

MINUTES
TAHOE DONNER ASSOCIATION
REGULAR BOARD OF DIRECTORS MEETING

July 27, 2019
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, July 27, 2019. President Wu 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: Charles C. Wu, President
Don Koenes, Vice President
Jeff Connors, Treasurer
Jim Roth, Secretary
Jennifer Jennings, Director

Directors Absent: none

Staff Present: Robb Etnyre, General Manager
Tom Knill, Director of Human Resources
Michael Salmon, Director of Financing and Accounting
Annie Rosenfeld, Director of Risk and Real Property
Robin Bennett, Recording Secretary

1. CALL TO ORDER

2. MEMBER & DIRECTOR COMMENTS

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

Director comments were made regarding:

- Comments can be submitted via email
- Fire Alert and Camera
- Amenity fees reverted back

Member comments were made regarding:

- Impression on home owner association
- California Institute Rule for Board of Directors

- Reduced benefits for long term members
- Golf Course Greens 3, 5 and 6
- Pickle Ball
- Amenity fees and pricing

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).

1. ACTION: CONSENT CALENDAR
(Board of Directors)

Items listed under the Consent Calendar are considered to be routine and were acted on as follows:

- June 21, 2019 Meeting Minutes
- June 23, 2019 Organizational Meeting Minutes
- Executive Session Report
 - o June 21, 2019
 - o June 28, 2019
 - o July 12, 2019
- 5501 May Report
- Update banking signature cards
- Architectural Standards Committee – New Member Jewelz Vaio
- Finance Committee – New Member Terry Watson
- 2019 Elections Report
- Quarterly Fraud Prevention Policy Report

The following items were removed from the consent calendar to be discussed later in the meeting or tabled to the next board meeting:

- Update banking signature cards
- Finance Committee – New Member Terry Watson
- Quarterly Fraud Prevention Policy Report

Director Koenes moved and Director Connors seconded to approve the consent calendar with the items above removed. Motion Passed: 5 – 0.

4. COMMITTEE / TASK FORCE REPORTS
(Committee/Task Force Chairs)

The Board of Directors reviewed the Committee / Task Force written minutes and reports as a routine monthly procedure.

5. **ACTION: PROMOTING PEACE AND QUIET IN TAHOE DONNER**
(Robb Etnyre, General Manager, Charles C. Wu, Board President)

Event Tent: The Board of Directors discussed the event tent and concern with the complaints received due to noise. Michael Salmon presented the board with the financial implications if the board decision is to modify or eliminate the tent.

After further discussion, Director Wu moved and Director Koenes seconded to suspend 2020 bookings to the public until the policy decision is made next month.
Motion passed: 5 – 0.

Covenant Rules: Annie Rosenfeld, provided the board with a presentation and the process in responding to each complaintant. She also gave an overview of violations and the hearing process.

No action taken.

Real Time Weekend Code Enforcement Officer:

BREAK taken at 10:33 .am.

The board meeting resumed at 10:43 a.m.

6. **ACTION: PROMOTING GOOD GOVERNANCE**
(Robb Etnyre, General Manager, Michael Salmon, Director of Finance, Annie Rosenfeld, Director of Risk Management and Real Property)

Quarterly Financial/Operations Review: Michael Salmon gave a brief over view of second quarter financials.

2020 Strategic Budget Objectives: Robb Etnyre presented the strategic budget presentation to the board. Board President Charles C. Wu, requested that Robb submit the first 12 pages of the presentation with edits to the board before the August 24 meeting.

Capital Master Plan: Robb Etnyre presented the capital master plan and stage gate review process.

Tahoe Donner Governing Documents: Director Jennings mentioned an engagement letter for review and discussion during executive session from Sproul.

HOA Counsel RFP Update: Director Jennings mentioned that 5 legal services proposals have been received and will be discussed in executive session.

GM Objectives Update: Board President Charles C. Wu, mentioned 7 objectives that the board came up with for the General Manager. The board will be working on the GM objectives on Sunday.

7. **BREAK taken earlier**

8. **ACTION: MAINTAINING/IMPROVING AMENITY AND SERVICES**

(Robb Etnyre. General Manager, Charles C. Wu, Board President)

Food and Beverages: No action taken.

Golf Maintenance: The Board of Directors listened to various member comments regarding the condition of the course as well as the greens.

No action taken.

Private Amenity Access Pricing: No action taken.

9. **ACTION: PROMOTING TRANSPARENCY, CUSTOMER SERVICE AND UNDERSTANDING OUR HOMEOWNER**

(Robb Etnyre. General Manager, Charles C. Wu, Board President)

10. **ACTION: FIRE SAFETY**

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

Proposed Amendments:

The Board of Directors reviewed the proposed amendments and new covenants rules for fire prevention and safety, and forest health rules.

After discussion Director Jennings moved to approve the proposed amendments and new rules with modification of language “during fire season” Director Koenes seconded. Motion passed: 5 – 0.

Association Property:

11. **LUNCH**

The board of directors adjourned for lunch at 1:06 p.m.

The board meeting resumed at 2:05 p.m. to Board Training

12. **BOARD TRAINING – NOT RECORDED OR BROADCAST**

(Adams Stirling, PLC)

The Board of Directors were provided with board training on the Board Member Duties and Liabilities from Adrian Adams, Adams Stirling, PLC.

13. **BREAK taken at 4:35 p.m.**

The board meeting resumed at 4:41 p.m. to executive session.

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

The Board of Directors adjourned to executive session at 4:41 p.m.

15. **ADJOURNMENT**

Director _____ moved and Director _____ seconded to approve adjournment of the regular board meeting at _____ p.m. Motion passed:

Submitted by:

Jim Roth, Board of Directors Secretary

SECRETARY’S CERTIFICATE

I, Jim Roth, 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 July 27, 2019 as approved by the Board members in attendance and constituting a quorum at a duly convened subsequent meeting of the Board.

Jim Roth, Board of Directors Secretary

POTENTIAL FUTURE BOARD AGENDA ITEMS

- Fire Alert Camera