

Elections Committee Meeting Minutes
March 27, 2018
Northwoods Clubhouse - Mezzanine Room 1:00 PM - 3:00 PM

Meeting Attendees

Bette Rohrback
Karolyn Gander
Maureen Warmerdam
Megan Rodman (Staff Liaison)
Christina Schwartz (Marketing)
Lindsay Hogan (Marketing)

EC Mailbox activity and weekly assignments - update without Courtney

March 4 - Bette	April 1 - Bette	May 6 - Karolyn	June 3 - Karolyn
March 11 - Karolyn	April 8 - Karolyn	May 13 - Bette	June 10 - Bette
March 18 - Bette	April 15 - Bette	May 20 - Karolyn	June 17 - Karolyn
March 25 - Karolyn	April 22 - Karolyn	May 27 - Bette	June 24 - Bette
	April 29 - Bette		

EC Membership recruitment plan

EC reviewed the plan and Marketing is proceeding accordingly. We will recruit one more week (April 3) in the e-blast for the permanent vacancy. If no applications received will put forward Maureen as a permanent member instead of alternate at the April meeting. Begin monthly e-blast notification of alternate position availability after the election concludes.

Finalize Candidate Packet

EC reviewed the packet. Minor updates will be made. Once completed, the packets will be provided to Member Services and will be posted to the website. On March 30, an Election specific email will be sent to TD membership announcing the 2018 Board Directors Election Candidate Applications are available. Notification will also be sent to the Board.

Printing and mailing of the Election Packets, EC discussed with Marketing the option of continuing to use the same printing company we have been using in the past (DynaGraphics) or move the process to Paul Baker Printing, the same company TD News uses. Based on the successful printing and mailing of TD News and a 13% savings for the Election Packet printing and mailing cost, EC decided to use Paul Baker Printing. To ensure that the packets meet specifications, EC will travel to Paul Baker Printing and physically inspect the printed Candidate Packets prior to mailing.

Introductory video guidelines

The guidelines will not be included in the candidate application packet. Candidates are advised of the time and approximate word limit and goal of 'putting a face with a name'. Content will be at their discretion.

Electronic Candidate Application Packet Name

2018 Board Election Packet Application OR 2018 Board Elections Candidate Application?

Decision: 2018 Board Directors Election Candidate Application. All materials will be updated to reflect this decision.

Marketing Activities

- TD News Article for May

Marketing has held one page for EC. April 10 is the due date for May TD News. It was decided to include a graphic representation of key upcoming dates in the Election cycle. Bette will identify dates and get to Marketing before the deadline. Lindsay and staff will create the graphics and return to EC for approval.

Refer members to new Process FAQ's on website and remind about updating mailing address if necessary before election packets are mailed on May 24. (Clarification - TD News mailing list is NOT the same as Accounting mailing list. Members can opt out of receiving hard copy of TD News)

We will also hopefully be able to include Flash Vote results re: engaging with candidates during the campaign. (See Flash Vote details)

- Slate of Candidates will be announced on May 2 in a TD e-blast, on TD media and on Next Door

- TD News Article for June

Current plan is for Marketing to conduct brief individual interviews with all seated candidates. Those interviews, along with the slate of candidates, will be the primary content of the June TD News article.

- New Election Process FAQ's

These will be available April 23 on the TD website. Marketing will use social media to push membership to the web to view.

- Flash Vote content and schedule

Based the EC input, Flash Vote created 2 sample surveys for review. EC decided to use the 4-question survey. The Flash Vote will be scheduled for April 9 - 10. Results will be available approximately April 11. The May TD News will include a summary of the survey results.

