

AGENDA
TAHOE DONNER ASSOCIATION
REGULAR BOARD OF DIRECTORS MEETING

May 20, 2017
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 / Call for Quorum

Opening Procedures:

- Pledge of Allegiance

II. 9:02 a.m. Social Media Update

(Derek Moore, Interactive Media Coordinator)

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

A

III. 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 (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.

IV. 9:17 a.m. Action: Approval of Minutes B

- April 22, 2017 Special Meeting Minutes

V. 9:20 a.m. Discussion: Committee Management C

- **Committee Task Reports** – Committee Chairs
Purpose: To update the Board on the status of 2017 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

VI. 9:30 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.

- Decision Paper – Improvements to the Day Camp Building at the Beach Club Marina
- Finance Committee – New Alternate Member – Marty Anderson
- Decision Paper – Miscellaneous Asphalt Repairs

VII. 9:35 a.m. Discussion & Action: Compensation Study Update – Phase II E
(Board of Directors)

The Board of Directors will provide a brief update of the Romanoff Consulting Compensation Study meeting on May 13, 2017, which solicited membership feedback on developing criteria for comparable organization to Tahoe Donner.

The board will also review and act on a Decision Paper on the proposed Phase II scope of work with Romanoff Consulting Inc.

VIII. 10:05 a.m. Action: Director of Finance & Accounting Report **F**
(Lilian Stahlhofer, Controller)

- 2017 April Financials

IX. 10:30 a.m. BREAK

X. 10:50 a.m. Discussion: Tahoe Donner Seasonal Housing Update **G**
(Robb Etnyre, General Manager)

Robb Etnyre, General Manager, will discuss with the Board of Directors regional housing council status, along with updates in regards to staff's proposed recommendation to the shortage of housing for Tahoe Donner seasonal employees.

XI. 11:05 a.m. Discussion: Governing Documents Update **H**
(Lisa Black, Berding & Weil, Attorneys at Law)

The Board of Directors will review and discuss with Lisa Black, Senior Counsel at Berding and Weil, the first draft of the updated Tahoe Donner Governing Documents.

XII. 11:50 a.m. Discussion: Special Event Tent at the Lodge Restaurant & Pub **I**
(Mike Peters, Director of Food and Beverage)

The Board of Directors will be updated on the current status of soliciting member feedback on reserve replacement options being considered for a new special event structure at the Lodge Restaurant & Pub.

EXECUTIVE SESSION

XIII. 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:
 - Potential Litigation
 - Contracts
 - Personnel Matters

CLOSED SESSION

XIV. 12:40 p.m. Appeal Hearing

OPEN SESSION

XV. 1:00 p.m. Executive Session Report

EXEC

XVI. 1:05 p.m. Discussion: Architectural Standards LAMA Software Update
(Robb Etnyre, General Manager)

J

Robb Etnyre, General Manager, will present to the Board of Directors an update with the progress that is being made during the transition to LAMA Software.

- XVII. 1:35 p.m. Discussion: Association Master Plan Update** **K**
 (General Plan Committee)
- The General Plan Committee will discuss with the Board of Directors a final draft of the Association Master Plan. This includes a list of potential Development Fund eligible projects across the association developed with committee, staff, board, and membership feedback over the past year of plan development.
- XVIII. 1:45 p.m. Discussion: Association Communication** **L**
 (Board of Directors & Staff)
- The Board of Directors will review and discuss their current methods used to engage the membership.
- XIX. 2:00 p.m. Potential Future Board Meeting Agenda Items**
- XX. 2:05 p.m. Adjournment**

The next Board meeting will be **Friday, June 23, 2017** at the Northwoods Clubhouse.

The Tahoe Donner Golf Course will tentatively open on **Friday, June 2, 2017**.

Tahoe Donner Committee Meeting Schedule

- Architectural Standards Committee – June 14 and 28, 2017 at 9:00 a.m. (Northwoods Clubhouse)
- Covenants Committee – June 8, 2017 at 3:00 p.m. (Northwoods Clubhouse)
- Elections Committee – May 11, 2017 at 4:00 p.m. (Northwoods Clubhouse)
- Finance Committee – June 8, 2017 at 3:00 p.m. (Northwoods Clubhouse)
- General Plan Committee – June 5, 2017 at 3:00 p.m. (Northwoods Clubhouse)
- Tahoe Donner Giving Fund Committee – June 9, 2017 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

May 20, 2017

Megan Rodman, Executive Assistant

Date