identified as non-voters on June 15, 2018, should not call attention to the fact that our records indicate that the individual(s) have not yet voted. It will simply mirror the weekly Elections Committee email that is already being sent weekly during the election cycle. (The weekly Wednesday email for this week will be postponed until Friday, June 15, 2018.)

Prepared By: Elections Committee

Board Meeting Date: May 26, 2018



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Time and Location

3 PM in the NWCH Mezzanine

Call to order:

The meeting was called to order by the Chair at 3:03 PM

Roll Call:

GPC Committee:			Liaisons:	Tahoe Donner Association	
Nan Meek	Michael Fajans	John Stubbs	Jeffrey Conners, Board	Robb Etnyre	Megan Rodman
Michael Sullivan	Rob McCray	ALTERNATES	John Dundas, Fin. Com.	Forest Huisman	Miguel Sloane
Jim Beckmeyer	John McGregor	Steve Miller		Mike Salmon	
Don Koenes	George Rohrback	Courtney Murrell			

Guests: John Maciejewski, Brian Gauney, Tim __, Keith Williams, Benjamin Levine

Approval of Minutes

Nan Meek made a motion to approve the minutes of the last meeting. Don Koenes seconded the motion. The motion passed.

Member Input – No comments were made by the Guests.

New Business:

- Snowbird chairlift – Forrest
The Board approved the expenditure and a down payment was made to the vendor. Soil measurements were made and the soil structure approved for construction. The electrical design is being reviewed with the PUD.
- Results of the Sorting Team: - Sullivan
See report as the last item in these minutes

Updated list of Potential Capital Projects:

New projects are shown highlighted in yellow on the list of potential future projects found at <http://www.tahoedonner.com/member-area/capital-projects/future-potential-projects/>.

Project Task Force updates:

ACTIVE - Task Forces typically meet prior to the GPC meeting and report on progress at that time. The following is a list of active GPC projects and their task force leaders (leader names are underlined):

- Trout Creek Space Reallocation – Stubbs, Bledsoe, Murrell, Levine, Ferguson, Winther, Huisman
In a Task Force meeting on April 19, attended by John Stubbs, Courtney Murrell, Benjamin Levine, Kyle Winther, Forrest Huisman, and Miguel Sloane, there was consensus that Phase 1 of construction of the Trout Creek expansion should include the 670 Mitigation Option described in the March 30 Decision Paper in the Member Impact Mitigation Plan. Under this option the 670 additions, the enclosure of the walkway outside the current Kids Club room, and the Kids Club room expansion are shifted to the first phase of construction
This construction will be sequenced to preserve use of the existing Kids Club room, and the NE emergency exit route at the back of the Kids Club room as long as possible. It is understood, however, that at some point before the end of Phase 1, work on expanding the Kids Club room by wall removal will be initiated in these areas and at that point the Kids Club room will not be available for use.
Construction would also be sequenced to preserve the existing weight room walls as long as possible. It is understood that tarpaulin partitions will be necessary during portions of this construction to preserve use of the existing weight room.
The goal of this sequence is to create an exercise space of approximately 1400 SF at the east end of the facility, including the current Kids Room, that can be used for fitness classes during Phase 2. This space would be accessible through the existing exterior door during

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Phase 2. Also, with completion of Phase 1, there would be approximately 1900 sq ft of space available in the west (poolside) wing for locating weight and cardio equipment for member use during Phase 2 construction.

Forrest Huisman has had Siteline incorporate this option into their 4/16/18 Remodel Plans and has submitted an Application to the Town of Truckee Planning Commission for a Public Hearing. The Hearing has been scheduled for June 19 at 6 PM at the Town of Truckee building on Truckee Airport Drive

- Cluster Mailbox Consolidation – Rohrback, Fajans, McGregor

The Board Liaison has requested the Task Force to evaluate the idea of adding one new mailbox per property at a single location (Zurich) on a TD section by section basis over a period of several years. This would require laying out the Zurich location for all 6470 boxes but adding them in stages. Since this conforms to the USPS request, it is hard to see that they could refuse to cooperate.

One GPC member pointed out that this idea would waste valuable capital funds as the analysis by the task force has pointed out.

- Association Master Plan/Capital Projects Process – Sullivan, Meek,

The Capital Projects Process (CPP) describes the process for implementing large capital projects that are paid for by the Development Fund (DF). After two years of using this process, several improvements have been suggested. A revised Stage 1 of this process is proposed (see attached) along with a description of how it works.

The Task Force requested GPC approval to present this to the Board. Jim Beckmeyer moved to approve and Courtney Murrell seconded the motion. The motion passed unanimously.