- Electronic candidate bulletin boards

This item will be presented for approval from TD Board of Directors at the April 28 meeting. If approved -

In the elections section on tahoedonner.com, the plan is to have an overview page with the slate of candidates with a link to each candidate webpage. On their page, the candidate will

have their photograph, link to their video, a link to their candidate statement and one link to a candidate provided .pdf document. The intent of the .pdf posting is to have membership learn more about the candidate, candidate events and candidates' issues. It is NOT intended to foster or permit attacks on other candidates. In order to have a .pdf linked to the candidate's webpage, the candidate must send a .pdf to the EC mailbox. The size of the .pdf must not be larger than 2 megabytes. Each candidate can only have one .pdf posted per week during the campaign season. If the candidate wants to have a new or replacement .pdf posted, the .pdf must be sent to the EC mailbox by Monday during the campaign cycle. It will be posted within approximately 24 hours of receipt. The EC reserves the right to refuse to post a candidate's .pdf due to size requirements, timing/frequency of updates, attacking another candidate, or untruthful statements. If not posted, the candidate will be informed of the reason why it was not posted. Based on the timing of receipt of candidates' statements, video, and photo the web structure will be in place by May 3; Content will be accepted as submitted and web pages will be live by May 10.

Guidelines for candidate posting to their electronic web page will be developed similar to the Guidelines for Candidate Statements included in the Candidate Packets.

- Post-Election Process FAQ's to website

The draft FAQs will be reviewed and then provided to Marketing to post to website by April 23.

- April weekly e-mail blasts - April 3, 10, 17, 24

- Candidate Applications available
- Candidate Applications due April 30 @ 4 PM
- Link to Election Process FAQ's - beginning April 24

- Update on candidate video planning

Marketing is finalizing plans with videographer. After the candidate's video is complete, it will take approximately 4 days to process and post to the web. May 10 is the target to post the candidate videos to the web.

- Strategies to track complaints/issues that come up during the campaign

There are several opportunities to capture and maintain complaints/issues during and after the campaign season:

- Fill out TD comment cards (physical or on-line)
- Send complaint/issue to EC mailbox
- Post to tahoedonner.com/feedback

At the next TD amenity managers meeting, staff will be trained on what is allowed/not allowed at our amenities during the campaign season (based on our CC&R's and state law) and how to capture any campaign complaints/issues.

Solicit topic areas for Candidate's Night Forum

Discussion deferred to May 1 meeting.

Next Meeting

May 1 - 9:00 AM - 12:00 PM

EC and staff will review applications submitted in a timely manner for completeness and verify eligibility to stand for office. All candidates and the Board will be notified by the EC of their status.

Brent Collinson (Inspector of Elections) and Robert McClintock will be asked to join the next meeting for the last hour to review logistics/concerns re: the process going forward.



FINANCE COMMITTEE MEETING REPORT: April 19, 2018, NWCH

ATTENDANCE:

Members present: King, Ravano (by phone), Anderson, Eyton-Lloyd, Johns, Disbrow, Hunter, Stang (by phone)

Members absent: Dundas, Leibow,

Staff Present: Etnyre, GM; Salmon, DFA; Rodman, Admin

TD Board member: Bonzon

GPC Liaison: Koenes (by phone)

TD Member: Wu (by phone)

AGENDA ITEMS:

A. Call to order; 3:00pm, quorum present.

B. Member Comment: Comments from Johns stating that Tahoe Donner is **not** a publicly held company and should be confused with the financial and reporting requirements of one. We are a well-run Home Owners Association.

C. 4/19/18 Agenda and 3/15/18 minutes approved 7-0, Anderson not present yet (Disbrow 1st, Johns 2nd).

D. Review of March Financial Statements – Prior to the meeting, Salmon distributed a draft of the March financials. It showed that Net Operating Results are expected to be \$229,000 ahead of budget and only \$33,000 behind of last year's results. These results are much better than the first two months of the year. The big producers this month were the three snow amenities, whose combined NOR ended up at \$232,000 above budget. Down Hill Skiing and Cross Country each had record revenues and NOR for March. The other amenities were either slightly above or below budget. General expense was \$20,000 more than budget due to excess snow removal and high Board expense.

For the first three months of the year, NOR is \$345,000 behind budget and \$930,000 behind last year. This, of course, was due to the slow first two months of the year. As far as YTD HOA expenses, Communications are \$13,000 more than budgeted due to slow ad sales. Per Salmon, review of latest ad pace report shows ad sales look good for the rest of the year. In addition, Risk and Facility Admin expenses are higher than budget by \$14,000 due to accrual timing between months.

