



**TAHOE DONNER ASSOCIATION
BOARD OF DIRECTORS**

ADMINISTRATIVE POLICY RESOLUTION 2014-5

**CHARTERED CLUB POT LUCK EVENTS
&
THE LODGE BANQUET AND EVENTS DISCOUNTS**

WHEREAS, the Restated Bylaws of Tahoe Donner Association provide that part of the specific and primary purpose of the Association is to "...enhance and promote the use and enjoyment of Common Areas and Common Facilities by the Owners in common"; and,

WHEREAS, The Board of Directors of Tahoe Donner Association recognizes the value of Tahoe Donner Charter Clubs and intends to adopt a reasonable comprehensive policy to assist with facilitating club events held at the Association's various venues; and,

WHEREAS, the Board wishes to impose reasonable criteria and procedures for the utilization of meeting rooms and other gathering spaces within the Common Areas that facilitate their use and promote the Association's purposes and best interests;

NOW THEREFORE, BE IT RESOLVED, that the Board of Directors of Tahoe Donner Association approves and adopts the attached policies as they relate to Chartered Club discounts and offerings.

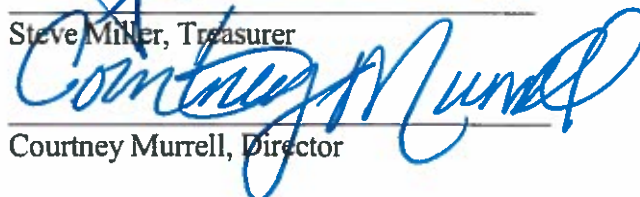
ACCEPTED AND DATED: November 22, 2014


James C. Stang, President


Tom Johns, Vice President


Steve Miller, Treasurer


Ron Wulff, Secretary


Courtney Murrell, Director

CHARTERED CLUB POT LUCK EVENTS POLICY

TDA Chartered Clubs

Pot Luck defined as; Tahoe Donner provides without fee, space and existing furniture only. All else is provided by the clubs.

TDA Charter Club pot luck events shall be offered the following:

1. Clubs can reserve a space up to 2 weeks in advance at our different amenities to host a charter club pot luck event. Different restrictions apply and are listed for each amenity (see below appendix)
2. These events must be booked and contracted through Tahoe Donner group sales (to insure availability).
3. A contract must be signed and will require a \$100 cleaning deposit. It can be made for entire season or per event. It will be returned in full if not applied.
4. Tahoe Donner will provide space, existing furniture and trash receptacles. All other needs will be provided by clubs in a pack in / pack out format. Where upon leaving space in original condition.
5. Any needs for additional equipment will require rental and labor fees e.g. linens, deck heaters, grills, shuttle bus services, transportation and set up of non-existing furniture. For example - NWCH tent- is not kept furnished.
6. For safety reasons, TDA service areas and equipment will be off limits. For example, kitchens, refrigeration, stoves, ovens, kegerators, coffee equipment, silverware, glasses, china, serving utensils, extension cords, ladders, tools and banquet equipment.
7. A list of items needed for events will be provided to the clubs to assist them in holding a successful function. This will consist of a check list with e.g. cups, napkins, glassware, serving utensils, pitchers, ice, and so on.
8. Alcoholic Beverage Control laws will be followed by all participants and will be defined by different locations. The Lodge Restaurant, Pizza on the Hill, Downhill Ski Lodge and the new Alder Creek Adventure Center (Cross Country) all hold PUBLIC licenses. The Marina holds a PRIVATE club license and the Tennis center holds NO license at all.
9. Clubs may use existing alcohol point of sale locations to facilitate alcoholic beverage needs or may request a bar be set up for the event. It will be priced accordingly.
10. Club event ONLY will be charged discounted wine corkage fees at Amenities holding PUBLIC ABC licenses.
11. All location bookings will be subject to Holiday Black Out Dates, so please confer with management upon scheduling events.
12. All site fees are waived for TD Club Pot Luck Events.

CHARTERED CLUB POT LUCK EVENT OFFERINGS BY VENUE

The Lodge:

- Clubs can reserve –Grotto or Tent (summer) or Banquet Room (winter).
- Monday – Thursday up to 3 months in advance. However due to potential late bookings club Pot Lucks may be moved to a different venue, if date sells. If space has not been sold 2 weeks prior to club event date, then at that time it will be guaranteed for club event.
- All alcohol must be purchased from the Lodge for these events. Clubs may choose from existing options and prices. We will allow corkage fee \$10 per bottle if desired. (there is an ABC license in this building so we will follow regulations)
- Snack bar and upstairs bar may be utilized by clubs. If a bartender and bar is preferred for event, there is an existing price package that can be set up.
 - Clubs participating in golf events will work with Golf Department
 - Other clubs utilizing Lodge space will work with Lodge management
 - Full Liquor License

Downhill Ski Area:

- Clubs can reserve a space – during winter season, with the exception of Tuesdays. (Corporate buy out event day), up to a year in advance.
- Any day.
- This must be booked with DHSKI Manager to insure space is free.
- All alcohol must be purchased from the DHSKI for these events. Clubs may choose from existing options and prices. We will allow corkage fee \$10 per bottle if desired. (there is an ABC license in this building so we will follow regulations)
- Ski Lodge Bar can be utilized by club for event.
 - Clubs will work with Downhill Ski Area department management
 - Full Liquor License

Beach Club Marina:

- Clubs can reserve a space – up to a year in advance.
- Any day.
- Alcoholic beverages may be brought in at no charge. (The Private ABC license that is held by Marina allows for our members and guests to bring in and consume their own alcohol.)
- **Note:**
 - No alcohol can be sold.
 - No alcohol may be distributed to minors.
 - Intoxicated guests are the liability of the person or group that provides the alcohol.
 - All state and federal laws apply concerning alcohol consumption and distribution.