- Communications Task Force – Meek, Don Koenes, Courtney Murrell, Benjamin Levine, Michael Sullivan

The second edition of the Capital Projects Update Eblast was sent to subscribing members on April 20th. GPC task force leaders are requested to provide updates on their task forces by Friday, May 11, for the third edition that will send during the week of May 14th. New input for the Capital Projects section of the Tahoe Donner website was produced and implemented during mid-April. Input for a Flash Vote eblast related to Capital Projects is underway

- Downhill Ski Resort Task Force – Beckmeyer, Aldridge, McClendon, McGregor, Meek, Miller, Murrell, O'Neil, Rohrback, Huisman, Salmon, Sloan, McCray, Etnyre, Sullivan

ECOSign's final report arrived in April. Jim will call a mid-month conference call for Task Force members to share their observations. Courtney is the only Task Force member to have gotten through the 110-page report (to date). Courtney shared the content is consistent with our iterative process used with ECOSign since their preliminary report publication.

The Task Force confirmed its recommendation for replacing the current lodge. While there isn't an immediate answer as to how to determine sizing needs, two of our Task Force members provided thoughts on approach.

First up was Rob McCray. Rob took a methodological approach, including key decision-making elements for analysis, and bottom line variables to be considered as we are narrowing down our focus on lodge decisions.

Michael Sullivan then walked through an enhanced summary slide (from last month's meeting) providing lodge sizing options.

During our conversation, we agreed we do not need to come up with a specific lodge size at this time. We are a year or two away from that point. We did settle on a range of sizes that would accommodate 550 people on the low end, and 1300 on the high end. Using Michael's options chart, that would approximate lodge square footage from 18k to 23.5k. Leveraging our planning spend per square foot number of \$600, this equates to lodge spend of ~\$11M to \$14M.

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Members of the GPC weighed in during the GPC Task Force review. In general, there was agreement we should learn from our past, ensuring we plan and build for the future.

- Demographics Task Force – McCray, Koenes, Beckmeyer, Maciejewski, Sullivan
Demographics Task Force is in the stage of information-gathering and organizing with staff
- Equestrian Relocation – Meek
Construction is re-commencing with a June completion expected. This completes the re-location of the equestrian center.
- Employee Housing – Fajans.
See the attached report on the Mt. Housing Council.

New Project Teams – The following Task Forces were created in response to the Sort Team discussions:

- Snowmaking at XC & Snowplay – Miller, Sally Jones, Forrest Huisman, Michael Fajans
This project will become a part of a newly-formed ACAC Recreation Center Task Force. The attached slides show how we can use a small investment in snowmaking to satisfy the Need for reliable financial performance. This investment can be expanded to improved financial performance as capital funds become available.
- Golf – McGregor, Forrest Huisman, Jim Stang, Jim Beckmeyer, Corey Leibow, Brian Gauney, Pat Gemma, Kevin Kuehne, James Murtagh
Forrest is preparing a Decision Paper for the next TD Board meeting to request funds for a Golf feasibility study focused on environmental/biological issues and concerns. Forrest has written a PIP and Decision Paper for presentation at the next Board meeting. The DP asks for \$50,000 for the Biological Survey.

Results of the Sorting Team. The Tahoe Donner Association Financial Calendar includes an annual meeting to determine the priority of the Development Fund projects. Previously, project priority was decided by a team of three, but in the revised Capital Projects Process (see attached), this team has been expanded to four and re-titled the Sort Team. This group met and decided to re-format the project list as follows:

- Needs come before Wants. Needs include all ideas that improve Safety, Health, Code Compliance and Asset Protection; both physical and financial. Needs usually affect assets we already have whereas Wants generally are things that do not currently exist.
- Wants are to be prioritized by GPC teams that are organized primarily around Tahoe Donner Recreation Centers (see attached “Description of Recreation Centers”). This represents a change in the structure that makes the GPC more strategic since each team has an overview of the site. Each team will need to write a Master Plan for each site and will draw on the work of the Dudek and ECOsign consultants.
- Needs will still be addressed by the GPC teams on a project-by-project basis

During GPC discussion, it was noted that the work of writing a Master Plan for each site exceeds the capacity of a volunteer work force and outside consulting must be engaged.

Further discussion of team structures and consulting needs will take place at the next GPC meeting.

Adjournment:

The meeting was adjourned at 4:58 PM

Next Meeting:

June 4, 2018 at 3PM at NWCH Mezzanine.

Mountain Housing Council – One Year Update

I attended the One Year Update session of MHC on April 28th. The agenda topics included progress reports and/or discussion on the following subjects:

- Development fees and their impact on achievable local housing
- A regional opportunity map that identifies potential sites for new housing
- Regional adoption of first MHC policy recommendation – definition of Achievable Local Housing
- The impact of short-term rentals on the housing crisis

In terms of development fees, it has been determined that there are 18 different entities that have development fees on new housing. On average, they account for 5-6% of development costs. The Town of Truckee has shifted their fees to be proportional to size, not per unit regardless of size. This is a good start.

A team has been identifying and investigating public owned parcels that would be appropriate for development and could be used towards achieving the goal of more long-term rental housing.

There was considerable discussion about the impact of Short-Term Rentals (STRs) on the housing market and availability of long-term rental housing. Within the study area (school district), 36% of the housing is occupied by full-time residents and 60% by 2nd owners or STR renters.

