

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. (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:



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 duly convened subsequent meeting of the Board.



Don Koenes, Board of Directors Secretary