

**AGENDA**  
**TAHOE DONNER ASSOCIATION**  
**REGULAR BOARD OF DIRECTORS' MEETING**

**November 17, 2018**  
**Northwoods Clubhouse**  
**9:00 a.m.**

This timed Agenda is prepared one week in advance of the meeting. The Board reserves the right to adjust this schedule during the meeting by adding, deleting, and/or moving matters as permitted by law. Association Board of Directors' meetings are open to members, but not the general public.

Members have the opportunity to make comments during each Agenda item in person at the meeting or via teleconference call. All board meetings are broadcast live. To watch board meetings live and for instructions on how to call into board meetings please visit the Tahoe Donner website at: <http://www.tahoedonner.com/members/governance/board-meetings/>.

Agenda items shall be designated either as an "Action" or a "Discussion" item. Items listed as Action will include discussion and are intended for the Board to make a determination on. Items listed as Discussion are intended to inform the Board on topics that might later be brought before the Board as Action items. *Board Resolution 2017-2.*

**\*This meeting is being recorded and broadcast live. \***



***Please silence your cell phone.***

**OPEN SESSION**

- 1. 9:00 a.m. Call to Order / Call for Quorum**  
(Jennifer Jennings, Board President)

**Opening Procedures:**

- Pledge of Allegiance

- 2. 9:01 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](mailto:board@tahoedonner.com). The Board president will recognize members to comment on agenda items as they occur. Members will have the option

of making comments during the meeting in person, or via teleconference call. 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.

**3. 9:15 a.m. Action: Consent Calendar**

All items listed under the Consent Calendar are considered to be routine and will be approved by one motion. There will be no separate discussion of these items unless a member of the Board requests a specific item to be removed from the Consent Calendar for separate action. Any item so removed will be taken up following the motion to approve the remainder of the Consent Calendar.

- October 27, 2018 Regular Meeting Minutes
- Executive Session Report for October 27, 2018
- Tahoe Donner Giving Fund Impact Scholarship 2019

**4. 9:17 a.m. Discussion: 2019 Board Priorities**  
(Board of Directors)

The Board of Directors will discuss the priority issues it wants to address going into 2019.

**5. 9:50 a.m. Action: Wood/Charcoal Fire Ban**  
(Board of Directors)

The Board of Directors will consider modifying or lifting the wood/charcoal fire ban.

**6. 10:05 a.m. Committee / Task Force Reports**

The Board of Directors will review the Committee / Task Force written minutes and reports as a routine monthly procedure, with no board discussion or action anticipated. Specific request from chairs for board Action or Discussion will be agenzized as separate topics. Routine committee membership adjustments will be placed on the consent calendar.

- Architectural Standards Committee
- Covenants Committee
- Elections Committee

- Finance Committee
- General Plan Committee
- Member Engagement Committee
- Tahoe Donner Giving Fund Committee
- ASO/ASC Task Force
- Equestrian Blue-Ribbon Panel Task Force
- Short-Term Rental/Amenity Access Task Force

**7. 10:10 a.m. Action: Committee Appointment Process**  
(Board of Directors)

The Board of Directors will discuss the upcoming committee appointment process. The Board anticipates taking action on an application form for members to use in seeking committee appointments and reappointments.

**8. 10:35 a.m. Action: Draft Committee / Task Force Guiding Principles**  
(Board of Directors)

The Board of Directors will consider and may approve Committee / Task Force Guiding Principles.

**9. 10:55 a.m. Action: Liaison to Member Engagement Committee**  
(Board of Directors)

The Board of Directors will discuss and consider approving a new Director to become liaison to the Member Engagement Committee.

**10. 11:00 a.m. BREAK**

**11. 11:10 a.m. Key Performance Indicator Report**  
(Robb Etnyre, General Manager)

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

**Discussion: Short-Term Rental Rollout Process**

(Annie Rosenfeld, Director of Risk and Real Property)

The Board of Directors will be briefed on the detailed rollout process for the Short-Term Rental Rules.

**Discussion: Association Wide Member Survey**

(Christina Schwartz, Director of Marketing and Member Relations)

The Board of Directors will discuss their requested association wide member survey to be sent to all members regarding amenities. Marketing will review with the Board an overall timeline and provide a status update on proposed questions.

**Discussion: Preliminary briefing on unaudited 2018 October Financials**

(Mike Salmon, Director of Finance & Accounting)

The Board of Directors will be provided a preliminary briefing on the unaudited financial results for October 2018.

**Discussion: Emergency Preparedness**

(Annie Rosenfeld, Director of Risk Management and Real Property)

The Board of Directors will be provided with an update on the Association emergency preparedness plan.

**Discussion: Trout Creek Expansion Project Report**

(Forrest Huisman, Director of Capital Projects)

The Board of Directors will be provided with an update on the Trout Creek expansion project.

**12. 12:00 p.m. 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 12:30 p.m. into Executive Session.

**EXECUTIVE SESSION**

**13. 12:30 p.m. Executive Session**

The Board is allowed to meet in "executive session" to discuss certain topics. (Civil Code §4935).

The Board of Directors plan to meet in Executive Session to discuss the following:

- Appeals(3)
- Formation of Contracts
- Legal Issues
- Personnel Issues

**OPEN SESSION**

**14. 3:00 p.m. Adjournment**

The next regularly scheduled board meeting will take place on **December 15, 2018** at the Northwoods Clubhouse, Mezzanine Room.

### **Tahoe Donner Committee Meeting Schedule**

- Architectural Standards Committee
  - Next Meeting – December 12, 2018 9:00 a.m.
- Covenants Committee
  - Next Meeting – December 13, 2018 at 3:00 p.m.
- Elections Committee
  - Next Meeting – No further meetings have been scheduled at this time.
- Finance Committee
  - Next Meeting – December 13, 2018 at 3:00 p.m.
- General Plan Committee
  - Next Meeting – December 3, 2018 at 3:00 p.m.
- Member Engagement Committee
  - Next Meeting – December 6, 2018 at 9:00 a.m.
- Tahoe Donner Giving Fund Committee
  - Next Meeting – December 4, 2018 at 3:00 p.m.
  
- ASO/ASC Task Force
  - Next Meeting – No further meetings have been scheduled at this time.
- Equestrian Blue-Ribbon Panel Task Force
  - Next Meeting – No further meetings have been scheduled at this time.
- Short-Term Rental/Amenity Access Task Force
  - Next Meeting – No further meetings have been scheduled at this time.

**\*All Committee and Task Force meetings are held at the Northwoods Clubhouse. \***

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*

*November 7, 2018*

Megan Rodman, Executive Assistant

Date