Truckee has approximately 13,200 housing units. 12% or 1400 units are registered as STRs. Truckee thinks there is about 90% compliance with registration and payment of Transient Occupancy Tax (TOT). Of the 1,400 units, 800+ are in TD and only 35 in Glenshire. A Truckee representative reported that there has been an increase in 450 units registered and paying TOT in the last four years. This is a combination of more properties renting and more in compliance with reporting. Of Truckee's 12% TOT, 10% (roughly \$3 million last year) represents 15% of General Fund revenues, and the 2% which yielded \$600k is used for tourism promotion. STRs are more significant in Eastern Placer County (including Squaw, Northstar, North Lake Tahoe), generating \$18 million in TOT, 60% of which goes to tourist and visitor-oriented investments (bike trails etc.) and 40% goes to the General Fund. A portion of Truckee's revenue went toward affordable housing in the Railyards development.

Despite some understanding that STRs were adversely impacting long-term rentals, there is recognition that the basin is a tourism-based economy and there is support for property rights which include the ability to rent your home. Several cases were cited that doing STRs allowed people to afford their houses.

Nothing has been resolved, but there is beginning discussion on using a portion of STR fees or tax to support housing programs, and perhaps geographically limiting the number of STRs. It did get me thinking about STR fees and whether TD could have one that generated revenue that could go toward our amenity improvements (since there is perception that renters are overcrowding certain amenities).

In sum, no great breakthroughs in the first year, but good progress toward problem identification and report that \$40 million has been generated for housing.

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CPP Stage 1, 2018 Revision.docx 5/2/18 9:22 AM

The Capital Projects Process (CPP) - The process by which the Tahoe Donner Association has been making capital improvements for years has been documented for consistency and clarity. In the spirit of “continuous improvement”, this document incorporates the following improvements into **Stage 1** of this process:

- *Build in a specific reference to member & stakeholder input*
- *Tie the process to the Capital Funds Projection (CFP)*
- *Clarify which parts are process steps and which are outputs (documents)*
- *Add definitions of all terms and abbreviations*
- *Rename the team that sorts and prioritizes projects as the “Sort Team”*
- *Add the Chair of the Finance Committee to the Sort Team*

Attached is a flow chart that includes the improvements. It describes the following steps:

New Ideas Ideas for improvement can come from anywhere: Members, guests, users, staff, etc. These are the “stakeholders” of Tahoe Donner i.e. they have a vested interest in our future and our welfare. Ideas can be submitted to the Board, the Director of Capital Projects (DCP), the Member Services Center, the General Plan Committee or simply fill out a comment card at any of the amenities. All ideas will be placed on the Master Capital Projects List (MCP) by the DCP. On a periodic basis, the Sort Team will meet to review the ideas and sort them into the categories shown in the flow chart. The ideas are then assigned as appropriate, for instance, Operational suggestions are given to the General Manager; New Capital Spending ideas are given to the General Plan Committee, etc. Some ideas are not further acted on and if the person who suggested the idea can be identified, they are notified. Examples of this would be if an idea already exists in Tahoe Donner or in Truckee or if the idea contradicts the governing documents of Tahoe Donner. The MCP is updated periodically and posted on the TD Website along with the lists of ideas that have been sorted and shelved (Already exists, Does not fit, Completed, etc.)

New Capital Project Ideas Ideas that involve Capital Spending are sorted into two categories: Needs are those things that must be done because they involve Safety, Health, Code Compliance or Protection of our Assets both physical and financial. Wants are the things that people would like to see added to what we already have today. The Needs and Wants are identified by the Sort Team and are communicated to the DCP and the GPC.

The Capital Funds Projection (CFP) The money to pay for Capital at Tahoe Donner comes from the Member Assessment. It is collected annually and placed into two “savings” accounts. The Replacement Reserve Account (RRF) pays for the repair and/or replacement of Existing Assets, which are recorded and monitored. This list of approximately 2,000 items is reviewed by the Board annually and items that are at the end of life are replaced. A Board policy requires that the Association keep enough money in this fund to pay for 25% of the replacement cost. Spending from this fund is not part of this process.

The **Development Fund (DF)** is intended to pay for new assets or for the replacement of large assets such as buildings. Spending from this fund is forecasted on the CFP schedule. Since the Association cannot borrow money and the Members have indicated a desire not to have special assessments, large asset purchases (like buildings) must be saved for. Under the current policy, each member contributes \$310/year to this fund for a total from all members of approximately \$2,000,000. At current market costs, this means it may take several years to save for a new building.

The Capital Projects Process (CPP) describes the execution of those projects that are funded by the Development Fund thus it only covers New Ideas that are large capital projects. Operational ideas and RRF projects are carried out by staff and a list of the active projects is shown on the TD website.