As of March 31st, Member's Equity is estimated to be \$1,946,000, which is \$700,000 ahead of the minimum operating fund reserve requirement.

April is pacing favorable to Budget, with current forecast of NOR favorable \$80,000 to \$100,000 to Budget.

E. Review of draft 2017 Annual report – Prior to the meeting, Salmon presented committee members and the Board of Directors a draft of the Annual Report. Based on input from both the Finance Committee as well as Board members, certain changes will be made to a few of the schedules. In addition, The General Manager and Board President will prepare a one-page message which will be included in the report. **The Finance Committee commended Mike Salmon on the good job he did preparing this report.**

F. Discussion Regarding Short-term Rental Cost Recovery – The Board of Directors asked the Finance Committee to review the cost of amenity use by Short Term Renters (STR). Our work included reviewing the cost per visit by guests of the Trout Creek and Marina amenities. A TD member provided his calculation of such costs which we reviewed. In addition, Salmon provided a schedule showing how he would calculate the same costs. After reviewing both calculations, the FC found Salmons calculation to be a much more refined calculation of representation of the actual cost, following the general methodology of the members input, but more refined in the calculations of each component. Salmon calculated that the combined fully absorbed net cost, per guest visit, of these two amenities was \$12.10. This compares favorably to the new unaccompanied guest usage rate of \$12.

Regarding this issue, the consensus of the FC is as follows:

1. TD currently doesn't have a way to calculate the number of guest visits to amenities that are due to STR. The GPC is currently reviewing guest card usage information to see if they can determine the number of STR guest uses vs usage by member guests.
2. The new \$12 rate is just in its first year. It's too early to determine the financial impact of this change.
3. The FC will work with the GPC during the budget process to see if they have determined a way to measure amenity usage by STR and if so, whether it would be appropriate to charge a different rate above the \$12.

The discussion also included our opinion that this isn't just a financial issue of guest usage of amenities but is in fact a bigger issue of Short Term rentals at Tahoe Donner. Etyre estimates that there are 800 Short Term Rentals currently in Tahoe Donner.

G. Miscellaneous Items

1. Golf rates update – Salmon presented a Decision paper prepared by staff with their recommendations for the remaining golf rates and fees that weren't approved by the TD Board at their March Board meeting. While the FC believes increasing all remaining rates, (which is what is being proposed) is not a good strategy until the golf course has a plan to improve its condition, the Committee voted 8-0 (King 1st; Johns 2nd) to approve Managements plan with the following changes:

- a. The Multi-Pack Prices should not be increased. The proposed 2% increase only

creates an additional \$1600 in revenue. We believe this small increase is not worth the potential aggravation and/or non-renewing members that is likely to result.

b. Last month, the Finance Committee suggested lowering mid to late afternoon rates to try to attract more golfers to fill empty tee times. The Decision Paper is recommending increasing these rates by \$5 and to have marketing place “some effort with focus on afternoon play”. We believe this is the wrong strategy. We recommend that a real marketing plan be developed to sell afternoon tee times and to lower the rates to make them attractive.

2. 2018/2019 Winter Passes – We reviewed the Decision Paper provided by Salmon which recommended a \$20 handling fee for child/super senior free passes as well as a few other minor price increases. The Committee voted 8-0 (Anderson 1st; Disbrow 2nd) to approve Managements Plan.

H. Capital Funds Projection update – Salmon led the discussion of an updated schedule of proposed Development Fund spending. This schedule is still subject to GPC review and Board approval. There were a few changes since the FC reviewed this schedule 3 months ago, including:

- \$90,000 for ski hill chair relocation and Eagle Rock shrouding was added,
- it was explained that costs for Galleries, Member Surveys, Mailbox Improvements and Seasonal Employee Housing, totaling \$310,000 may not happen.

I. Update on Equestrian Sub-Group – Here is the latest update from Nan Meeks, Sub-Group chair, that was read to the FC: “The members of the blue-ribbon committee have been gathering costs related to various proposed activities, and we are putting together “mini P&Ls” for each. None of them (to date) appear to be a solution to moving Equestrian to break-even, but several show great promise for outreach and PR both within TD and outreach to the wider equestrian community.

