

AGENDA
TAHOE DONNER ASSOCIATION
REGULAR BOARD OF DIRECTORS MEETING

March 24, 2018
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)

- February 24, 2018 Regular Meeting Minutes

- III. 9:06 a.m. Discussion: 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 February 24, 2018.

IV. 9:08 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. 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. 9:30 a.m. Discussion: Town of Truckee Updates **C**
(Town of Truckee Staff)

Staff members from the Town of Truckee will be present to discuss the following topics:

- Public Safety – Chief Robert Leftwich, Town of Truckee Police
- Short-Term Rentals – Jeff Loux, Town of Truckee Manager
- Roundabout at Northwoods Boulevard and Donner Pass Road – Dan Wilkins, Becky Bucar and Scott Mathot, Town of Truckee Engineers

VI. 11:15 a.m. BREAK

VII. 11:25 a.m. Action: 2017 December Financials **D**
(Michael Salmon, Director of Finance & Accounting)

The Board of Directors will review and consider approving the 2017 unaudited December financials.

VIII. 11:35 a.m. Discussion/Action: 2017 Audit Report **E**
(Gilbert Associates, Inc.)

The Board of Directors will be presented with the Tahoe Donner Association 2017 Audit Report from Gilbert Associates, Inc. for their review and consideration for acceptance.

IX. 11:50 a.m. Discussion: Net Operating Results **F**
(Jeff Connors, Board of Directors President)

The Board of Directors will discuss expanding the reporting of Departmental results in the yearly Annual and Budget report so as to include the applicable costs of 1) capital 2) allocation overhead costs 3) depreciation/amortization expenses.

X. 12:20 p.m. Discussion/Action: 2018 Golf Rates **G**
(Michael Salmon, Director of Finance and Accounting)
The Board of Directors will discuss and consider approving 2018 Golf Rates.

XI. 12:40 p.m. Discussion: Capital Expenditures Limit **H**
(Jeff Connors, Board of Directors President)
The Board of Directors will review and discuss the applicable bylaws concerning member voting on Capital Expenditures. As part of this review, the Board of Directors will give directional input on the relevance of the Development Fund to the original bylaws and at what expenditure level for a specific project should a more definitive member vote be considered.

XII. 1:05 p.m. WORKING LUNCH WITH THE MEMBERSHIP
All members are invited to join the Board of Directors for lunch provided by Pizza on the Hill. The Board Meeting will resume promptly at 1:15 p.m. to agenda item XIII – Member Engagement Task Force.

OPEN SESSION

XIII. 1:20 p.m. Discussion/Action: Member Engagement Task Force **I**
(Jeff Connors, Board of Directors President)
The Board of Directors will be given an update and consider approving the redraft of the presented Member Engagement Task Force charter from the regular board meeting on February 24, 2018.

XIV. 1:40 p.m. Discussion: Governing Documents Update **J**
(Brian Yohn, Assistant Director of Risk Management and Real Property)
The Board of Directors will be provided with an update on progress of the Governing Documents project.

XV. 2:00 p.m. Discussion/Approval: Tahoe Donner Association Employee Survey **K**
(Tom Knill, Director of Human Resources)
The Board of Directors will be provided with a draft employee survey for their review and consideration.

XVI. 2:30 p.m. Discussion/Action: Land Use Agreement with the Truckee Donner Land Trust L
(Brian Yohn, Assistant Director of Risk Management and Real Property)

The Board of Directors will consider approving an agreement with the Truckee Donner Land Trust to allow the Land Trust to construct a parking lot, bridge and trails on Tahoe Donner's Crabtree Canyon property. The construction is proposed to facilitate access to the Land Trust's Carpenter Valley property.

XVII. 2:45 p.m. BREAK

XVIII. 2:55 p.m. Committee Management M

1. Discussion/Action: Committee Task Reports
(Committee Chairs)

- The Board of Directors will be provided with each committee's monthly task reports.
 - Architectural Standards Committee – Rod Whitten, Chair
 - Covenants Committee – Fred Zapponi, Chair
 - **Action** Covenants Committee, New Member – Vladimir Rivkin
 - Elections Committee – Bette Rohrback, Chair
 - **Action:** 2018 Pending Suspension of Membership Rights and Authorization to Record Lien
 - Finance Committee – Art King, Chair
 - General Plan Committee – Michael Sullivan, Chair
 - Tahoe Donner Giving Fund Committee – Richard Gander, Chair
 - **Action:** Tahoe Donner Giving Fund – New Member, Barbara Ramsey

2. Discussion: Special Task Force Reports
(Task Force Chairs)

- ASO/ASC Task Force – Charles Wu
- Equestrian Blue-Ribbon Panel Task Force – Nan Meek
- Short-Term Rental/Amenity Access Task Force – Laura Lindgren

XIX. 3:45 p.m. Discussion: Key Performance Indicators Report N
(Robb Etnyre, General Manager)

The Board of Directors will be given an update on Association operations.

XX. 4:00 p.m. Discussion: Adams Stirling Law Firm Update
(Adams Stirling Law Firm)

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Adam Stirling will be updating the Board of Directors on applicable Davis Stirling Law interpretations.

Due to proprietary reasons, this portion of the regular board meeting will not be recorded or broadcasted live, however, members are welcome to attend in person.

EXECUTIVE SESSION

XXI. 6:00 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:

- Formation of Contracts
- Legal Issues
- Personnel Issues

XXII. 7:00 p.m. Adjournment

The next regularly scheduled Board of Directors meeting will take place on **Saturday, April 28, 2018** in the Mezzanine Room at the Northwoods Clubhouse.

Tahoe Donner Committee Meeting Schedule

- Architectural Standards Committee – April 11 and 25, 2018 at 9:00 a.m. (Northwoods Clubhouse)
- Covenants Committee – April 12, 2018 at 3:00 p.m. (Northwoods Clubhouse)
- Elections Committee – March 27, 2018 at 1:00 p.m. (Northwoods Clubhouse)
- Finance Committee – April 19, 2018 at 3:30 p.m. (Northwoods Clubhouse)
- General Plan Committee – April 5, 2018 at 3:00 p.m. (Northwoods Clubhouse)
- Tahoe Donner Giving Fund Committee – April 2, 2018 at 3:00 p.m. (Northwoods Clubhouse)

Tahoe Donner Task Force Meeting Schedule

- ASO/ASC Task Force – No further meetings have been scheduled at this time. (Northwoods Clubhouse)

- Equestrian Blue-Ribbon Panel Task Force – No further meetings have been scheduled at this time.
- Short-Term Rental/Amenity Access Task Force – No further meetings have been scheduled at this time.

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

Megan Rodman, Executive Assistant

March 13, 2018

Date