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4. Project Information Paper (PIP)

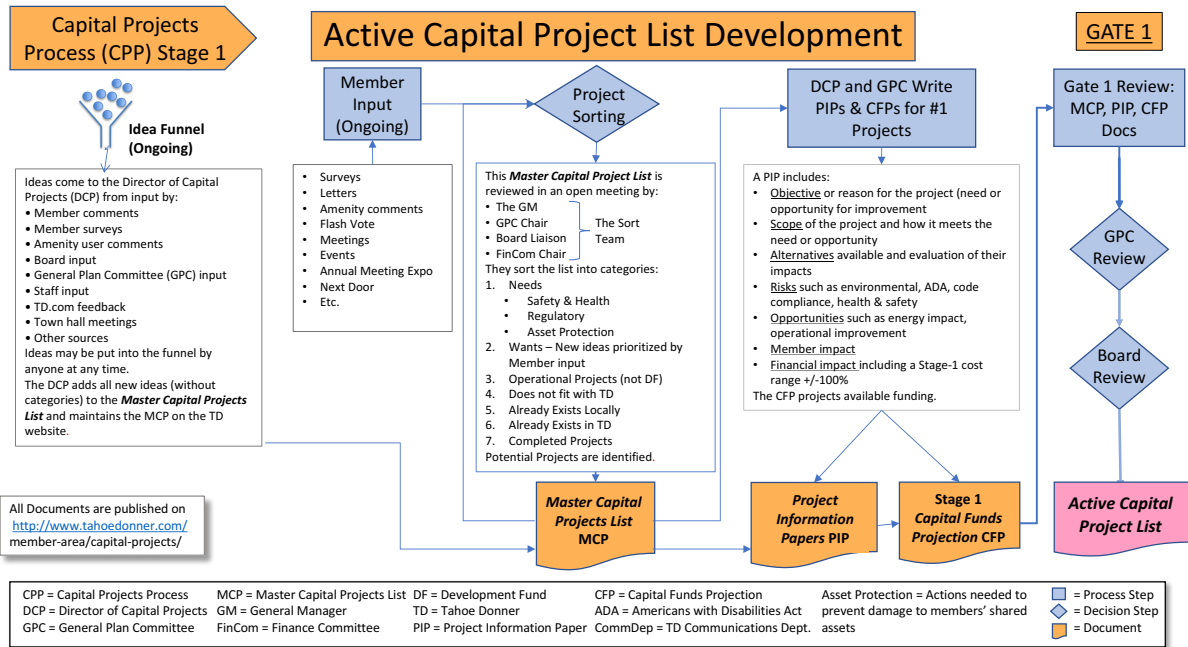
Usually DF projects are large, complex and strategic and may take several years to analyze and plan. For this reason, the Board will direct the General Plan Committee (GPC) to form a Task Force (TF) of staff, volunteers and outside experts perform the analysis. This direction is formalized in a PIP that summarizes the project. The PIP is written by the DCP / GPC and approved by the Board. Once that happens, the project enters Stage 2 of the CPP.

FAQ

Q. How can I find out if my idea was accepted? A. Visit the TD website or come to a GPC or Board meeting and ask during the Member Comments portion of the agenda. If you cannot attend and want an answer in person, you can write to the GPC, the Board or call. Our info is posted in TD News and on the website.

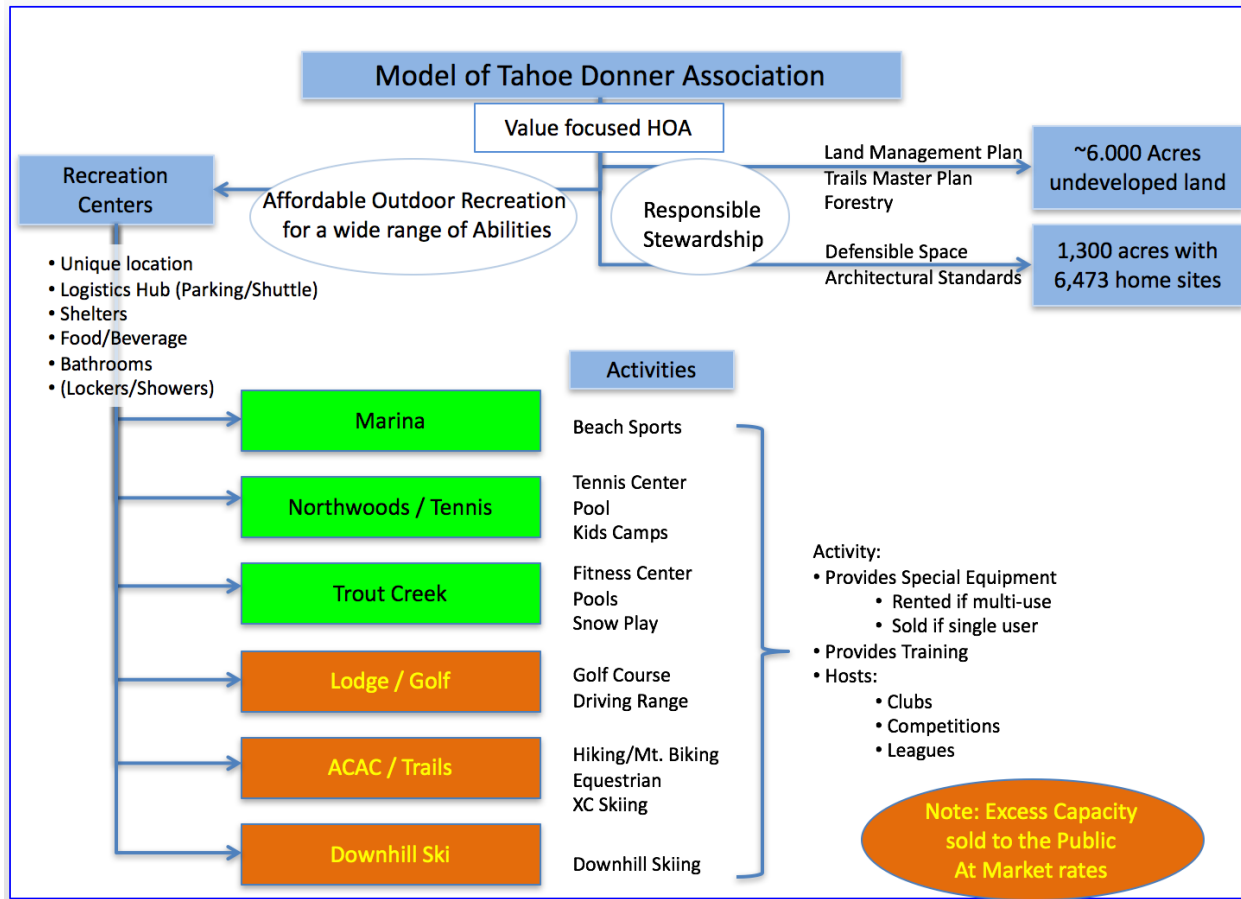
Q. What happens if my idea is rejected? A. Members may appeal to the Board at the monthly Board meeting

