

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

**October 27, 2018**  
**Northwoods Clubhouse**  
**9:00 a.m.**

**AMENDED**  
**OCTOBER 18, 2018 (Item 6)**

This timed Agenda is prepared one week in advance of the meeting. The Board reserves the right to adjust this schedule during the meeting by adding, deleting, and/or moving matters as permitted by law. Association Board of Directors' meetings are open to members, but not the general public.

Members have the opportunity to make comments during each Agenda item in person at the meeting or via teleconference call. All board meetings are broadcast live. To watch board meetings live and for instructions on how to call into board meetings please visit the Tahoe Donner website at: <http://www.tahoedonner.com/members/governance/board-meetings/>.

Agenda items shall be designated either as an "Action" or a "Discussion" item. Items listed as Action will include discussion and are intended for the Board to make a determination on. Items listed as Discussion are intended to inform the Board on topics that might later be brought before the Board as Action items. *Board Resolution 2017-2.*

**\*This meeting is being recorded and broadcast live. \***



***Please silence your cell phone.***

**OPEN SESSION**

- 1. 9:00 a.m. Call to Order / Call for Quorum**  
(Jennifer Jennings, Board President)

**Opening Procedures:**

- Pledge of Allegiance

- 2. 9:01 a.m. Action: Approval of Minutes**  
(Don Koenes, Board Secretary)

- September 22, 2018 Regular Meeting Minutes
- October 19, 2018 Special Meeting Minutes

3. **9:05 a.m. Discussion: Executive Session Report**  
(Don Koenes, Board Secretary)

The Board of Directors will give Executive Session Reports from the regular Board Meeting on September 22, 2018.

4. **9:07 a.m. Member & Director Comments**

Property owners' comments are welcomed at this time for matters not on the agenda and are limited to three minutes. However, members may submit additional comments by email to the Board at [board@tahoedonner.com](mailto:board@tahoedonner.com). The Board president will recognize members to comment on agenda items as they occur. Members will have the option of making comments during the meeting in person, or via teleconference call. Members are requested to identify themselves and to include Unit and Lot Number or Tahoe Donner address. Directors and Staff are limited by law to brief responses and clarifying questions to matters not on the agenda. Directors may request Staff to report back to the Board concerning such matters and place the matter on a future Board agenda.

Board meetings are defined by the Davis-Stirling Act as a gathering of a majority of directors at the same time and place to "hear, discuss, or deliberate upon any item of business that is within the authority of the Board." (Civ. Code §4090.) A Board meeting is a meeting of the corporation's Board of Directors' to conduct business of the corporation.

5. **9:20 a.m. Action: Set Process for Filling Board Director Vacancy**  
(Board of Directors)

The Board of Directors will set a process for filling a board director vacancy.

6. **9:40 a.m. Action: Appointment of a Member to Fill Board Director Vacancy**  
(Board of Directors)

[The Board of Directors will consider appointing a Member to the Board Director vacancy.](#)

7. **9:55 a.m. Action: Consent Calendar**

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

- Tahoe Donner Giving Fund – Approval of Jennifer Jordan, Catherine and Tim Pellegrini as full-time members
- Tahoe Donner Giving Fund – Approval of Marcia Argyris and Kim Watson as alternates
- Tahoe Donner Giving Fund Grant Awards
- New Year’s Fire Works at Downhill Ski Area

**8. 10:00 a.m. Committee / Task Force Reports**

The Board of Directors will review the Committee / Task Force written minutes and reports as a routine monthly procedure, with no board discussion or action anticipated. Specific request from chairs for board Action or Discussion will be agenzized as separate topics. Routine committee membership adjustments will be placed on the consent calendar.

- Architectural Standards Committee
- Covenants Committee
- Elections Committee
- Finance Committee
- General Plan Committee
- Member Engagement Committee
- Tahoe Donner Giving Fund Committee
- ASO/ASC Task Force
- Equestrian Blue-Ribbon Panel Task Force
- Short-Term Rental/Amenity Access Task Force

**9. 10:05 a.m. Action: Update Operating Fund Policy**  
(Mike Salmon, Director of Finance and Accounting)

The Board of Directors will discuss and consider approving the updated Resolution 2013-4, Operating Fund Policy.

**10. 10:20 a.m. Action: Treasurers Report**  
(Jeff Connors, Board Treasurer)

The Board of Directors will hear the quarterly Treasurer’s Report.

