

AGENDA
TAHOE DONNER ASSOCIATION
REGULAR BOARD OF DIRECTORS' MEETING

Amended
November 23, 2019
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. ***
The times listed for each agenda topic are approximate.



Please silence your cell phone.

OPEN SESSION

- 1. 9:00 a.m. Call to Order / Call for Quorum**
(Charles C. Wu, 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. 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.

- September 21, 2019 Meeting Minutes
- October 17, 2019 Meeting Minutes
- October 19, 2019 Meeting Minutes
- Executive Session Report
 - October 17, 2019
 - October 19, 2019
 - November 1, 2019
 - November 8, 2019
 - November 14, 2019

- Tahoe Donner Line Dance Club – New Club
- Tahoe Donner Women's 9 Holes Golf Club – Revised Bylaws
- Tahoe Donner Hiking Club – Revised Bylaws
- Trout Creek Fitness Equipment – Reserve Replacement Fund
- Treasurer's Investment Report – 3rd Quarter
- 5501 Report – August/September

4. 9:25 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
- Tahoe Donner Giving Fund Committee

5. **9:35 a.m. Action: 2020 Committee Projects**
(Charles C. Wu, Board President)

The Board of Directors will discuss committee projects for 2020. The Board will also discuss the possibility of a recruiter selection advisory task force and other possible advisory task forces specific to a new GM search. Also the board will discuss whether to publish a RFP for recruiter selection.

6. **9:55 a.m. Discussion: - Quarterly Financial Update**
(Annie Rosenfeld, Miguel Sloane, and Michael Salmon)

The Board of Directors will receive a quarterly financial update.

7. **10:20 a.m. Action: Overview of Board Governance, Authority and Meetings and Policy and Procedures on the Conduct of Board Meetings Policy 2017-2**
(Charles C. Wu, Board President)

The Board of Directors will review and discuss an amendment to the 2017-2 Board policy to add member notification on items over \$1 million with 30 day notice.

8. **10:30 a.m. BREAK**

9. **10:40 a.m. Action: 2017-01 Board Amenity Access and Discount Policy**
(Jim Roth, Board of Director)

The Board of Directors will review the current Director discount policy and consider removing the blackout period for Director discounts.

10. **10:50 a.m. Action: Payment Plan Options**
(Jeff Connors, Board of Directors, Treasurer)

The Board of Directors will discuss semi annual and quarterly payment plan options available for annual assessments.

11. **11:00 a.m. Action: Recreation Fee Pricing**
(Charles C. Wu, Board President)

The Board of Directors will review and discuss a “1-2 person” option for the recreation fee of \$290.00.

12. **11:15 a.m. Action: Aspenware Information Technology Software**
(Miah Cottrell, Director of Information Technology)

The Board of Directors will review and consider approving the purchase of Aspenware Software.

13. **12:00 p.m. Lunch**

All members are invited to join the Board of Directors for lunch. The Board Meeting will resume promptly at 12:30 p.m. to Agenda item 14.

14. **12:30 p.m. Action: Architectural Standards Draft Accessory Dwelling Unit Rules**
(Annie Rosenfeld, Director of Risk Management and Real Property)

The Board of Directors will review the draft rules for Tahoe Donner Accessory Dwelling Units and consider approving draft rules to go out for 45-day notice and member comment.

15. **1:15 p.m. Action: 401K Retirement Plan**
(Tom Knill, Director of Human Resources)

The Board of Directors will discuss and consider approving managements recommendation to split the retirement plan in to two groups.

16. **1:30 p.m. Executive Session (closed to members)**

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:

- Legal Matters
- Personnel Matters
- Contracts
- ~~Member Appeals~~
- ~~Hearing~~
- Approval of Executive Session Minutes

17. 6:00 p.m. Adjournment

The next regularly scheduled Board of Directors meeting will be on **December 14, 2019** at the Northwoods Clubhouse, Mezzanine Room.

Tahoe Donner Committee Meeting Schedule

<https://www.tahoedonner.com/wp-content/uploads/2019/07/Committee-Meeting-Schedule.pdf>

- Architectural Standards Committee
 - Next Meeting – December 18, 2019 9:00 a.m.
- Covenants Committee
 - Next Meeting – December 12, 2019 at 3:00 p.m.
- Elections Committee
 - Next Meeting – TBD
- Finance Committee
 - Next Meeting – December 12, 2019 at 3:00 p.m.
- General Plan Committee
 - Next Meeting – December 2, 2019 at 2:30 p.m.
- Tahoe Donner Giving Fund Committee
 - Next Meeting – December 16, 2019 at 3:00 p.m.

***All committee 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:

<https://www.tahoedonner.com/members/governance/board-meetings/>

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/>

Robin Bennett
Executive Assistant

November 19, 2019
Date