

**MINUTES**

**TAHOE DONNER ASSOCIATION**  
**BOARD OF DIRECTORS SPECIAL MEETING**

**September 14, 2018**  
**Northwoods Clubhouse**  
**9:00 a.m.**

A special, scheduled, meeting of the Board of Directors of Tahoe Donner Association was held at the Northwoods Clubhouse 11509 Northwoods Blvd., Truckee, California on Friday, September 14, 2018. President Jennings called the meeting to order at 9:02 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  
 Jeff Connors, Treasurer  
 Don Koenes, Secretary  
 Darius Brooks, Director (via conference call)

**Directors Absent:** none

**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** 0:01:15
- 2. **MEMBER & DIRECTOR COMMENTS** 0:02:00

Board President Jennings, invited brief member and director comments on items that are not on the agenda. No comments were made at this time.

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).

3. **DISCUSSION: 2019 BUDGET WORKSHOP WITH FINANCE AND GENERAL PLAN COMMITTEES** 0:02:21  
(Michael Salmon, Director of Finance & Accounting)

The Board of Directors will discuss the following items during the 2019 Budget Workshop with the Finance and General Plan Committees:

- Development Fund
- Replacement Reserve Fund
- New Equipment Fund

4. **BREAK 11:03 A.M.** 2:03:28

The Board of Directors reconvened at 11:21 a.m.

5. **DISCUSSION: 2019 BUDGET WORKSHOP WITH FINANCE AND GENERAL PLAN COMMITTEES (continued)** 2:21:52  
(Michael Salmon, Director of Finance & Accounting)

The Board of Directors will discuss the following items during the 2019 Budget Workshop with the Finance and General Plan Committees:

- Operating Fund
  - 2018 Transfer to Capital Funds
  - Overview of Operating Fund Budget draft, including drivers for 2019
  - Allocated Overhead and Capital Charge
  - User Fee and Rate Changes

6. **LUNCH WITH THE MEMBERSHIP 12:28 P.M.** 3:28:00

All members were invited to join the Board of Directors for lunch provided by Pizza on the Hill. The Board Meeting resumed promptly at 1:10 p.m. to agenda item 7 – 2019 Budget Workshop with Finance and General Plan Committees (continued).

7. **DISCUSSION: 2019 BUDGET WORKSHOP WITH FINANCE AND GENERAL PLAN COMMITTEES (continued)** 4:10:15  
(Michael Salmon, Director of Finance & Accounting)

The Board of Directors will discuss the following items during the 2019 Budget Workshop with the Finance and General Plan Committees:

- Operating Fund
  - 2018 Transfer to Capital Funds
  - Overview of Operating Fund Budget draft, including drivers for 2019

- Allocated Overhead and Capital Charge
- User Fee and Rate Changes
- Next Steps

8. **EXECUTIVE SESSION (closed to members)**

Not  
Recorded

The Board of Directors adjourned to Executive Session at 2:30 p.m.

Director Schwerdtfeger moved and Director Koenes seconded to approve the board meeting moving into Executive Session. Motion passed: Motion passed: 5 – 0.

9. **ADJOURNMENT**

Not  
Recorded

Director Koenes moved and Director Jennings seconded to approve adjournment of the regular board meeting at 4:20 p.m. Motion passed: 4-0 (Director Brooks absent).

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 special meeting held on September 14, 2018 as approved by the Board members in attendance and constituting a quorum at a duty convened subsequent meeting of the Board.

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Don Koenes, Board of Directors Secretary