Various boarding and trail ride offerings scenarios are being conceived, which show more promise of impacting the bottom line.

On the cost containment subject, there has been so much good work done by staff on this over the years that there is little to no opportunity for improvement, unless there is an option for manure removal or composting that has yet to be discovered.

That’s it for the moment. Thanks for reaching out!”

J. Agenda Items for May meeting

- a. Comments on 2017 Annual Report
- b. Update on Board actions regarding accounting issues
- c. Replacement Reserve Fund update
- d. Report on new snow making ideas
- e. Update from the GPC

NEXT MEETING DATE: May 17th, 2018, 3:00 pm, NWCH

ADJOURNMENT: 4:35 pm; (Disbrow 1st; Johns 2nd) Approved 8-0

Prepared and Submitted by: Art King, FC Chair

Tahoe Donner Association Committee Application Form

Name: <u>Bob Julian</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: _____

Tahoe Donner Address:	
12545 Pinnacle Loop	Unit/ Lot Number: 06/519
Full-Time Resident: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Part-Time Resident: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Phone: (925) 708 - 9483	Email: bobxi@sbcglobal.net

Additional Information:


- **Current Committee Member**
 - All current committee members desiring reappointment, shall submit to the respective Committee Chair, a written request stating their interest in serving on a specific committee, and this Committee Application Form.
 - Reappointment requests will be review and approved by the Board of Directors.

- **New Applicant**
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Thank you for your interest in either wishing to continue to serve on a committee or your interest in joining a committee!

Signature: 

Date: 4/14/2018

Applicant Statement- Member Engagement Committee

I have been a board member of a Bay Area HOA for over 10 years, holding all offices---currently President. I was the lead director for updating the By-Laws and CC&R's using Berding and Weil, the law firm TDA is using for their update. I also had the lead on modifying the CC&R's to limit rentals. I was the focal point for getting the votes to pass both of these amendments. The rental one was particularly controversial. I was successful in passing both, which required at least half the members to vote---not easy to achieve.

I have BS and MS degrees in engineering. After 28 years in the profession, I retired early to manage my successful investment portfolio, which I continue to do today, along with a few investment accounts for others.

Bob Julian

April 14, 2018



Tahoe Donner Association Committee Application Form

Name: <u>Richard Mackler</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 checked="" 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: _____

Tahoe Donner Address:

14500 Copenhagen Dr, Truckee CA

Unit/ Lot Number: 3/315, 3/314, etc.

Full-Time Resident:

Yes

No

Part-Time Resident:

Yes

No

Phone: (530) 582 - 0965

Email: Richard.Mackler@gmail.com

Additional Information:

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Thank you for your interest in either wishing to continue to serve on a committee or
your interest in joining a committee!

Signature: _____



Date: April 13, 2018



High Level Resume for Richard Mackler

Initial employment was at Bell Telephone Labs developing Military Projects, z/OS Systems Programmer & building performance tools. At Pacific Bell he held positions of SysProg, performance tuning, Applications Architect & Manager implementing company-wide computer Security.

Taking an early retirement from PacBell he changed focus for 10 years to build his own companies including an adventure travel company, own/publish a dive travel magazine, teach skiing during the winters and travel the world during the summers working as an underwater photographer, SCUBA instructor and videographer and opened a Gallery in Truckee.

He then sold these companies and came back into the IT industry and held positions as Dir. of Production Services, AVP Computer Operations for two start-up companies & Chief Security Officer for an international bank. He holds a BS in Computer Science as well as MS degrees in Computer Science & Math.

Another software start-up company, at which he was a Principal, was then purchased by IBM where he lead the Lab Services Application Performance Management world-wide SWAT team working closely with Development, product management & Customers providing solution architectures & rollout planning for complex engagements. His final role at an executive level was driving Middleware Client Success programs as well as overall team focal point for key customer opportunities and escalations. With a team of SMEs across the Middleware portfolio, his team was often engaged in first of a kind sales and deployments, complex integrations and other high profile customer situations. For those situations that cross segments or business units across IBM, Rich facilitated and drove the right collaboration across the teams to ensure success.

