

Tahoe Donner Association

Architectural Standards Task Force

Operating Under the ASC Charter as a Sub Committee

Pursuant to the powers invested in the Board of Directors (Board) by the articles of Incorporation, the First Restated Bylaws of Tahoe Donner Association ("Association") the Board hereby establishes as a temporary committee called the Architectural Standards Task Force. This is a member driven committee which requires compliance within the overall ASC charter guidelines and it is a special purpose, independent, temporary Sub-Committee with a charter applicable to its Mission which is to:

- Review all operating processes of the ASC and ASO with a focus on Customer Service and Satisfaction Improvements including HOIP
- Evaluate ASO fees for Major vs Minor Projects and the scale of the projects
- Review current C&R's for consistencies with current practices vs C&R's Draft
- Review current ASO Rules for C&R Draft overlap(s)
- If possible and feasible from a service quality perspective, explore avenues to reduce expenses

AUTHORITY

The committee is established under the provisions of:

- Para (5)c, Section VII, Restated Bylaws of Tahoe Donner Association
- Section 1 and Section 2, Restated Bylaws of Tahoe Donner Association
- Article VIII, Board Meetings, Restated Bylaws of Tahoe Donner Association
- Resolution 2008-2, Committee Policy, Tahoe Donner Association Board of Directors

The committee shall have no annual agenda of issues other than their original purpose unless further updated by the Board at each years January regular Board

MEMBERSHIP AND CHAIRPERSON

Organization

- The Committee shall elect from its membership, the Committee Chair and if warranted by the members of the Committee, the Vice Chair who will serve until the Committee is disbanded or another major project within the ASC is needed. If no other Committee Chair is then willing to assume the duties of the Chair, the incumbent Chair may be reappointed.
- The Chairman of the ASC or his/her delegate may at their discretion, be a non-voting Liaison to the Committee.
- The Committee shall consist of regular voting members and non- voting alternate members who are encouraged to attend and may vote if an insufficient number of voting members are not present to constitute a quorum.
- There shall be at least one non- voting Board Liaison to the sub Committee that is chosen by the Board to attend Committee meetings and whose primary purpose shall be to facilitate meetings between the Board and the Committee. The Board member is a non-voting participant of the Committee
- In support of the Committee's work for the Board, the General Manager and/or other staff members (as appropriate) will attend all or part of most committee meetings and the Committee shall always be respectful of the limited time and other responsibilities of staff. Other staff participation shall be at the discretion of the Committee.
- Any member of the Association in good standing, who has a positive interest in contributing to the welfare of the Association, who is prepared to contribute the necessary time and who does not present a conflict of interest is eligible to apply for appointment as a member of the Committee. Directors and their immediate families are ineligible for appointment. Co-owners of property and immediate family members shall be ineligible to serve simultaneously on the Committee. The Board shall make all appointments to the Committee.

- The Chairperson of this committee shall submit all prospective new Committee members wishing to be appointed or if necessary reappointed, to the Executive Secretary stating their interest and brief qualification; all such requests shall be forwarded to the Board by the Executive Secretary and opined upon at the next available monthly meeting. Initial application shall include information as to what the candidate brings to the relevant Committee.

REPORTING REQUIREMENTS

- The group will elect an independent Chair and Vice Chair to shepherd this temporary committee and will meet regularly as outlined by the Chair and agreed to by its members. The committee may meet by a variety of communication vehicles as agreed upon by the Panel.
- The Chair of the subcommittee will, at the Boards regular meeting update the Board on its progress as all standing committees do each month.

COMMITTEE SUPPORT

The Chair of the Committee will direct requests for statistical data or any other types of information needed for the work of the Committee to the staff liaison assigned by the General Manager.

AMENDMENTS TO AND TERM OF CHARTER

This Committee charter shall remain in effect as presented herein until such time as it amended or revoked by the Board or until such time the Board deems the project completed.

COMMITTEE ADMINISTRATION MEETINGS

All meetings may be held in person and or through modern communications as agreed by the committee overall.

QUORUM REQUIREMENTS

A quorum shall consist of at least 60 percent of the members being able to vote.

Members of the Committee

Attached is a listing of all of the initial members of the Committee along with their purpose for joining and interest in the committee and the direct role if any they will be involved in. All Members are expected to provide a helpful and representative balance on the various thoughts that might surface as we truly want this to not only be a Task Force but representative of the thinking of the membership. The goal is to have a balanced Task Force formed by the beginning of November 2017 with work progressing at the committees desired pace and hopefully by the end of the first quarter 2018 or the beginning of the second quarter develop a set of recommendations for the Board to opine on and management to execute on.

Finally it is the Committees direction that the potential recommendations will be member driven and should not to be restrained by historical obstacles and include the full gamut of thoughtfulness inclusive of revenue generation possibilities/marketing opportunities, expense changes and reallocations and best of class ways of doing business as a few starters.

Task Force Members:

NAME	BACKGROUND
Charles Wu	MBA, BOD, Manager
George Bielous	BS, MBA, Eng, Finance
Pavel Bosin	PhD, Software
Judy DePuy	BS CE, MBA, Manager
Peter Lynch	Land Surveyor
Jane McVey	BS, BOD, Developer
Rick Mitchell	BA, Ed, Building
Dan Simmons	PhD, EDU