

AGENDA
TAHOE DONNER ASSOCIATION
REGULAR BOARD OF DIRECTORS MEETING

November 12, 2016
Northwoods Clubhouse
9:00 a.m.

To enhance the quality of information and scheduling, this timed Agenda is prepared one week in advance of the meeting, and the Board reserves the right to adjust this schedule during the meeting by adding, deleting, and/or moving matters as required and as permitted by law. Association Board of Director's meetings are open to members, but not the general public.

This meeting is being recorded.



Please silence your cell phone.

OPEN SESSION

SECTION

I. 9:00 a.m. Call to Order

Opening Procedures:

- Pledge of Allegiance

Social Media Update

(Brinn Talbot, Director of Marketing)

- A brief high level summary will be provided of issues and topics that impact Tahoe Donner currently being discussed on various social media platforms.

II. 9:15 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 (board@tahoedonner.com). The Board president may recognize members to comment on agenda items as they occur. Members are requested to identify themselves and to include Unit and Lot Number. 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.

III. 9:30 a.m. Action: Approval of Minutes A

- October 7, 2016 Regular Meeting Minutes

IV. 9:35 a.m. Discussion: Committee Management B

- **Committee Task Reports** – Committee Chairs
Purpose: To update the Board on the status of 2016 assigned tasks and recent committee meetings.
 - Architectural Standards Committee
 - Covenants Committee
 - Elections Committee
 - Finance Committee
 - General Plan Committee
 - Tahoe Donner Giving Fund Committee

OPEN & PENDING ITEMS

V. 9:45 a.m. Discussion: Committee Rosters and Committee Goals C

The Board will be provided with updated committee rosters for each of the chartered Tahoe Donner Committees.

VI. 9:55 a.m. Action: Consent Calendar D

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 or Staff 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 Consent Calendar.

- Downhill Ski Area Maintenance Work Truck
- Conversion of Architectural Standards Office property files to digital files
- Investment Broker addition (Eaton Vance)
- Resignation of Jewlez Vaio from the Covenants Committee
- Appointment of Nick Sonder as a new alternate member to the Architectural Standards Committee

VII. 10:00 a.m. Discussion: Coverage Calculation Policy **E**
(Rod Whitten, Architectural Standards Committee Chairman)

The Architectural Standards Committee implementation and enforcement of the rules on coverage have evolved in an unrecorded manner to meet changes both in building practices and building materials, as well as constantly changing building codes. Therefore, the ASC has decided to review and modify Coverage in the context of the current effort to update, clarify, and simplify our Rules and Maintenance standards.

VIII. 10:15 a.m. Action: Director of Finance & Accounting Report **F**
(Mike Salmon, Director of Finance & Accounting)

- 2016 September Financials

IX. 10:45 a.m. BREAK

X. 10:50 a.m. Discussion: Tahoe Donner Community Solar Share Project **G**
(Director Darius Brooks)

The Board will discuss the opportunity and interest in creating a community solar share project (solar garden) within Tahoe Donner.

XI. 11:05 a.m. Discussion: California Proposition 64, Marijuana Legalization **H**
(Annie Rosenfeld, Director of Facilities and Risk Management)

The Board will review the post-election status of California proposed bills and how state and local policies might impact Tahoe Donner.

XII. 11:25 a.m. Discussion: Board of Directors Amenity Access Policy **I**
(Board of Directors)

The Board will discuss creating an official Amenity Access Policy for current Board members.

XIII. 11:40 a.m. Action: GoldMine Software **J**
(Annie Rosenfeld, Director of Facilities and Risk Management)

The Board will be provided with decision paper to consider replacing the Goldmine Customer Relation Management (CRM) software utilized by Architectural Standards and Forestry departments, with a community development software.

EXECUTIVE SESSION

XIV. 12:00 p.m. Executive Session **EXEC**

The Board is allowed to meet in "executive session" to discuss certain topics. The Board is required to notify the Members of the date, time, location, and

agenda of each executive session Board meeting at least two days in advance but, unlike "open" Board meetings, non-director members are not allowed to attend executive session Board meetings. The Board may adjourn to executive session from an open Board meeting, or may meet separately in an executive session that is not held in conjunction with an open Board meeting. Immediately before adjourning to executive session from an open Board meeting, the Board shall announce the general nature of the matter(s) to be discussed in executive session, without detail and without compromising the confidentiality or privacy of the matter.

According to Civil Code §4935, the Board may meet in "executive session" for the following purposes:

to consider:

- litigation
- matters relating to the formation of contracts with third parties
- member discipline
- personnel matters
- to meet with a member regarding the member's payment of assessments
- to discuss a payment plan for delinquent assessments
- to decide whether to foreclose on a lien for delinquent assessments

The Board may also meet in "executive session" when appropriate to protect the Association's attorney-client privilege. *All* communications between the Board and the Association's legal counsel are protected by the attorney-client privilege (Evidence Code §950 *et seq.*); therefore, the Board may always meet with the Association's legal counsel in executive session, whether or not "litigation" is being discussed or considered.

Any matter discussed in executive session must be generally noted in the minutes of the immediately following meeting that is open to the entire membership. (Civ. Code §4935(e).)

- Topics for this month's Executive Session:
 - litigation

CLOSED SESSION

XV. 1:00 p.m. Appeal Hearing

OPEN SESSION

XVI. 2:00 p.m. Executive Session Report

EXEC

- XVII. 2:05 p.m. Discussion: Nonresident Voting in Truckee** **K**
(Director Darius Brooks)
- The Board will explore the subject of property owners in Tahoe Donner being permitted to participate in local Truckee political processes.
- XVIII. 2:20 p.m. Discussion: Employee Housing** **L**
(Robb Etnyre, General Manager)
- The Board will be updated on the current status of seasonal employee housing for the Association, along with being updated on the current community discussion of workforce housing lead by the Truckee Tahoe Community Foundation.
- XIX. 2:35 p.m. Discussion: Fire Safety and Forest Health** **M**
(Annie Rosenfeld, Director of Facilities and Risk Management)
- The Board will be updated on the current Forestry programs related to dead trees, defensible space, and individual owner responsibility in maintaining healthy forest.
- XX. 2:50 p.m. Potential Future Board Meeting Agenda Items**
- XXI. 3:00 p.m. Adjournment**

The next Board meeting will be **Saturday, December 17, 2016** at the Northwoods Clubhouse.

Tahoe Donner Committee Meeting Schedule

- Architectural Standards Committee – November 16, 2016 9:00 a.m. (Northwoods Clubhouse)
- Covenants Committee – November 10, 2016 3:00 p.m. (Northwoods Clubhouse)
- Elections Committee – No future meetings have been scheduled at this time.
- Finance Committee – November 10, 2016 at 3:00 p.m. (Northwoods Clubhouse)
- General Plan Committee – November 7, 2016 at 3:00 p.m. (Northwoods Clubhouse)
- Tahoe Donner Giving Fund Committee – November 7, 2016 at 3:00 p.m. (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

November 12, 2016

Megan Rodman, Executive Assistant

Date