Q. How can I get involved in this process? A. The GPC meeting is open to all Members and Task Forces welcome Members who are willing to work.



Sort Team Results

Description Recreation Centers



GPC Task Forces:

- Cluster Mailboxes
- Seasonal Employee Housing – on hold
- ❖ Alder Creek Activity Center & Equestrian
- ❖ Clubhouse/Tennis Center
- ❖ Downhill Ski Resort
- ❖ Golf Course
- ❖ Marina
- ❖ The Lodge & Events
- ❖ Trails & Open Space
- ❖ Trout Creek Area
- Communications – supports all other task forces
- Demographics – supports all other task forces

In addition to carrying out those projects required to serve Tahoe Donner’s Needs, the Task Force is directed to write a “Master Plan” for the major Recreation Centers. The Wants are to be prioritized in the Master Plan.

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 5/1/2018	<h2 style="margin: 0;">DRAFT GUIDANCE FOR SUGGESTED DEVELOPMENT FUND PROJECTS</h2>
GPC Strategic Review	Suggestions from all Sources
Feasibility Studies to be performed by TDA Staff and Consultants	
	McGlashan Springs Parcel Utilization
	Undergrounding utility lines
	Member Only Gas Station
	Electric Vehicle Charging Stations at select Amenities
	New Storage Building at Forestry Facility to replace multiple storage containers
Mailbox Task Force	
Primary Focus	Prepare Master Plan for Cluster Mailboxes
Other considerations	Provide one mailbox for each TDA property owner
Housing Task Force	
Primary Focus	Consider all options for Seasonal Workforce Employee Housing
Other considerations	Coordinate with existing community efforts to provide additional Housing opportunities
ACAC Task Force	
Primary Focus	Prepare ACAC Master Plan
	Snowmaking
	Vaulted Toilet in Euer Valley
	Adventure Zone with archery zone, treehouse, zipline area, bike skills, disk golf
	Consider Phase 4 Equestrian Campus; Trailer Parking, dressage court, and improved boarder pens
Other considerations	Warming Hut character upgrades at (4) locations
	Back-up Power for ACAC
	Additional storage options for snowmobiles, signs, tools
	Upgrades to FIS Standards for International Nordic Races and Events
Clubhouse Task Force	
Primary Focus	Prepare NWCH Master Plan
	Accessibility Improvements at NWCH and Tennis Facility
	Trash Enclosure, Storage Room Addition, Rear Terrace leveling
	Parking Capacity Expansion
	Adventure Zone with archery zone, treehouse, zipline area, bike skills, disk golf
	Seasonal Ice Skating on tennis court
	Hot Tub near Pool
Other considerations	Expanded Recreation Hut
	Covered, outdoor Vending machines
	Heated walkway outside Pizza Entrance
	Reorganization of Administration Offices
	Improve Clubhouse offerings and activities, move administrative offices
	Indoor Tennis courts for Winter play
Downhill Ski Resort	
Primary Focus	Prepare DSR Master Plan and Business Plan (currently underway)
	Consider Member versus Public analysis
	Accessibility Improvements
	New or Expanded Downhill Ski Lodge
	Snowmaking Equipment at Eagle Rock
	Modify Ski Slopes to improve beginner experience
	Expand Summer Day Camps
	Lift Access to family-friendly gravity bike trails, bike park, beginner progressions (like NorthStar)
	Adventure Zone with archery zone, treehouse, zipline area, bike skills, disk golf

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Other considerations	Replace Eagle Rock Chair
	New Backside Chairlift
	Provide expanded parking at top of Eagle Rock Chair, accessible through green gate at SkiSlope
	Provide Gallery covers for Conveyors C2 and C3 for improved safety, operations, service levels
	(~25) New Ski in/Ski out residential properties, with new chairlift access into Sunrise Bowl

