

MINUTES RECAP
TAHOE DONNER ASSOCIATION
REGULAR BOARD OF DIRECTORS MEETING

June 23, 2017
Northwoods Clubhouse
9:00 a.m.

I. Executive Session Report: No Action

In Executive Session on June 2, 2017 the Board of Directors discussed the following:

- Initial discussion of annual performance review and compensation levels for the General Manager, required to be completed by June 15 of each year, per employment agreement.

In Executive Session on June 8, 2017 the Board of Directors discussed the following:

- Potential litigation issues with legal counsel.
- Completed discussion of annual performance review and compensation levels for the General Manager, prior to June 15, as required by employment agreement.
 - The General Manager exceeded expectations for the review period of June 15, 2016 – June 14, 2017, as part of an annual review process.
 - Based on that performance, the Board of Directors awarded a \$7,000 (approximately 3%) annual base merit increase.
 - The Board of Directors awarded the General Manager a 15% bonus of base salary.
 - The Board of Directors also approve an extension of the existing employment agreement (2016-2020) for an additional year, now (2016-2021).
 - The Board of Directors also agreed that 457 deferred compensation would remain at 14% of base salary.

II. Social Media Update: No Action

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

The most common topics this month were:

- Dog poop on trails
- Trees tagged for removal
- 2017 Board of Director Election
- Special Event Tent at the Lodge
- Speeding in Tahoe Donner
- Green waste bags
- Underground Utilities
- Amenity usage by members
- Governing Documents project

III. Approval of Minutes: **Approved 4 – 0**

The Board approved the May 20, 2017 Regular Meeting Minutes.

IV. Consent Calendar: **Approved 4 – 0**

The Board approved the following items –

- Architectural Standards Committee – Approve Mitch Clarin as new alternate member
- Architectural Standards Committee – Approve Nick Sonder as a full-time member of the committee and not an alternate member
- Covenants Committee – Approve Fred Zapponi as new Chair of the Covenants Committee
- Decision Paper – Replace the Toro 5510D-1
- Decision Paper – Replace the Toro 3250 Triplex Riding Greensmower
- Decision Paper – Downhill Ski Area Sun Deck and Ramp Repairs

V. Association Master Plan: **Failed 2 – 2**

The General Plan Committee presented to the Board of Directors a final Association Master plan for their approval. The Board did not approve the presented Association Master Plan, but requested it be carried over to the newly elected Board of Directors.

VI. Director of Finance and Accounting Report: **Approved 4 – 0**

The Board approved the unaudited 2017 May Financials as presented by Mike Salmon, Director of Finance and Accounting.

VII. Approve Transfer of Excess Funds from the Operating Fund: **Approved 4 – 0**

The Board of Directors approved to transfer a total \$3.3 million in excess funds into both the Replacement Reserve Fund and the Development Fund. \$1.5 million was transferred into the Replacement Reserve Fund and \$1.8 million was transferred into the Development Fund.

VIII. Approve Contract for Architectural Services for the Trout Creek Reallocation Project: **Approved 4 – 0**

The Board of Directors approved to allocate at total of \$85,000 in 2017 Development Funds, to cover necessary architecture, engineering, consulting and contingency fees during the summer of 2017 for the Trout Creek Reallocation project.

IX. Master Planning Services for the Downhill Ski Lodge: **No Action**

On August 6, 2016, as a part of the 2016 Budget Process, the Board of Directors approved \$50,000 from the Development Fund to be used to conduct a feasibility study for the Downhill Ski Lodge replacement project. Two contractors have responded to request for proposals thus far, and are going through the bidding process.

X. Special Event Tent at the Lodge: No Action

The Board of Directors was updated on feedback that has been received from the membership regarding the proposed new event tent at the Lodge Restaurant & Pub.

From June 27 to June 29, 2017 a demo of the proposed new event tent will be installed for membership to view. A town hall meeting will be held inside the demo tent on Wednesday, June 28, 2017 at 11:00 a.m., to receive further membership feedback.

XI. Town of Truckee Solid Waste Proposal and Negotiations: No Action

The Board discussed the Town of Truckee's solid waste proposal and negotiations following the Town's meeting on May 23, 2017.

XII. Association Winter Storm Tree Damage: Approved 4 – 0

The Board of Directors approved Replacement Reserve Funds with a not-to-exceed budget of \$150,000 to be allocated towards addressing Association winter storm tree damage, and to add a common area tree damage \$10,000 component to the reserve study for 2018 and for future years.

The Board of Directors also approved Phase 2 of storm related tree damage removal including all identified standing dead, downed and hazard trees through contract work utilizing Replacement Reserve Funds with a not-to-exceed budget of \$48,950, and to add a golf course tree damage \$2,000 component to the reserve study for 2018 and for future years, credit for insurance claim proceeds if any.

XIII. Executive Session Report: No Action

The Board awarded a professional services contract, not to exceed \$85,000 from the Development Fund, to Siteline Architecture, to cover necessary architecture, engineering, consulting and contingency fees during the summer of 2017 for the Trout Creek Reallocation project.

The Board of Directors discussed personnel and potential litigation matters.