

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

**August 18, 2018**  
**Northwoods Clubhouse**  
**9:00 a.m.**

A regularly scheduled meeting of the Board of Directors of Tahoe Donner Association was held at the Northwoods Clubhouse 11509 Northwoods Blvd., Truckee, California on Saturday, August 18, 2018. President Jennings called the meeting to order at 9:00 a.m. The following Directors were in attendance, thus constituting a quorum of the authorized number of Directors of the Association:

**Directors Present:** Jennifer Jennings, President  
Jeff Schwerdtfeger, Vice President (via conference call)  
Don Koenes, Secretary  
Darius Brooks, Director

**Directors Absent:** Jeff Connors, Treasurer

**Staff Present:** Robb Etnyre, General Manager  
Christina Schwartz, Director of Marketing and Member Relations  
Tom Knill, Director of Human Resources  
Mike Peters, Director of Food and Beverage  
Michael Salmon, Director of Financing and Accounting  
Miguel Sloane, Director of Operations  
Miah Cottrell, Computer Network Manager  
Megan Rodman, Executive Assistant and Recording Secretary

1. **CALL TO ORDER** 0:02:24
2. **ACTION: APPROVAL OF MINUTES** 0:05:50  
(Don Koenes, Board Secretary)

The Board received the draft minutes of the following for consideration:

- July 21, 2018 Regular Meeting Minutes
- August 9, 2018 Special Meeting Minutes

Director Brooks moved and Director Jennings seconded to approve the July 21, 2018 regular meeting minutes as presented. Motion passed: 4 – 0. (Director Connors absent).

Director Koenes moved and Director Brooks seconded to approve the August 9, 2018 special meeting minutes as presented. Motion passed: 4 – 0. (Director Connors absent).

3. **ACTION: 2018/2019 BOARD MEETING SCHEDULE** 0:06:18  
(Jennifer Jennings, Board of Directors Secretary)

The Board of Directors discussed and considered approving a revised 2018/2019 board meeting schedule.

Director Schwerdtfeger moved and Director Brooks seconded to approve the 2018/2019 board meeting schedule as presented. Motion passed: 4 – 0. (Director Connors absent).

4. **DISCUSSION: CONTENT OF MINUTES** 0:07:54  
(Don Koenes, Board Secretary)

The Board of Directors discussed and considered approving a standard for what to include in the Board meeting minutes.

The Board of Directors agreed by consensus to follow the proposed meeting minutes guidelines as presented.

5. **DISCUSSION: EXECUTIVE SESSION REPORT** 0:10:23  
(Don Koenes, Board Secretary)

Director Koenes reported that, in the July 21, 2018 Executive Session, the Board of Directors discussed issues related to delinquent assessments and fines, legal matters, personnel issues, and a member appeal. The Board acted on the member appeal and provided direction to counsel on recovery of delinquent assessments and fines. No other actions were taken.

Director Koenes reported that, in the August 1, 2018 Executive Session, the Board of Directors discussed personnel issues. No action was taken.

Director Koenes reported that, in the August 9, 2018 Executive Session, the Board of Directors met to discuss contract negotiations, member disciplinary issues and personnel issues. The Board acted to recommend a vendor for mastication service, acting on that recommendation in open session. No other actions were taken.

6. **MEMBER & DIRECTOR COMMENTS** 0:11:52

Board President Jennings, invited brief member and director comments on items that are not on the agenda.

Member Comments:

- Fire management in Tahoe Donner
- Speeding in Tahoe Donner
- Board Directors responding to member emails
- Fines in Tahoe Donner

- Internet service in the Association

Director Comments:

- Internet service in the Association

Members may submit additional comments by email to the Board of Directors at [board@tahoedonner.com](mailto:board@tahoedonner.com). (Members are recognized to comment on agenda items as they occur).

7. **ACTION: CONSENT CALENDAR**

0:29:40

All items listed under the Consent Calendar are considered to be routine and were approved by one motion.

- Accept resignation of Director Brooks as the liaison to the Tahoe Donner Giving Fund Committee
- Add Director Jennings as liaison to the Tahoe Donner Giving Fund
- Accept resignation of Director Koenes as a liaison to the Member Engagement Committee
- Revise approach to Tahoe Donner Governing Documents Project update

Director Jennings moved and Director Brooks seconded to approve the consent calendar items as presented. Motion passed: 4 – 0. (Director Connors absent).

8. **KEY PERFORMANCE INDICATOR REPORT**

0:30:48

(Robb Etnyre, General Manager)

The Board of Directors were given an update on Association operations.

**Discussion: Preliminary Briefing – 2018 July Financials**

(Mike Salmon, Director of Finance & Accounting)

The Board of Directors were provided with a verbal briefing on preliminary financial results for July 2018.

