

MINUTES RECAP
TAHOE DONNER ASSOCIATION
REGULAR BOARD OF DIRECTORS MEETING

July 29, 2017
Northwoods Clubhouse
9:00 a.m.

I. Call to Order / Call for Quorum

1. Introduction of the New Board of Directors: **No Action**

Jeff Connors, the Board of Directors President, introduced the new Board of Directors to the membership and each individual Director discussed their top 3 priorities/objectives while on the Board.

2. Approval of Minutes: **Approved 5 – 0**

The Board approved the June 23, 2017 Regular Meeting Minutes and the June 25, 2017 Organizational Meeting Minutes.

3. Executive Session Report: **No Action**

Jennifer Jennings, Board of Directors Secretary, reported that the Board of Directors met in Executive Session on June 25, 2017 and discussed the following:

- Personnel issue, no action was taken.
- Potential litigation, no action was taken.

4. Social Media Update and Tahoe Donner Association's Response: **No Action**

Derek Moore, Interactive Communications Manager, presented to the Board of Directors and to the membership a summary of comments and activities across all Tahoe Donner Association social media platforms and on NextDoor as an additional way to stay abreast of emerging issues among the membership.

The Top Five Posts on NextDoor were:

1. Special Event Tent
2. Dead Deer
3. Short Term Rentals in Tahoe Donner
4. Transparency
5. Deer Crossing Signage

Tahoe Donner Posts:

- Safety Information for – fireworks, fire pits and fire safety

- Drone use on Tahoe Donner owned property and other private property
- CalFire RAWS Weather Station
- Winter Storm Damage – forestry and architectural standards update
- Small contained fire in the Trout Creek Recreation Sauna

II. Committee Management

1. Committee Task Reports: No Action

The Chairs of the Elections, Finance, General Plan and Tahoe Donner Giving Fund Committees provided brief updates from recent committee meetings to the Board of Directors on current happenings.

2. Committee Term Renewals & Charters: Approved 5 – 0

The Board of Directors voted to create a new committee to review the following:

- | | |
|--------------------------------|--------------------------------|
| • Committee Charters | • Committee term renewal cycle |
| • Alternate vs. Full members | • Duration of terms |
| • Off Hill vs. On Hill members | • Committee Chair elections |
| • New vs. Old members | • Measure of Effectiveness |
| • Number of Members | |

IV. Board of Directors Meeting Schedule and Governance Policies:

The Board of Directors by consensus agreed upon the following dates for the next two Board meetings. The rest of the schedule was not approved.

- September 2, 2017 Regular Board Meeting
- September 23, 2017 Regular Board Meeting

The Board of Directors discussed, but did not take action on the following governance policies:

- Board of Directors 2017-01 Amenity Access and Discounts Policy
- Board of Directors 2017-02 Expense Reimbursement Policy

1. Five Year Review of Administrative Resolution 2017-1: Approved 5 – 0

The Board of Directors approved Administrative Resolution 2017-1 – Assessment, Collection, Delinquency and Foreclosure Actions.

V. Delegation of Certain Authority to the Board President: No Action

The Board of Directors discussed and heard feedback from the membership regarding delegating certain authority to the Board President to direct the General Manager.

VI. Association Key Performance Indicators Update: No Action

The Board of Directors was provided with reports on various Association key performance indicators by Tahoe Donner Association Senior Management.

VII. Working Lunch

1. Board and Association Communication: No Action

The Board of Directors reviewed and discussed their current methods used to engage the membership and methods in which the membership can provide feedback, NextDoor being one of those methods.

2. 2018 Budget Process: No Action

The Board of Directors reviewed, discussed and by consensus, approved items 1 – 9 included in the 2018 Budget Guidance report for the upcoming budget cycle review process.

3. Special Event Tent at the Lodge Restaurant & Pub: No Action

The Board of Directors discussed next-steps following the preview of the proposed replacement special events tent for The Lodge Restaurant & Pub.

4. Tahoe Donner Association Trails Update: No Action

The Board of Directors heard a presentation from Annie Rosenfeld, Director of Facilities and Risk and Real Property regarding an update on Tahoe Donner Association trails.

5. Covenants Rules and Enforcement Processes: No Action

The Board of Directors heard and discussed a presentation from Annie Rosenfeld, Director of Facilities and Risk and Real Property regarding Tahoe Donner Association covenants rules, procedures and enforcement processes, and spoke specifically about policies regarding dogs off leash.

6. Compensation Study Update: No Action

The Board of Directors was given an update on the current status of the Compensation Study. A full report will be given to the Board and to the membership at the September 2, 2017 regular board meeting.

7. Association Master Plan – Project List Discussion and Financial Projections

This item was not discussed at the July 29, 2017 regular board meeting, and has been re-scheduled to be discussed at the September 2, 2017 regular board meeting.

8. Truckee Community Foundation, Mountain Housing Council:

This item was not discussed at the July 29, 2017 regular board meeting, and has been re-scheduled to be discussed at the September 2, 2017 regular board meeting.

9. **Trout Creek Recreation Center Rec Pool Repairs:**

This item was not discussed at the July 29, 2017 regular board meeting, and has been re-scheduled to be discussed at the September 2, 2017 regular board meeting.

10. **Clean Harbors Environmental Services: Approved 5 – 0**

The Board of Directors approved two separate invoices to address two different hazard waste cleanup efforts by the association maintenance staff.

1. \$21,351 for emergency services provided to clean up an unknown source oil spill in a common areas drainage easement.
2. \$29,333 for emergency services provided to clean up a hazard waste container overflow resulting from a maintenance facility roof leak.

VIII. **Consent Calendar: Approved 5 – 0**

The Board approved the following items –

- Tahoe Donner Giving Fund Committee – resignation of Jennifer Jennings
- General Plan Committee – resignation of Michael Bledsoe
- Decision Paper – Board Authorized Signatures Update

IX. **Executive Session: No Action**

The Board of Directors adjourned to executive session at 6:00 p.m. to discuss personnel matters.