Golf Course Task Force	
Primary Focus	Update Golf Course Master Plan
	Accessibility Improvements
Other considerations	Consider Golf Course improvements to remain regionally competitive
	Water Conservation, 500K gallon water tank/well/pump/case/heads
	Shade structure over Driving Range Tee boxes

Marina Task Force	
Primary Focus	Update Marina Master Plan
	Accessibility Improvements
	Expanded Kitchen and terrace seating with shade structure
	Cooperative Agreement with State Park and beach access
	Agreements with TOT/Caltrans for improved on-street Parking
Other considerations	New entrance, signage, improved lighting
	Beach Bar on slab with power
	Third Dock south of existing Boat Ramp

The Lodge Task Force	
Primary Focus	Prepare Master Plan for The Lodge
	Replace Tent with new Conference Space and Restrooms
	Accessibility Improvements
	Replace sloping walkway with heated staircase and lighting
Other considerations	Install Roof structure over heated staircase
	Recycle and Refuse Improvements
	Back-up Power for Kitchen and Restaurant

Trails & Open Space Task Force	
Primary Focus	Update Trails Master Plan with all types of trail users and utilization, an updated dog leash policy, and trail access fee options
	Trailhead Parking and Restrooms at Glacier Way and Bermgarten
	Dog Park
	Accessibility Improvements at Campground
Other considerations	Extend Nature Loop upstream and adjacent to driving range, eliminate roadside path to TCRC
	Winter Trail expansions; Crabtree to Mustang, Lions Leap to Last Round up, Dog Trail ext.
	New TDA trail connector to the Town's phase 2 Trout Creek Trail
	Provide Community Garden and Composting Program
	Bridges at Coyote Crossing and Cowboy Camp
Rebuild and Maintain iconic Euer Valley barns	

TCRC Task Force	
Primary Focus	Prepare TCRC Master Plan
	Snowmaking at Snowplay
	Flushing restrooms for Snowplay
	Expanded Parking for Snowplay and Trailhead
	Additional Hot Tub
	Facility Expansion and Accessibility improvements (currently in TOT Planning)
Other considerations	Saline Upgrade
	Additional Lap Lanes
	Expanded Paver Terrace for Food and Beverage
	Indoor playground, day care, mini golf, and climbing wall

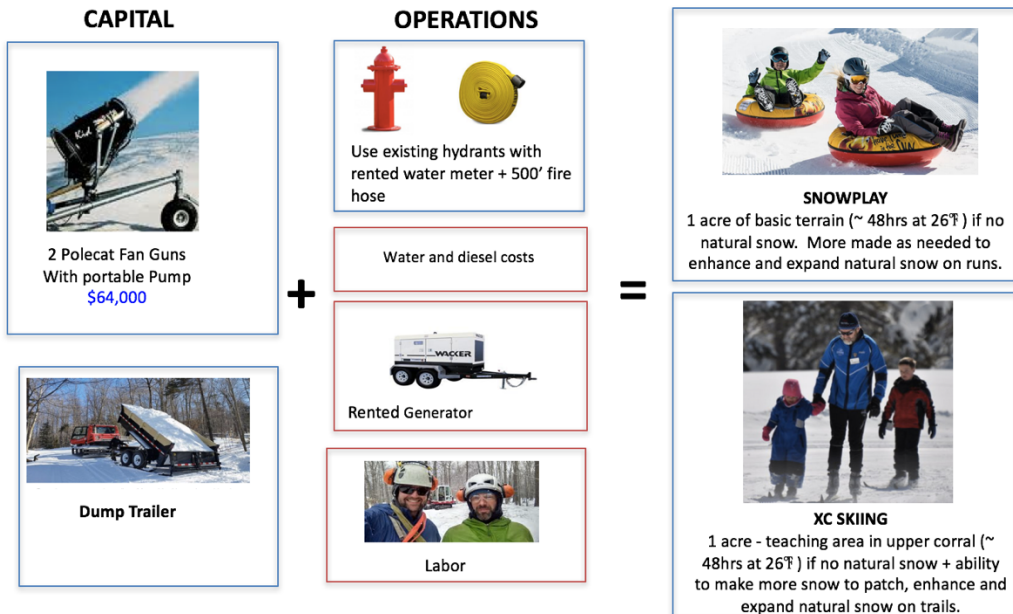
Snowmaking at Snow Play and Cross-Country



SNOWMAKING

\$100,000 Investment

Snowplay and XC guarantee to open for Christmas (Shared equipment)

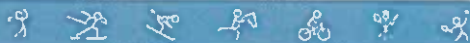


Upgrades would be recommended in future years

Per Resolution 2008-2, Committee Policy, please read the following:

1. Generally, committees will function to assist the Board by preparing policy alternatives and their implications for Board consideration.
2. Committees may not speak or act for the Board except when formally given such authority for specific and time-limiting purposes. Expectations and authority will be carefully stated in order to not conflict with authority delegated to the General Manager.
3. In light of the Association's management structure, committees shall not exercise authority over staff. While committees may offer advice regarding matters within their charge, actions within the purview of the authority delegated to the General Manager shall never require the prior approval of any committee.
4. Other than when the Board finds an exception appropriate, committee members shall be appointed for a finite term of two years (subject to reappointment) with said terms being staggered where practicable in order to promote continuity within the committee; unless no other committee members are willing to assume the duties of the chair, committee members may only serve as a committee's chairperson for a period of one continuous year; co-owners of a property and/or spouses shall not be eligible to serve simultaneously on the same committee; and immediate family members of current Board members shall not be eligible to serve on standing committees.
5. By November 1 of each year, it shall be the responsibility of each committee chairperson to submit to the Executive Assistant, for inclusion in the November board meeting agenda, a compilation of all requests received for either initial appointment or reappointment, along with the committee's recommendation with regard to such requests. At its November meeting, the Board shall receive and consider these compilations and recommendation in anticipation of acting upon them at its December meeting.
6. At its December meeting, the Board shall make the appointments/reappointments it deems appropriate and confirm the rosters of the committees, including those members entering the second year of their two-year term. The committees shall also submit for consideration at the December Board meeting an agenda of proposed activities for the year.
7. At their January meetings or as soon thereafter as is practicable, the committees shall establish their meeting calendars and elect their respective chairpersons for the upcoming year. Should no members wish to assume the duties of the chair, and the current chair is willing to continue in that role, the current chair may continue in that capacity for the New Year subject to Board approval. In preparation for the January Board meeting, the committee chairs shall submit a report to the Executive Assistant indicating meeting calendars and elected chairs. At its January meeting, the Board shall consider approval of the committees' activity agendas.

Accepted and Dated: December 20, 2008



From: Greg McDougall
Date: April 30, 2018 at 4:03:22 PM PDT
To: Jeff Schwerdtfeger
Subject: **Greg McD**

WARNING: This email originated outside of Tahoe Donner Association.
DO NOT CLICK links or attachment unless you recognize the sender and know the content is safe.

I am a retired trial lawyer who has sat on many for profit and non profit Boards. The last major one was the Watsonville Hospital Board.

I am also a past TD Board President with 4 years on that Board .

Sent from my iPhone



Tahoe Donner Association Committee Application Form

Name: <u>Paul Thomas</u>	
Committee of Interest: <u>Member Engagement Committee</u>	
Current Committee Member: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	New Applicant: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Years of Service: _____	
If your term is expiring, would you like to renew your membership? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Statement of Interest to renew membership: <i>*Note: Not required if you are a new applicant.</i>	
Current Task Force Member: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
If so, which Task Force: _____	Years of Service: _____



Per Resolution 2008-2, Committee Policy, please read the following:

1. Generally, committees will function to assist the Board by preparing policy alternatives and their implications for Board consideration.
2. Committees may not speak or act for the Board except when formally given such authority for specific and time-limiting purposes. Expectations and authority will be carefully stated in order to not conflict with authority delegated to the General Manager.
3. In light of the Association's management structure, committees shall not exercise authority over staff. While committees may offer advice regarding matters within their charge, actions within the purview of the authority delegated to the General Manager shall never require the prior approval of any committee.
4. Other than when the Board finds an exception appropriate, committee members shall be appointed for a finite term of two years (subject to reappointment) with said terms being staggered where practicable in order to promote continuity within the committee; unless no other committee members are willing to assume the duties of the chair, committee members may only serve as a committee's chairperson for a period of one continuous year; co-owners of a property and/or spouses shall not be eligible to serve simultaneously on the same committee; and immediate family members of current Board members shall not be eligible to serve on standing committees.
5. By November 1 of each year, it shall be the responsibility of each committee chairperson to submit to the Executive Assistant, for inclusion in the November board meeting agenda, a compilation of all requests received for either initial appointment or reappointment, along with the committee's recommendation with regard to such requests. At its November meeting, the Board shall receive and consider these compilations and recommendation in anticipation of acting upon them at its December meeting.
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Accepted and Dated: December 20, 2008



From: Nessel
Date: April 30, 2018 at 4:26:01 PM PDT
To: Jeff Schwerdtfeger
Subject: Member engagement committee

**WARNING: This email originated outside of Tahoe Donner Association.
DO NOT CLICK links or attachment unless you recognize the sender and know the content is safe.**

Jeff,

Bellow is a copy of my message to Jeff Connors:

“Jeff, Just watched the discussion related to the Member Engagement Committee. I missed the spot on the application form for my bio, but emailed a brief bio to Megan. My apologies for the error. We have been full timers for 28 years & I was the Chairman of the Covenants Committee for 16 years. I retired from Pacific Bell as an Administrative Manager, having management level Sales & Service Representatives reporting to me. In any event, as we discussed earlier, if you have enough people for four voting members, please withdraw my application. Thanks, Paul Thomas”

Looks like Greg McDougal wants to be on the Committee, so if you accept him that should give you the 4 voting members. If, for some reason, you lose one of the 4 voting members, I will be glad to serve as a voting member, if accepted.