**11. 10:30 a.m. Action: Fund Balance Transfer – Operating to Capital Fund(s)**  
(Mike Salmon, Director of Finance & Accounting)

The Board of Directors will discuss and consider approving the transfer of funds from the operating fund to the capital fund.

**12. 10:45 a.m. BREAK**

- 13. 10:55 a.m. Discussion: AB 2912 Briefing**  
(Mike Salmon, Director of Finance & Accounting)
- The Board of Directors will be briefed on the new California bill AB 2912 that will go into effect on January 1, 2019.
- 14. 11:10 a.m. Action: Additional Insurance Coverage and Change to Deductibles**  
(Annie Rosenfeld, Director of Risk Management and Real Property)
- The Board of Directors will discuss and consider taking action on additional insurance coverage.
- 15. 11:25 a.m. Action: Approval of 2019 Budget**  
(Mike Salmon, Director of Finance & Accounting)
- The Board of Directors will discuss and consider approving the 2019 Budget.
- 16. 12:30 p.m. LUNCH WITH THE MEMBERSHIP**
- All members are invited to join the Board of Directors for lunch provided by Pizza on the Hill. The Board Meeting will resume promptly at 1:00 p.m. to agenda item 17 – Short-Term Rental Rules.

**OPEN SESSION**

- 17. 1:00 p.m. Action: Short-Term Rental Rules**  
(Annie Rosenfeld, Director of Risk Management and Real Property)
- The Board of Directors will discuss and possibly take action on revised STR rules. The Board’s options include adopting revised rules or sending revised rules out for another 45-day member comment period.
- 18. 1:45 p.m. Key Performance Indicator Report**  
(Robb Etnyre, General Manager)
- The Board of Directors will be given an update on Association operations.
- Action: Unaudited 2018 September Financials**  
(Mike Salmon, Director of Finance & Accounting)
- The Board of Directors will be provided with and consider approving the unaudited financial results for September 2018.
- Discussion: Emergency Preparedness**

(Annie Rosenfeld, Director of Risk Management and Real Property)

The Board will be provided with an update on the Association emergency preparedness plan.

## EXECUTIVE SESSION

**19. 2:05 p.m. Executive Session**

The Board is allowed to meet in "executive session" to discuss certain topics. (Civil Code §4935).

The Board of Directors plan to meet in Executive Session to discuss the following:

- Appeal
- Formation of Contracts
- Legal Issues
- Personnel Issues

## OPEN SESSION

**20. 3:35 p.m. Action: Award Contract for Trout Creek Recreation Center Remodel**  
(Forest Huisman, Director of Capital Projects)

The Board of Directors will consider awarding a contract for the Trout Creek Recreation Center Remodel project.

**21. 3:45 p.m. Action: Elrod Grant Easement**  
(Robb Etnyre, General Manager)

The Board of Directors will review and consider approving granting an easement over Carpenter Valley road.

**22. 4:00 p.m. Adjournment**

The next regularly scheduled board meeting will take place on **November 17, 2018** at the Northwoods Clubhouse, Mezzanine Room.

### Tahoe Donner Committee Meeting Schedule

- Architectural Standards Committee

- Next Meeting – November 14, 2018 9:00 a.m.
- Covenants Committee
  - Next Meeting – November 8, 2018 at 3:00 p.m.
- Elections Committee
  - Next Meeting – No further meetings have been scheduled at this time.
- Finance Committee
  - Next Meeting – November 15, 2018 at 3:00 p.m.
- General Plan Committee
  - Next Meeting – November 5, 2018 at 3:00 p.m.
- Member Engagement Committee
  - Next Meeting – November 1, 2018 at 9:00 a.m.
- Tahoe Donner Giving Fund Committee
  - Next Meeting – November 6, 2018 at 3:00 p.m.
  
- ASO/ASC Task Force
  - Next Meeting – No further meetings have been scheduled at this time.
- Equestrian Blue-Ribbon Panel Task Force
  - Next Meeting – Working groups are meeting individually for specific tasks. A committee meeting will be scheduled after the summer season concludes.
- Short-Term Rental/Amenity Access Task Force
  - Next Meeting – No further meetings have been scheduled at this time.

**\*All Committee and Task Force meetings are held at the Northwoods Clubhouse. \***

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

Look for board meeting details and supporting documents online at:

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

Enroll in our electronic communication’s email opt-in program to receive official communications via email. <http://www.tahoedonner.com/update-your-profile/opt-in-to-go-paperless/>

*Megan Rodman*

*October 17, 2018*

Megan Rodman, Executive Assistant

Date