

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

**AMENDED (ADDED CONSENT CALENDAR)**  
**March 2, 2020**  
**Northwoods Clubhouse**  
**8:00 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. 8:00 a.m. Call to Order / Call for Quorum**  
(Charles C. Wu, Board President)

**Opening Procedures**

- Pledge of Allegiance

**2. 8:01 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 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. 8:05 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.

- January 31, 2020 Meeting Minutes
- February 22, 2020 Meeting Minutes
- Executive Session Report
  - February 22, 2020

**4. 8:08 a.m. Action: Committee Charters**  
(Board of Directors)

The Board of Directors will review and approve revised committee charters for the 5501 Audit Committee and Finance Committees.

**5. 8:30 a.m. Action 2020 Committee Goals**  
(Committee Chair)

The Board of Directors will consider approving 2020 goals for each standing committee:

- Finance Committee
- General Plan Committee

6. **9:00 a.m. Action: Information Technology and Aspenware Decision**  
(Miah Cottrell, Director of Information Technology)

The Board will be briefed on the draft IT strategic plan, and provide strategic guidance related to this plan for the association. The Board will also review and consider approving the Aspenware software purchase.

7. **9:30 a.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:

- Personnel Matters
- Contracts
- Approval of Executive Session Minutes

8. **11:00 a.m. Adjournment**

The next regularly scheduled board meeting will take place Saturday, **March 28, 2020** at the Northwoods Clubhouse in the Mezzanine Room.

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/members/governance/board-meetings/meeting-documents/>

Enroll in our electronic communication’s email opt-in program to receive official communications via email. <http://www.tahoedonner.com/members/member-news-info/update-your-profile/opt-in-to-go-paperless/>

*Robin Bennett*

Robin Bennett, Executive Assistant

*February 25, 2020*

Date