

ACTION ON October 28, 2017

VERIFIED Megan Rodman

E.A. - TDA ASSOC.

<p><b>MINUTES</b></p> <p><b>TAHOE DONNER ASSOCIATION</b></p> <p><b>BOARD OF DIRECTORS SPECIAL MEETING</b></p> <p><b>October 19, 2017</b></p> <p><b>Northwoods Clubhouse</b></p> <p><b>12:00 p.m.</b></p>
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A Special meeting of the Board of Directors of Tahoe Donner Association was held that the Northwoods Clubhouse 11509 Northwoods Blvd., Truckee, California on Thursday, October 19, 2017. President Jeff Connors called the meeting to order at 12:03 p.m. The following Directors were in attendance, thus constituting a quorum of the authorized number of Directors of the Association:

**Directors Present:** Jeff Connors, President  
 Jeff Bonzon, Treasurer  
 Jennifer Jennings, Secretary  
 Darius Brooks, Director (via conference call)

**Directors Absent:** Jeff Schwerdtfeger, Vice President

**Staff Present:** Robb Etnyre, General Manager  
 Michael Salmon, Director of Finance & Accounting  
 Miguel Sloane, Director of Operations  
 Megan Rodman, Recording Secretary and Executive Assistant

**I. CALL TO ORDER / CALL FOR QUORUM 0:05:25**

**II. MEMBER & DIRECTOR COMMENTS 0:06:00**

Board President, Jeff Connors, opened discussion for member comments on items that are not on the Board Agenda. No comments were made at this time.

Members may submit additional comments by email to the Board of Directors [board@tahoedonner.com](mailto:board@tahoedonner.com).

**III. A. ACTION: 2018 TAHOE DONNER ASSOCIATION BUDGET REVIEW 0:06:29**  
 (Mike Salmon, Director of Finance & Accounting)

The Board of Directors reviewed and discussed in detail the 2018 Budget for the Tahoe Donner Association.

Topics of discussion concerning the 2018 Budget were:

- Review Board provided 2018 Budget Strategic Planning Guidance
  - No increase in the Annual Assessment
  - Review 5-year growth of Annual Assessment
- Replacement Reserve fund – Reserve Study Update Review
- Development Fund and New Equipment Fund Review

During discussion, Director Jennifer Jennings moved and Director Jeff Connors seconded to remove E-bikes from the new equipment fund 2018 spending list. Motion passed: 3 – 1. Director Jeff Bonzon voted no.

**IV. BREAK 1:22 P.M. 1:25:04**

The regular meeting reconvened at 1:31 p.m.

**V. ACTION: 2018 TAHOE DONNER ASSOCIATION BUDGET REVIEW (cont.) 1:34:01**  
(Mike Salmon, Director of Finance & Accounting)

The Board of Directors reviewed and discussed in detail the 2018 Budget for the Tahoe Donner Association.

Topics of discussion concerning the 2018 Budget were:

- Operating Fund Review
  - Overview of Operating Fund budget draft
  - Budgeted Net Operating Results (NOR) by department
  - User Fee & Rate Change Recommendations

The Board of Directors by consensus agreed to implement an unaccompanied guest pass product for \$12.00.

**VI. BREAK 3:15 P.M. 3:14:40**

The special board meeting, combined with the Finance Committee meeting, reconvened at 3:20 p.m.

The Board of Directors by consensus agreed to continue the special board meeting with the regular Finance Committee meeting scheduled to begin at 3:00 p.m.

**VII. ACTION: 2018 TAHOE DONNER ASSOCIATION BUDGET REVIEW (cont.) 3:22:08**  
(Finance Committee)

The Board of Directors and the Finance Committee further reviewed and discussed in detail the 2018 Budget for the Tahoe Donner Association.

**III.**

**ADJOURNMENT**

4:57:39

Director Jeff Bonzon moved and Director Jennifer Jennings seconded to approve adjournment of the special board meeting at 4:55 p.m. Motion passed: 3 – 0. (Director Jeff Schwerdtfeger and Director Darius Brooks absent.)

Submitted by:

  
Jennifer Jennings, Board of Directors Secretary

**SECRETARY'S CERTIFICATE**

I, Jennifer Jennings , Secretary of Tahoe Donner Association, do hereby certify that the foregoing is a true and correct copy of the minutes of the Tahoe Donner Association Board of Directors special board meeting held on October 19, 2017 as approved by the Board members in attendance and constituting a quorum at a duty convened subsequent meeting of the Board.

  
Jennifer Jennings, Board of Directors Secretary