Thanks, Paul Thomas

MEETING MINUTES - TDGF Committee Meeting – April 3, 2018

Members Present: Jeanette Fagerskog, Linda Slattery, Suzanne Sullivan, Cathy Pelligrini, Tim Pelligrini
Location: Meadowood Room, Northwoods Clubhouse

1. The Meeting was called to order at 3:15pm by Suzanne Sullivan.
2. Minutes from March 6 meeting –No additions or corrections were made to the minutes
3. Treasurers Report Fund Balance – (carry over from March minutes) \$74,549.00. That includes the \$10,000 reserve and the \$38,500 to go into the scholarship fund
4. Committee Membership: Barbara Ramsey was approved for membership at last TD board meeting.
 - a. Jeanette Fagerskog will send invites to a celebration on May 15 to welcome new members and thank those who have left the committee
5. Secretary role: Now vacant; Cathy Pelligrini volunteered to take over the thank you notes with Jeanette Fagerskog as backup, Linda Slattery to take this month's minutes
6. Elements Update – Dick Gander shared an update on the status of our relationship with Elements and the committee had some questions that will be addressed with Dick Gander outside of the meeting. Elements has provided a generous auction item as well as a check. To cover general operating expenses.
8. Communications
 - a. TD News -
 - i. April - Thank you to our donors (Suzanne)
 - ii. May – No article – quarter to half page Save the Date
 - iii. June - Annual Dinner (Suzanne) and Concert Tickets (Dick)
 - iv. July – Scholarships (Barbara and Suzanne)
 - v. August - open Sugar Pine and Truckee Trails (Linda)
 - vi. September - Annual Dinner Results (Suzanne)
 - vii. October - open
 - viii. November - 2018 Grants & Year-end appeal (TBD)
 - ix. Year-end appeal (TBD)
 - b. Golf Tournament Invitational – want to add donation request on registration
9. Donor Reception – June 27 2018
 - a. Slide show – Tim Pelligrini
 - b. Food & Beverage – Suzanne Sullivan Contract in hand
 - c. Invite – Mike English
 - d. Mailing – Mary Podesta
 - e. Wine – Trevor Fagerskog
10. 2018 Annual Dinner July 11 2018.
 - a. Auction items collection underway
 - b. Credit card processing solution still an issue
11. Scholarship Review
 - a. Applications open for review April 2
 - b. Barbara Ramsey and Suzanne Sullivan to evaluate the 117 applications

- c. TTCF grant review scheduled for April 24 2018
 - d. TD Board review April 28 2018
 - e. TTCF approval May 1 2018
12. Meeting was adjourned at 4:45pm

13. The next Meeting May 1, 2018, 3 to 5 pm in the Meadowwood Room, Northwoods Clubhouse

Respectfully submitted: Linda Slattery

2018-05-17 Blue Ribbon Equestrian Panel Update

After months of panel meetings, followed by individual research and recommendations by panel members, panel chair Nan Meek and board liaison Jeffrey Connors met with staff and management on May 3 to review the panel's preliminary findings and discuss outstanding issues, to facilitate finalization of the panel's report.

After a brief review of the five points of the panel's mission, as stated in its charter, the following points were discussed:

1. Operations: Plans are underway for summer 2018 operations. Goal is to maximize boarding, summer camp and trail ride visitors for the greatest possible member participation and revenue generation. Horse access to trails was discussed in detail, and does not appear to be a limiting factor for operations. There have not been any complaints from non-equestrian member about arena use and its proximity to the Adventure Center, although concerns continue to be expressed by some equestrian members.
2. Revenue: The greatest potential for revenue increase is in the trail ride and horsemanship camp programs. Further development of these programs will continue.
3. Participation and appreciation: Panel members have proposed events such as a cowboy dressage clinic, a day of the horse, and children's movie viewing, to increase participation and appreciation both within TD and the wider equestrian community. Signage for and within the equestrian center will improve awareness, which underlies perception and encourages greater participation. Member experience recommendations will also be proposed in the final report.
4. Expense reduction: There has been so much effective work done by staff on this over the years that there is very little opportunity for improvement, although an option for manure removal or composting is still being sought.
5. Zero Net NOR by end of 2018: This goal appears unrealistic by end of 2018, as it takes time to market and fill existing revenue generating opportunities. In addition, two other factors influence Zero Net:
 - a. Cost allocations are a large part of the NOR picture, and are a wider topic than this panel can resolve. Further discussion prior to the final report is expected to provide more data.
 - b. Limited capacity to expand service offerings are a barrier to increased revenue generation, for two reasons: One, the TD equestrian center operates as one of numerous recreation activities at the Alder Creek Adventure Center, rather than a stand-alone equestrian business. Two, the seasonal nature of the operating season, for a year-round activity such as equestrian, limits the range of activities and their associated revenue-generating opportunities.
 - c. Public vs private use is a larger issue than just equestrian use, and is also beyond the scope of this panel.

Next steps are to schedule a review of the draft final report by panel members, followed by a panel meeting, in advance of the final report presentation at the June Board meeting.