This past winter Rich worked as a part time Ski Technician in the TD Downhill rental shop.

Experience Relative to Communication Committee Charter

A significant component of my role as owner of our adventure travel company was to find ways to reach out to the public and potential Customers to expand our business. This entailed finding creative ways to not only communicate effectively but to trigger their interest in reaching back to us. The same was true for our publication and generating interest on the part of potential advertisers.

In my role at IBM my business critical charter was problem resolution. When we had large Clients, such as Bank of America, TD bank, Bank of China, California DMV, etc., who wanted to terminate a relationship my role was to 'resolve' the issues. While there were technical problems I found that about 85% of the problem was really a result of poor communication and pent up frustrations and only 15% on true technical problems. I was responsible for establishing dialog with the CxOs and executive staff, as well as technical staff, to move forward finding a solution that consisted of both the Client and IBM working together to achieve resolution. This was based on a combination of excellent communication as well as quickly building a high level of trust.

In many of the roles I've held it was both challenging as well as rewarding to work with people or teams with *very diverse opinions or views* on a subject and find ways to 'make things work' to bring forward successful resolutions.

As a full time resident of Tahoe Donner and the town of Truckee for twenty three years I have observed a lot of good information made available by both, the town and TDA, be available but not fully reach the intended audience or if it did reach them it did not generate a bi-directional set of actions.

I believe the above are only a few examples of the skills built over a long career interacting with many teams that position me to provide a positive contribution to the Committee so we can get a more positive engagement with the overall TDA membership.



Tahoe Donner Association Committee Application Form

Name: <u>Gregory Mcdougall</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: <p style="text-align: center;"><i>*Note: Not required if you are a new applicant.</i></p>	
Current Task Force Member: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
If so, which Task Force: _____	Years of Service: _____

Tahoe Donner Address:	
13175 Skiview Loop	Unit/ Lot Number: _____
Truckee	
Full-Time Resident: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Part-Time Resident: <input type="checkbox"/> Yes <input type="checkbox"/> No
Phone: (530) 550 - 1744	Email: <u>mcdooggm@gmail.com</u>

Additional Information:

- **Current Committee Member**
 - All current committee members desiring reappointment, shall submit to the respective Committee Chair, a written request stating their interest in serving on a specific committee, and this Committee Application Form.
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**Thank you for your interest in either wishing to continue to serve on a committee or
your interest in joining a committee!**

Signature: Greg McDougall

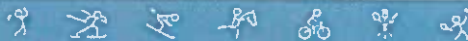
Date: 4/11/18



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





Tahoe Donner Association Committee Application Form

Name: <u>Mary Stevens</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: _____



Tahoe Donner Address:	
13582 Pathway	Unit/ Lot Number: 9/16
13566 Pathway	9/17
Full-Time Resident: <input type="checkbox"/> Yes <input type="checkbox"/> No	Part-Time Resident: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Phone: (415) 786-4757	Email: DrMary.Stevens@gmail.com

Additional Information:

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Thank you for your interest in either wishing to continue to serve on a committee or your interest in joining a committee!

Signature: Mary Stevens

Date: 16 April 18



Mary E. Stevens, PhD
13582 Pathway Ave
Truckee CA 96161

Professional Experience

- PhD Genetics 1984
- MBA 2006
- 16 years academic scientist; UCSF, Stanford, UC Berkeley
- 5 years Bayer Corporation; Principal Scientist II, Section Head Functional Genomics
- Retired 2004

Non-Profit Experience

- Boy Scouts of America
 - Executive Board and Executive Committee, Marin Council BSA 2000-present
 - VP Program 2000-2006
 - VP Membership/Relationships 2006-2011
 - VP Finance 2011-2013
 - Awarded highest level council recognition (Silver beaver 2004)
 - Western Region BSA Board 2008-present
 - Awarded highest level Regional recognition (Silver Antelope 2008)
 - National BSA
 - Chair Leadership Development
 - Lead team to write all BSA national leadership material for youth and adults (wrote 14 major BSA training syllabi)
 - BSA Foundation Committee member (fundraising and development)
 - BSA National Diversity Committee member
 - Created and implemented 3 National STEM initiatives at Jamborees, (major multi-partner STEM program, impacted 40,000 youth each)
 - Current Chair of new Task Force on Gender
 - Awarded highest level National BSA award (Silver Buffalo 2011)
- Board Member Big Brothers Big Sisters, 2004-2012
 - Led task force for merger of BBBS North Bay and BBBS Sonoma