**Discussion: New Event Tent Acoustical Engineers Report**

(Mike Peters, Director of Food and Beverage)

The Board of Directors were presented with a briefing on the new tent, acoustical alterations and a report from Bollard Acoustical Consultants, Inc.

**Discussion: Social Media Report**

(Christina Schwartz, Director of Marketing & Member Relations)

The Board were updated on the current comments and activity across all Tahoe Donner social media platforms.

9. **COMMITTEE / TASK FORCE REPORTS** 1:17:21  
 (Committee/Task Force Chairs)  
 The Board of Directors reviewed the Committee / Task Force written minutes and reports as a routine monthly procedure.
10. **BREAK 10:16 A.M.** 1:16:21  
 The Board of Directors reconvened at 10:28 a.m.
11. **ACTION: 2018/2019 WINTER SEASON PASS, PROGRAMS AND GROUP RATES** 1:28:57  
 (Michael Salmon, Director of Finance and Accounting)  
 The Board of Directors discussed and considered approving 2018/2019 winter season pass, programs and group rates.  
 Director Brooks moved and Director Jennings seconded to approve the resolving for Tahoe Donner Association to establish 2018/2019 winter season pass pricing for Fall Sale (9/1/18 to 11/30/18) as indicated on attachment A of the decision paper as presented. Motion passed: 4 – 0. (Director Connors absent).
12. **DISCUSSION: TEMPORARY EMERGENCY FIRE PREVENTION MEASURES** 1:42:20  
 (Annie Rosenfeld, Director of Risk Management and Real Property)  
 The Board of Directors discussed and received comments on implementation of action taken at the August 9, 2018 special board meeting regarding temporary emergency fire protection measures.
- All outdoor combustion sources
  - Use of outdoor power tools capable of creating a spark
  - Off-road vehicles and off-pavement parking
13. **ACTION: CONSIDERATION OF PEAK PRICING AT TAHOE DONNER AMENITIES OVER LABOR DAY WEEKEND** 2:05:55  
 (Don Koenes, Board Secretary)  
 The Board of Directors discussed and considered peak pricing at Tahoe Donner amenities over Labor Day weekend. By unanimous consent, no action was taken.
14. **DISCUSSION: COVENANTS PRIVATE PROPERTY RULES AND AMENDMENTS** 2:13:30  
 (Robb Etnyre, General Manager)  
 The Board of Directors discussed and heard member comments on the proposed new and amended Covenants Private Property rules contained in the 45-day member notification.
15. **DISCUSSION: COVENANTS SHORT-TERM RENTAL RULES AND ENFORCEMENT PROCEDURES** 2:48:28  
 (Robb Etnyre, General Manager)

The Board of Directors discussed and heard member comments on the proposed new Covenants Short-Term Rental rules and Enforcement Procedures contained in the 45-day member notification.

16. **WORKING LUNCH WITH THE MEMBERSHIP 12:38 P.M.** 3:38:55

All members were invited to join the Board of Directors for lunch provided by Pizza on the Hill. The Board Meeting resumed promptly at 1:15 p.m. to agenda item 17 – Truckee Donner Land Trust Crabtree Canyon Land Use Agreement.

17. **ACTION: TRUCKEE DONNER LAND TRUST CRABTREE CANYON LAND USE AGREEMENT** 4:16:37

(Robb Etnyre, General Manager)

The Board of Directors discussed and considered approving the proposed Truckee Donner Land Trust Crabtree Canyon Land Use Agreement.

Director Jennings moved and Director Schwerdtfeger seconded to approve the Truckee Donner Land Trust Crabtree Canyon Land Use Agreement. Motion passed: 4 – 0. (Director Connors absent).

18. **ACTION: EMPLOYEE HEALTH INSURANCE COVERAGE RENEWAL/ UPDATE FOR 2019** 4:30:31

(Tom Knill, Director of Human Resources)

The Board of Directors discussed and considered approving Tahoe Donner employee health insurance coverage renewal/update for 2019.

Director Jennings moved and Director Brooks seconded to approve option 1 of the decision paper as presented – renew our current coverages for 2019, with a small increase in costs. Motion passed: 4 – 0. (Director Connors absent).

19. **EXECUTIVE SESSION (closed to members)** Not Recorded

The Board of Directors adjourned to Executive Session at 1:39 p.m.

Director Jennings moved and Director Brooks seconded to approve the board meeting moving into Executive Session. Motion passed: Motion passed: 4 – 0. (Director Connors absent).

20. **ADJOURNMENT** Not Recorded

Director Jennings moved and Director Brooks seconded to approve adjournment of the regular board meeting at 3:22 p.m. Motion passed: 4 – 0.

Submitted by:

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Don Koenes, Board of Directors Secretary

**SECRETARY'S CERTIFICATE**

I, Don Koenes, 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 regular meeting held on August 18, 2018 as approved by the Board members in attendance and constituting a quorum at a duly convened subsequent meeting of the Board.

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Don Koenes, Board of Directors Secretary

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