

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

**October 28, 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**  
(Jeff Connors, Board of Directors President)

**Opening Procedures:**

- Pledge of Allegiance

**II. 9:01 a.m. Action: Approval of Minutes** **A**  
(Jennifer Jennings, Board of Directors Secretary)

- September 23, 2017 Regular Meeting Minutes
- October 10, 2017 Special Meeting Minutes
- October 19, 2017 Special Meeting Minutes

**III. 9:03 a.m. Executive Session Report** **B**  
(Jennifer Jennings, Board of Directors Secretary)

The Board of Directors will give an Executive Session Report from the regular Board Meeting on September 23, 2017.

**IV. 9:05 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 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.

**V. 9:20 a.m. Discussion: Social Media Update and Tahoe Donner Association's Response C**  
(Christina Schwartz, Director of Marketing & Member Relations)

A brief high level summary will be provided of issues and topics that impact Tahoe Donner currently being discussed on various social media platforms and list what actions Tahoe Donner has taken in response.

**OPEN SESSION**

**VI. 9:30 a.m. Discussion/Action: Committee Management D**

- **Resolution 2008-2 Committee Policy** –
  - The Board of Directors will provide individual direction to the Committee Chairs regarding committee membership management.
- **Committee Task Reports** – Committee Chairs  
Purpose: To update the Board of Directors on the status of 2017 assigned tasks and recent committee meetings.
  - Architectural Standards Committee – Rod Whitten, Chair
  - Covenants Committee – Fred Zapponi, Chair
  - Elections Committee – Bette Rohrback, Chair
    - Discuss the proposed Tahoe Donner Association, Board of Directors Election Candidate Code of Conduct and Ethics Policy
    - Discuss the proposed Tahoe Donner Association, Board of Directors Election Fair Campaign Practices Policy
  - Finance Committee – Art King, Chair
  - General Plan Committee – Michael Sullivan, Chair

**VII. 10:00 a.m. Discussion/Action: Special Task Force Formation** **E**  
(Jeff Connors, Board of Directors President)

The Board of Directors will review and approve the formation of the following task force groups:

- Equestrian Blue-Ribbon Panel Task Force
- Short-Term Rental / Amenity Access Task Force
- ASC/ASO Task Force

Following approval, each task force will be asked to create and present for approval at the next regularly scheduled board meeting a participant list, mission statement and task force objectives.

**VIII. 10:20 a.m. Action: Approve Women’s 9 Hole Golf Club Revised Bylaws** **F**  
(Lynette Powell, President of the Women’s 9 Hole Golf Club)

The Board of Directors will consider approving the revised Women’s 9 Hole Golf Club bylaws.

**IX. 10:25 a.m. Action: Approve Women’s Golf Club Revised Bylaws** **G**  
(Bettye Carmichael, President of the Women’s Golf Club)

The Board of Directors will consider approving the revised Women’s Golf Club bylaws.

**X. 10:30 a.m. Action: Approve Tahoe Donner Senior Alpine Ski Club Revised Bylaws** **H**  
(Terry Heyliger, President of the Tahoe Donner Senior Alpine Ski Club)

The Board of Directors will consider approving the revised Tahoe Donner Senior Alpine Ski Club bylaws.

**XI. 10:35 a.m. Action: Advertising Sales Agreement** **I**  
(Christina Schwartz, Director of Marketing and Member Relations)

The Board of Directors will be presented with a decision paper to review and consider approving an advertising sales agreement.

**XII. 10:50 a.m. BREAK**

## OPEN SESSION

- XIII. 11:00 a.m. Discussion: Compensation Study Report** **J**  
(Jeff Bonzon, Board of Directors Treasurer)
- The Board of Directors will be provided with an update on the Compensation Study conducted by Romanoff Consulting Inc.
- XIV. 11:45 a.m. Discussion: Tahoe Donner Association Emergency Action Plan** **K**  
(Jeff Schwerdtfeger, Board of Directors Vice President)
- The Board of Directors will discuss Tahoe Donner Association's Emergency Action Plan.
- XV. 12:10 p.m. WORKING LUNCH WITH THE MEMBERSHIP**
- All members are invited to join the Board of Directors for a working lunch provided by Pizza on the Hill.
- XVI. 12:15 p.m. Action: Trout Creek Reallocation Project** **L**  
(Forrest Huisman, Director of Capital Projects)
- The Board of Directors will be presented with a decision paper to review and consider approving an additional \$25,000 in additional development funds to cover necessary architecture, engineering, consulting and contingency fees for another 670 square feet of conditioned space as a part of the Trout Creek Reallocation Project.
- XVII. 1:00 p.m. Action: Approve the 2018 Tahoe Donner Association Budget** **M**  
(Michael Salmon, Director of Finance and Accounting)
- The Board of Directors will consider approving the 2018 Tahoe Donner Association Budget.
- XVIII. 3:00 p.m. Discussion/Action: Association Key Performance Indicators Update** **N**  
(Tahoe Donner Association Senior Managers)
- The Board of Directors will be provided with the top three department key performance indicators from the previous month by the following senior managers:
- Robb Etnyre, General Manager
    - GM Quarterly Fraud Prevention Policy Reporting
  - Michael Salmon, Director of Finance and Accounting
    - 2017 September Financials (Seeking unaudited Board approval)

**XIX. 3:15 p.m. BREAK**

**CLOSED SESSION**

**XX. 3:25 p.m. Appeal Hearings (3)**

**EXECUTIVE SESSION**

**XXI. 4:45 p.m. Executive Session**

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

The Board of Directors plans to meet in Executive session to discuss the following:

- Litigation
- Personnel matters

**XXII. 6:00 p.m. Adjournment**

The next regularly scheduled Board of Directors meeting will take place on **Saturday, November 18, 2017** in the Mezzanine Room at the Northwoods Clubhouse.

**Tahoe Donner Committee Meeting Schedule**

- Architectural Standards Committee – November 15, 2017 at 9:00 a.m. (Northwoods Clubhouse)
- Covenants Committee – November 9, 2017 at 3:00 p.m. (Northwoods Clubhouse)
- Elections Committee – No further meetings have been scheduled at this time. (Northwoods Clubhouse).
- Finance Committee – November 16, 2017 at 3:00 p.m. (Northwoods Clubhouse)
- General Plan Committee – November 6, 2017 at 3:00 p.m. (Northwoods Clubhouse)
- Tahoe Donner Giving Fund Committee – November 7, 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*

*October 20, 2017*

Megan Rodman, Executive Assistant

Date