

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

**September 12, 2019**  
**Northwoods Clubhouse**  
**1:00 p.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 Thursday, September 12, 2019. President Wu called the meeting to order at 1:00 p.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 (via telephone)  
Don Koenes, Vice President  
Jeff Connors, Treasurer  
Jim Roth, Secretary (via telephone)

**Directors Absent:** Jennifer Jennings

**Staff Present:** Robb Etnyre, General Manager (via telephone)  
Tom Knill, Director of Human Resources  
Michael Salmon, Director of Financing and Accounting  
Annie Rosenfeld, Director of Risk Management and Real Property  
Miguel Sloane, Director of Operations  
Robin Bennett, Executive Assistant and 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:

- None

Member comments were made regarding:

- Final phase of the construction at Trout Creek

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. **ACTION: CONSENT CALENDAR**  
(Board of Directors)

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

- Legal Engagement

Director Roth moved and Director Koenes seconded to approve the legal engagement. Motion Passed: 4 – 0. (Director Jennings absent)

4. **TAHOE DONNER ASSOCIATION BUDGET OVERVIEW**  
(Michael Salmon, Director of Finance & Accounting)

Michael Salmon provided an overview to the Board of Directors of the 2020 draft budget.

5. **DISCUSSION: 2020 BUDGET WORKSHOP WITH FINANCE AND GENERAL PLAN COMMITTEES**  
(Michael Salmon, Director of Finance & Accounting)

The Board of Directors discussed the following items during the 2020 Budget Workshop with the Finance and General Plan Committees:

- Development Fund
- Replacement Reserve Fund
- New Equipment Fund

There was discussion to merge the new equipment fund and development fund. After discussion the consensus of the board was to add this topic as an agenda item at the next Board meeting.

6. **BREAK.**

No break taken

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

The Board of Directors will discuss the following items during the 2020 Budget Workshop with the Finance and General Plan Committees at the September 20 meeting:

- Operating Fund
  - 2019 Transfer to Capital Funds
  - Overview of Operating Fund Budget draft, including drivers for 2020
  - User Fee and Rate Changes
  - Next Steps

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

The Board of Directors adjourned to Executive Session at 4:18 p.m.

9. **ADJOURNMENT**

The Board adjourned the meeting at 4:46 p.m.

Submitted by:

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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 special meeting held on September 12, 2019 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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Jim Roth, Board of Directors Secretary