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: _____



Tahoe Donner Address:	
14750 Tyrol Rd	Unit/ Lot Number: 11-26
Full-Time Resident: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Part-Time Resident: <input type="checkbox"/> Yes <input type="checkbox"/> No
Phone: (530) 582 - 8363	Email: nessal4129@gmail.com

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Signature: Paul Thomas

Date: 4-5-18

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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



MEETING MINUTES - TDGF Committee Meeting – April 3, 2018

Members Present: Jeanette Fagerskog, Linda Slattery, Suzanne English, 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 and a check.
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
 - c. Speakers - Need to finalize

11. Scholarship Review

- a. Applications open for review April 2
- b. Barbara Ramsey and Suzanne Sullivan to evaluate the 74+ 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



Scholarship Awards 2018

Information

Members representative of the various non-profits affiliated with the Tahoe Truckee Community Foundation (TTCF) met for five hours on April 24, 2018 to make scholarship decisions. Barbara Ramsey and Suzanne Sullivan represented the Tahoe Donner Giving Fund. In total, Barbara and Suzanne read and evaluated 118 scholarship applications from graduating seniors from high schools within the Truckee Tahoe Unified School District. The Giving Fund brought \$12,000 to the table.

At the February Board meeting we came before you to explain the history of GF scholarship awards and the then current plan for award distribution for 2018. We proposed and you approved a total of \$12,000. At that time we were thinking 3 awards of \$4000 each; however, given the large number of applications and the need presented in these applications, we have a different perspective and are therefore structuring the \$12,000 differently, plus we received an anonymous donation of \$500 to add to the mix. Please know all those at the decision-making table agreed with the new structure including the TTCF representative.

We may also need to restructure the awards for continuing scholars. In February we planned on four awards at \$2,000 each plus the one from the anonymous donor. While the chart below reflects that same structure, these awards are dependent upon verification of the students meeting the criteria, which will be unknown until spring grades are posted. We request you confirm approval of the total amount in order for us to move forward without coming before you yet another time.

Action

Following are our recommendations for scholarship awards for your approval today. Note: your approval must precede that of the TTCF Board of Directors who meet on May 1.

Number	Students	Amount
3	Graduates going to local Community College/Trade Schools	3,500.
3	Graduates headed to 4-year IHEs Designated anonymous Donation for	5,500. 500.
2	Graduates headed to 4-year IHEs and living at home	3,000.
	Total New Scholarships	\$ 12,500.
4	Continuing Awards	8,000.
1	Designated by Anonymous Donor	2,000.
	Total Continuing Scholarships	\$ 10,000.

Once the TTCF Board approves the scholarships and the graduates have been notified we will be free to share details of the recipients of our \$12,500. For the continuing awards, it may be late summer before they are finalized and made public.

Respectfully submitted by Suzanne Sullivan, TDGF, April 28, 2018

Tahoe Donner General Plan Committee – April 2, 2018 Meeting Minutes

Time and Location

3 PM in the NWCH Mezzanine

Call to order:

The meeting was called to order by the Chair at 3:05 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, Charles Wu, Rod Whitten, Benjamin Levine

Approval of Minutes

Nan Meek made a motion to approve the minutes of the March 5 meeting. John Stubbs seconded the motion. The minutes were accepted as written.

Member Input – Two letters were received in support of the Trout Creek project.

New Business:

- Snowbird chairlift – Forrest
Agreements were completed with the PUD, and with SkyTrac for structural, electrical engineering. The schedule is posted on the TD website under Capital Projects.
- Off-Season Activities – Sullivan
This new project was requested by Jeff Schwerdfeger. After review, it was determined that some projects already exist, some have been tried and abandoned due to adverse member input and some are already on the New Ideas list. In conformance with the Capital Projects Process, the remaining projects will be placed on the list and prioritized in the upcoming meeting of the “Evaluation Team”.

