

AGENDA
TAHOE DONNER ASSOCIATION
REGULAR BOARD OF DIRECTORS' MEETING

Amended
(Removed Item 5 and Item 6
Item 9- Added Employee Relief Fund; Item 11- Capital Projects Update)

March 28, 2020
Via Teleconference
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 will have the opportunity to make comments at the beginning before the meeting occurs. 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 all matters and are limited to three minutes. Due to the nature of today's virtual meeting, no additional comments shall be made during the rest of today's Board of Director meeting. However, members may submit additional comments by email to the Board at board@tahoedonner.com. The Board president will recognize members to comment on the agenda before the meeting occurs. 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.

- January 31, 2020 Meeting Minutes
- February 22, 2020 Meeting Minutes
- March 2, 2020 Meeting Minutes
- Executive Session Report
 - March 2, 2020
 - March 12, 2020
 - March 16, 2020
- 5501 Report

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 agendaized 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. 9:30 a.m. ~~Action: Town of Truckee Presentation—Donner Pass Road East End Traffic Study~~
~~——(Town of Truckee Staff)~~

~~The Board of Directors will receive a presentation from the Town of Truckee engineering staff on the Donner Pass Road East End Traffic Study. The board will discuss and provide feedback to the Town staff on presented options for improvement.~~

6. 9:50 a.m. ~~Action: Town of Truckee TSSA-1 Fund/Town Transportation Projects~~
~~——(Town of Truckee Staff)~~

~~The Town of Truckee engineering staff will present information on the Truckee Special Service Area (TSSA) 1 Funds and planned 2020 projects. The Board of Directors will provide guidance to TDA staff to communicate board feedback on the use of the TSSA 1 funds by the Town of Truckee on projects including but not limited to a third access road to Tahoe Donner, brush/tree removal on Town Right of Way, and roadside improvements by the Beach Club Marina. The board of directors may also consider: (1) taking a position on the proposed roundabout at Donner Pass Road and Northwoods and (2) requesting that the Town modify the Trout Creek Trail to make it usable for vehicle traffic during an emergency.~~

7. 10:25 a.m. BREAK

8. 10:35 a.m. Action: 2020 Finance Related Project Prioritization and Finance Committee Goals

(Board, STT, Finance Committee Chair)

The Board of Directors will discuss prioritization with management of potential Finance related projects and consider approving 2020 goals for the Finance committee.

9. 10:55 a.m. Action: Association Update
 (Annie Rosenfeld, Michael Salmon, and Miguel Sloane)

The Board of Directors will receive an update on COVID-19 related Association closures and impacts and provide direction **and/or actions relating**. ~~The Board of Directors will also discuss and consider and employee relief fund due to COVID-19.~~

The Board of Directors will receive and provide direction following an update of accomplishments/future initiatives and survey calendar included in the quarterly objectives from the Senior Transition Team.

The Board of Directors will receive an update on the quarterly financials.

- 10. 11:25 a.m. Discussion: GM Update**
(Charles C. Wu, Board President)

The Board will provide an update on the General Manager recruitment.

- 11. 11:30 a.m. Action: Capital Projects Update – Priorities**
(Jon Mitchell, Director of Capital Projects)

The Board of Directors will review, discuss **the information provided** and provide **feedback** on the **work in progress on the** development fund capital projects list.

- 12. 12:00 p.m. Working Lunch**

Due to holding the meeting remotely the board will not take a lunch break.

- 13. 12:01 p.m. Action: Recording Committee Meetings**
(Board of Directors)

The Board of Directors will discuss and consider the recording of committee meetings.

- 14. 12:15 p.m. Action: Board Leadership Training and CAI Board Member Tool Kit**
(Board of Directors)

The Board of Directors will discuss and consider the leadership training for all board members, board candidate's as well as committee members. The board will also discuss and consider a Board Member Tool Kit provided by Community Associations Institute (CAI).

- 15. 1:00 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

- Approval of Executive Session Minutes

16. 3:00 p.m. Adjournment

The next regularly scheduled Board of Directors meeting will be on **April 25, 2020** 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 – April 15, 2020 9:00 a.m.
- Covenants Committee
 - Next Meeting – April 9, 2020 at 3:00 p.m.
- Elections Committee
 - Next Meeting – April 1, 2020 at 1:30 p.m.
- Finance Committee
 - Next Meeting – April 9, 2020 at 3:00 p.m.
- General Plan Committee
 - Next Meeting – April 6, 2020 at 3:00 p.m.
- Tahoe Donner Giving Fund Committee
 - Next Meeting – April 13, 2020 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

March 19, 2020
Date