- Snack bar-bar may be utilized by clubs. If a bartender and bar is preferred for event, there is an existing price package that can be set up.
 - Clubs will work with Marina management
 - Full CLUB 51 Private Liquor License

Alder Creek Adventure Center:

- Clubs can reserve a space – 3 months in advance.
- Due to multiple TD Assoc. uses; daily, seasonal and timing restrictions may apply.
- All alcohol must be purchased from the ACAC for these events. Clubs may choose from existing options and prices. We will allow corkage fee \$10 per bottle if desired. (there is an ABC license in this building so we will follow regulations)
- Bar may be utilized by clubs. If a bartender and bar is preferred for event, there is an existing price package that can be set up.
 - Clubs will work with XC management
 - Beer and Wine only license

Northwoods Clubhouse (Meadow Room):

- Clubs can reserve a space – up to a year in advance.
- Any day.
- All alcohol must be purchased from the Pizza on the Hill for these events. Clubs may choose from existing options and prices. We will allow corkage fee \$10 per bottle if desired. (there is an ABC license in this building so we will follow regulations)
- Bar may be utilized by clubs. If a bartender and bar is preferred for event, there is an existing price package that can be set up.
 - Clubs will work with Membership Services
 - Beer and Wine only license

Northwoods Clubhouse (Tent):

- Clubs can reserve a space – up to a year in advance.
- Any day.
- All alcohol must be purchased from the Pizza on the Hill for these events. Clubs may choose from existing options and prices. We will allow corkage fee \$10 per bottle if desired. (there is an ABC license in this building so we will follow regulations)
- Bar may be utilized by clubs. If a bartender and bar is preferred for event, there is an existing price package that can be set up.
 - Clubs will work with Pizza management
 - Beer and Wine only license

Tennis Center:

- Clubs can reserve a space – any time after open of tennis center (events are already scheduled for entire season).
- Any day.
- This must be booked with Tennis Center Manager to insure space is free.
- Tennis holds no ABC license, so Bar and Bartender are not an option.
- Alcoholic beverages may be brought in at no charge.

- **Note:**
 - No alcohol can be sold.
 - No alcohol may be distributed to minors.
 - Intoxicated guests are the liability of the person or group that provides the alcohol.
 - All state and federal laws apply concerning alcohol consumption and distribution.
 - Clubs will work with Tennis Center management
 - No alcohol license

THE LODGE BANQUET AND EVENT DISCOUNTS

TDA Chartered Clubs

The discount percentage offered is off regular banquet and dining/lunch menu prices. Discounts shall be charged to The Lodge Department 128.

Tahoe Donner Chartered Clubs shall be offered the following:

- 20% Discount on all Food Offerings.
- 100% Discount on Site Fee
- 100% Discount on Tent Rental
- 0% Discount on Alcohol and Non-Alcoholic Beverages
- Peak Restrictions Apply – See Below

All other contract details, deposits, et cetera apply, including deposits and guaranteed minimums.

TDA Property Owners

Tahoe Donner Property Owners shall be offered the following:

- 20% Discount on all Food Offerings.
- 20% Discount on Site Fee
- 0% Discount on Tent Rental

- 0% Discount on Alcohol and Non-Alcoholic Beverages
- Peak Restrictions Apply – See Below

All other contract details, deposits, et cetera apply, including deposits and guaranteed minimums.

PEAK PERIOD RESTRICTIONS

ON

BANQUET & EVENTS DISCOUNTS

- July through Labor Day – A per Chartered Club maximum of two (2) events on a Friday or Saturday with a discount over the peak season period. Unlimited full price.
- Discounts not available on Holiday date periods year-round. Holiday restriction dates include the surrounding dates of a specific holiday date.
- Holiday restriction dates:
 - **January: 4 days** (1st, and Friday through Sunday of Martin Luther King holiday weekend)
 - **February: 9 days** (Presidents holiday week, Friday through following Saturday)
 - **March: 1 day** (The 17th + 1 day for Easter, if it falls in March)
 - **April: 1 day** (Easter, when it falls in April)
 - **May: None**
 - **June: None** (July 4th restriction below may include June dates)
 - **July: 9 days** (The Friday before July 4th through the following Saturday)
 - **August** (All Fridays and Saturdays in the month)
 - **September: 3 days** (The Friday through Sunday of Labor Day weekend – may impact August)
 - **October: 1 day** (The 31st)
 - **November: 4 days** (Wednesday through Saturday of Thanksgiving weekend)
 - **December 9 days** (December 23rd through the 31st)

BOARD APPROVED

ACTION ON Nov. 22, 2014

VERIFIED Bonnie Watkinson

E.A. - TDA ASSOC.