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 - The following projects are 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
At the Special Board of Directors meeting on March 30, the Board voted 5 to 0 to approve Phase 1, Phase 2, and the 670 addition and all accessibility improvements as detailed in the 2013 CASp report and proceed with a Town of Truckee Planning Commission hearing for agency approvals (project estimated at \$ 2.4 M).
This will result in an increase in usable space for cardio, weight, and free-standing stretching from the current 2250 to over 5000 sq. ft., an approximately 130% increase. Details are available in the 2018-03-30 Decision Paper for TCRC Expansion which can be downloaded at www.tahoedonner.com/members/capital-projects/active-projects-2/ (open the Trout Creek Expansion link and select 2018-03-30 Decision Paper)
- Cluster Mailbox Consolidation – Rohrback, Fajans, McGregor
At the April BOD meeting the task force plans to update the BOD on the status of the project and request that the Board cancel the project.
- Association Master Plan/Capital Projects Process – Sullivan, Meek,

Tahoe Donner General Plan Committee – April 2, 2018 Meeting Minutes

Nan and Michael met to revise the CPP in order to 1. Build in Member input, 2. Tie the process to the Capital Funds Projection (CFP), 3. Clarify inputs and outputs, 4. Add definitions and 5. Add the Chair of the Finance Committee to the team that sorts and prioritizes projects quarterly. A revised version will be circulated to the GPC for review at the May GPC meeting.

- Communications Task Force – Meek, Don Koenes, Courtney Murrell, Benjamin Levine, Michael Sullivan
- Downhill Ski Resort Task Force– Beckmeyer, Aldridge, McClendon, McGregor, Meek, Miller, Murrell, O'Neil, Rohrback, Huisman, Salmon, Sloan, McCray, Etnyre, Sullivan

The Downhill Ski Resort Task Force continues to focus on:

- Input for ECOsign's final report is due mid-April. This report contains their analysis and summary and will be posted on the TD website for member review.
- Progress on framework and corresponding station detail for a Member Open House. Current expectation is to host the event this summer.
- Development of a DSR business plan, spanning current to future state.
- Discussion Group sessions, available on member request.

Our April 2nd meeting focused on the lodge upgrade / replacement strategy, and options regarding recommend sizing. We have received a recent legal opinion that TD must comply with ADA (28CGR36) requirements. Two engineering studies indicate that any attempt to upgrade the current building to ADA standards would trigger necessary upgrades to electrical, mechanical and structural standards. (note, it was built 47-years ago before these standards existed) Both engineering firms advised that upgrading would cost more than replacement.

The next question to be addressed is “how big” should the replacement be? The Task Force recognizes that capital funds are limited, member annual assessment should be unaffected and member satisfaction is paramount. This issue will be studied with the objective of designing a building that optimizes the value to members.

Slides from this meeting are attached.

Demographics Task Force – McCray, Koenes, Beckmeyer, Maciejewski, Sullivan

Lead by Task Force Chief Data Scientist Don Koenes, the task force is collaborating with TDA staff to discover and organize data necessary to understand user volume and categories for TDA pass-restricted facilities. Jesse Strzok is the primary staff liaison. Don's notes from preliminary conversations with Staff include:

- *TD is not securing TOT reporting services; too expensive.*
- *Guest Card Use: TD tracks guest amenity admissions (count) as direct guests of owner on picture-ID card swipes, but cannot not distinguish guest-of-owner vs a renter when admission is via transferrable (non-picture) card.*
- *DTF needs to define peak use analysis needs.*
- *There is no tracking of use with amenity post-entrance; e.g., for Trout Creek, there is no tracking of weight vs. cardio vs. lap pool.*
- *Staff is impacted with operations through April. Reasonable expectations are that Trout Creek utilization can be addressed in March, followed by Beach Club Marina in April, with no further progress until May.*
- *Current status on Trout Creek data: Jesse actively working; has 10 years' data in hand by year for no-access-fee admissions (Members w/Rec fee, Board passes, Employee passes, etc.).*

We have received two data dumps from staff and are working to normalize the data and endeavor to ensure that it is reliable and useful before dissemination.

