

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

**March 28, 2020**  
**Teleconference**  
**9:00 a.m.**

A regularly scheduled meeting of the Board of Directors of Tahoe Donner Association was held via teleconference on Saturday, March 28, 2020. 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 (via webinar)  
Don Koenes, Vice President (via webinar)  
Jeff Connors, Treasurer (via webinar)  
Jim Roth, Secretary (via webinar)  
Jennifer Jennings, Director (via webinar)

**Directors Absent:** none

**Staff Present:** Michael Salmon, Director of Finance and Accounting  
Tom Knill, Director of Human Resources  
Miguel Sloane, Director of Operations  
Lindsay Hogan, Marketing Manager  
Jon Mitchell, Director of Capital Projects  
Annie Rosenfeld, Director of Risk and Real Property  
Robin Bennett, Recording Secretary

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|----|--|-------|
| 1. | <b><u>CALL TO ORDER</u></b>                  | 00:05 |
| 2. | <b><u>MEMBER &amp; DIRECTOR COMMENTS</u></b> | 01:10 |

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

Member comments :

- A member commented on concerns for furloughed staff and spoke about an employee relief fund.
- A member commented on snowmaking at cross country.

Director comments were made regarding:

- Director Roth assured homeowners that the board is looking carefully at legislation and options for staff.

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)

08:47

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

- 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

Director Koenes moved to approve the consent calendar seconded by Director Wu  
Motion Passed: 5 – 0

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

09:23

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

**5. Action: Town of Truckee Presentation – Donner Pass Road East End Traffic Study** N/A  
(Town of Truckee Staff)

This item was removed from the agenda and tabled to April.

6. **Action: Town of Truckee TSSA-1 Fund/Town Transportation Projects** N/A  
 (Town of Truckee Staff)
- This item was removed from the agenda and tabled to April.
7. **Break taken at 10:45 a.m.** 1:44:34
- The Board of Directors reconvened at 10:55 a.m.
8. **Action: 2020 Financed Related Project Prioritization and Finance Committee Goals** 2:17:10  
 (Board, STT, and Finance Committee Chair)
- The Board of Directors reviewed the Finance Committee 2020 List of Recurring and Special Task list. The modifications submitted by Director Wu were also reviewed.
- After discussion, Director Roth moved to approve the task list including modification to number 3 to read as Assist management in the development of high-level valuation estimates of potential purchases of property as needed and amending number 4 to read as Compile a comprehensive list of TDA buidings then develop longer-term funding alternatives for their eventual remodeling or replacement seconded by Director Wu.  
 Motion Passed: 5 – 0
9. **Action: Association Update** 12:44  
 (Annie Rosenfeld, Mike Salmon and Miguel Sloane)
- The Board of Directors received an update by Annie Rosenfeld on employee status and business priorities due to COVID-19. Mike Salmon provided the board with the financial impacts due to COVID-19. Annie also presented the board with a brief update on the goals and objectives. The Board of Directors also reviewed an updated survey calendar presented by Lindsay Hogan. There was consensus by the board for Lindsay to continue moving forward on the creation of the member survey.
10. **Discussion: GM Update** 2:12:58  
 (Charles C. Wu, Board President)
- Board President Charles Wu provided an update on the recruitment process of the General Manager.

11. **Action: Capital Projects Update** 2:54:00  
(Jon Mitchell, Director of Capital Projects)

The Board of Directors reviewed the list of priorities provided by Jon Mitchell. After discussion there was consensus by the board to add snowmaking on the April 9 agenda.

12. **Working Lunch**

Due to holding this board meeting remotely, the board did not take a lunch break.

13. **Action: Recording Committee Meetings** 3:51:14  
(Board of Directors)

Director Wu moved to approve the recording of committee meetings when possible with the exception of Architectural Standards and Covenants Committee seconded by Director Koenes. Motion Passed: 5 – 0

14. **Action: Board Leadership Training and CAI Board Member Tool Kit** 3:51:49  
(Board of Directors)

Annie Rosenfeld provided a training presentation to the Board of Directors.

After brief discussion, Director Connors moved to approve offering the leadership training to all board members, committee members and election candidates on a voluntary basis and to be reimbursed by Tahoe Donner Association seconded by Director Wu. Motion Passed: 5 – 0

15. **EXECUTIVE SESSION (closed to members)** Not Recorded

The Board adjourned to executive session at 1:05 p.m.

16. **ADJOURNMENT** Not Recorded

There was board consensus to adjourn the meeting at 3:58 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 regular meeting held on March 28, 2020 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

**POTENTIAL FUTURE BOARD AGENDA ITEMS**

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