

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

**May 16, 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, May 16, 2020. President Wu called the meeting to order at 9:03 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:** Annie Rosenfeld, Director of Risk and Real Property  
Tom Knill, Director of Human Resources  
Miguel Sloane, Director of Operations  
Lindsay Hogan, Marketing Manager  
Jon Mitchell, Director of Capital Projects  
Brian Dunn, Interim Finance Director  
Robin Bennett, Recording Secretary

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| <b>1. <u>CALL TO ORDER</u></b>                  | 00:01 |
| <b>2. <u>MEMBER &amp; DIRECTOR COMMENTS</u></b> | 00:31 |

Board President Charles C. Wu provided an opening statement and noted that the order of the agenda will be modified today.

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

Director comments were made regarding:

- Director Connors commented on the number of members on the call which was a new record and encouraged members to attend. He also commented about the email that was sent out by Director Roth.

- Director Roth read a statement to the membership
- Director Jennings commented on the email that was sent out by Director Roth
- Director Koenes commented on the emails received last night and updated the membership on the current amenity policy due to COVID-19.
- Director Jennings commented on the recording of committee meetings and a possible member portal on the Tahoe Donner website. She also commented on a letter received by someone who is not a homeowner in regard to residential rate increase for waste service and would like staff to look further in to this for the membership.

Member comments were made:

- A member provided an update on the staff appreciation fund
- A member commented on the email Director Roth sent out to the membership and they support the pandemic plan opening slowly and cautiously.
- A member commented on the email Director Roth sent out to the membership,
- A member commented on opening amenities on a “make sense” basis not just pushing out to the next meeting.
- A member commented on the email Director Roth sent out to the membership.
- A member commented on the email Director Roth sent out to the membership.
- A member commented on his expectations of the Board of Directors.
- A member commented and stated her appreciation of the Board and how much time that has been taken during COVID-19 for decision making.
- A member commented on the agenda and modifying the agenda since there are so many listening due to the amenity topic.
- A member commented and stated his appreciation for all the work the Board has done and would like to see improvement with communication to the membership.

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:

- April 25, 2020 Meeting Minutes  
Executive Session Report
  - March 23, 2020
  - March 27, 2020
  - March 28, 2020

- March 30, 2020
- April 6, 2020
- April 9, 2020
- April 10, 2020
- April 13, 2020
- April 25, 2020
- April 27, 2020
- April 30, 2020

- 5501 Report

Director Jennings would like to remove the April 25 minutes for an amendment to the Nature Loop item.

Director Roth removed the executive session reports and provided an oral update.

Director Koenes moved to approve the consent calendar as amended above seconded by Director Roth Motion Passed: 5 – 0

**4. COMMITTEE / TASK FORCE REPORTS 6:23:36**

(Committee/Task Force Chairs)

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

The Board of Directors also reviewed the annual lease request with Classy by the Giving Fund Committee. After review Director Jennings moved to approve the expenditure of \$3,588 annually seconded by Director Connors. Motion Passed: 5 – 0

**5. DISCUSSION: GM UPDATE N/A**

(Charles C. Wu, Board President)

This item was not discussed.

**6. ACTION: RECREATION FEE 40:50**

(Miguel Sloane, Director of Operations)

This item was discussion with item 8 – Association Update

7. **DISCUSSION: ELECTIONS UPDATE** 6:08:28  
(Elections Committee)

The Board of Directors reviewed the annual membership meeting agenda. After review there was discussion to increase the timing.

8. **ACTION: ASSOCIATION UPDATE** 40:50  
(Annie Rosenfeld and Miguel Sloane, Director of Operations)

Annie and Miguel provided the response and reopening plan to the Board.

After discussion, Director Connors moved to approve no refund on the recreation fee for 2019-2020 seconded by Director Koenes. Motion Passed: 5 – 0

Director Wu moved to defer action to the next open meeting on refunding or crediting the 2020-2021 recreation fee seconded by Director Koenes. Motion Passed 3 – 2

Director Koenes moved to authorize senior staff to proceed with opening of facilities at the pace staff deems appropriate in applying the criteria outlined in today’s presentation, with the target of 100% marginal cost recovery. The President will call a special, open Board meeting to be held the first week of June to readdress this subject and consider further member input and objective input from staff seconded by Director Jennings. Motion Passed: 5 – 0

9. **BREAK** 4:56:20

**Break was taken at: 2:00 p.m..**

**The Board reconvened at: 2:15 p.m.**

10. **ACTION: PROPOSED MODIFICATIONS TO COVENANTS FIRE SAFETY RULES REQUEST FOR 45-DAY NOTICE** 5:42:37  
(Annie Rosenfeld, Director of Risk and Real Property)

The Board of Directors reviewed the decision paper for the proposed modifications to the covenants fire safety rules.

After discussion, Director Jennings moved to approve option 1 recommended by staff which is approving publication of proposed to Covenants Private Property Fire Safety rules including administrative modifications to the Seasonal Fire Ban administrative modifications and other modifications to fire safety rules sections for 45-day member notification and comment period seconded by Director Connors. Motion Passed: 5 – 0

11. **ACTION: TSSA-1 FUNDS** 6:06:33  
(Annie Rosenfeld, Director of Risk and Real Property)

The Board of Directors reviewed the draft letter prepared by Annie Rosenfeld to the Town of Truckee. After discussion Director Wu moved to approve the letter seconded by Director Koenes. Motion Passed: 5 – 0

12. **ACTION: MODIFICATION OF BOARD RESOLUTION 2014-1**  
(Charles C. Wu, Board President)

The Board of Directors reviewed the proposed modifications to the resolution. After discussion, Director Wu moved to table the item to the next open meeting in June seconded by Director Jennings. Motion Passed: 3 - 2

13. **DISCUSSION: DRAFT STRATEGIC PLAN 2020** 5:12:19  
(Annie Rosenfeld and Mike Shellito of Shellito Consulting)

The Board of Directors reviewed the presentation by Mike Shellito.

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

The Board adjourned to executive session at 4:10 p.m.

15. **ADJOURNMENT** Not Recorded

There was board consensus to adjourn the meeting at \_\_\_\_\_ 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 May 16, 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