Tahoe Donner General Plan Committee – April 2, 2018 Meeting Minutes

John Maciejewski is our informal liaison to the Short-Term Rental Task force. He reports that their current priorities are Trout Creek and the Beach Club Marina. We will support these priorities. The downhill and snowmaking projects are likely to be the next priority needs for usage data. All requests for demographic information from other Task Forces and GPC members should be directed to Don Koenes.

ON-Hold - The following projects are on hold. Activity will re-commence when needed:

- Equestrian Relocation – Meek
Report is suspended until the Spring
- Employee Housing – Fajans,
The task force continues to monitor regional activities.

Member Input - The following projects are reported by volunteer member groups. A PIP was written for each but not yet reviewed and approved by the Board. The Member groups have elected to meet using the CPP process and desire to report their findings to the GPC as follows:

- Snowmaking at XC & Snowplay – Steve Miller, Sally Jones, Forrest Huisman, Michael Fajans
- Golf – McGregor, Forrest Huisman, Jim Stang, Jim Beckmeyer, Corey Leibow, Brian Gauney, Pat Gemma, Kevin Kuehne, James Murtagh
A review of potential projects was initiated and an initial prioritization focused on projects which might be initiated within next few years (Priority 1 Capital Improvement Initiatives criteria). There is a balance between “needed” and wanted” and to provide support for enhanced playability, enriched golfer experience, increased player usage and ultimately support efforts to increase NOR—these are projects beyond scope of current 2018 approved Reserve Fund programs

Adjournment:

The meeting was adjourned at 4:18 PM

Next Meeting:

May 7, 2018 at 3PM at NWCH Mezzanine.

Tahoe Donner General Plan Committee – April 2, 2018 Meeting Minutes

Slides from the Downhill Ski Resort Task Force:

Does the Ski Lodge NEED to be replaced?

- **ADA – (28 CFR 36)**
 - We must comply – in the opinion of TD's lawyers
 - Modifications required to comply are massive
- **Other Codes**
 - The building was built long before current codes were written
 - It does not comply with current electrical, plumbing or HVAC codes
- **Other Issues**
 - Structural defects have developed over the building's 47-year life
- **Retrofitting the building would cost almost as much as replacing it**
 - Opinion of 2 Engineering firms
- **Retrofitting does not solve the space issue**

4/4/18 DHS Lodge topic 1

Where should the Lodge be located

- **Many options considered**
 - **Top of the Hill –**
 - Severe hill-top weather is not beginner friendly
 - **Annex**
 - Why do this if we are going to replace the lodge anyway?
 - Operationally in-efficient
 - **Bottom of the Hill**
 - Demo current building
 - Place new building in ~ the same footprint
 - Improve many things – inside space, hill access, bus access, ingress & egress, etc
- **Conclusion**
 - Replace the current lodge with a new lodge that serves our needs & wants

4/4/18 DHS Lodge topic 2

How big should the new lodge be?

- **Surge Pricing Assumptions**
 - We can limit the # of public users with surge pricing
(Other operational methods can also limit Public use at holiday times)
 - A price level can be set that is "revenue neutral"
- **Observation**
 - On bad-weather days, the current "user area" (Food service & Bathrooms) cannot comfortably serve 500 users/day (with their families)
- **Ecosign report user level**
 - The Member + Guest design level should be 550 users/day
 - Balancing the Lodge capacity to the other resort components = 1300 to 1700
- **Conclusion**
 - Size the Lodge for the optimum positive Member & financial impact

4/4/18 DHS Lodge topic 3

ECOsign Lodge size options

Current lodge size is 15,128 ft. sq.

Modified chart from the Ecosign report

# Users Peak Day	# Users Design	Building Size	Cost \$M@ \$600/sq. ft
1700	1300	23,500	\$ 14.1
1300	1000	19,300	\$ 11.6
1150	863	15,900	\$ 9.5
550	550	15,900	\$ 9.5

4/4/18 DHS Lodge topic 4