

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

**July 16, 2020**  
**Teleconference**  
**1:00 p.m.**

A special meeting of the Board of Directors of Tahoe Donner Association was held via teleconference on Thursday, July 16, 2020. President Koenes called the meeting to order at 1:03 p.m. The following Directors were in attendance, thus constituting a quorum of the authorized number of Directors of the Association:

**Directors Present:** Don Koenes, President (via phone)  
Jim Roth, Vice President (via phone)  
Steve Mahoney, Treasurer (via phone)  
Courtney Murrell, Secretary (via phone)  
Charles C. Wu, Director (via phone)

**Directors Absent:** none

**Staff Present:** **David Mickaelian, General Manager**  
Tom Knill, Director of Human Resources  
Miguel Sloane, Director of Operations  
Annie Rosenfeld, Director of Risk and Real Property  
Jon Mitchell, Director of Capital Projects  
Lindsay Hogan, Director of Marketing  
Brian Dunn, Interim CFO  
Robin Bennett, Recording Secretary

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| 1. | <b><u>CALL TO ORDER</u></b>                             | 00:02 |
| 2. | <b><u>WELCOME DAVID MICKAELIAN, GENERAL MANAGER</u></b> | 00:30 |

The Board of Directors welcomed the new General Manager to Tahoe Donner.

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| 3. | <b><u>MEMBER &amp; DIRECTOR COMMENTS</u></b> | 07:48 |
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Board President Koenes invited brief member and director comments on items that are not on the agenda.

Director comments were made regarding:

- All of the directors welcomed the new General Manager, David Mickaelian

Member comments were made regarding:

- A member commented on tennis and pickle ball
- A member commented on the activities taking place at the golf course

Members may submit additional comments by email to the Board of Directors at [Memberletters@tahoedonner.com](mailto:Memberletters@tahoedonner.com). (Members are recognized to comment on agenda items as they occur).

4. **ACTION: UPDATED BANK SIGNATURE CARDS** 12:06

This item was added as an emergency item due to staff shortage. After review of the decision paper provided by staff, Director Murrell moved to approve option A authorizing David Mickaelian, General Manager, and Courtney Murrell, Secretary, to process updated signature cards for all banking and investment brokerage accounts to the comport with current policy seconded by Director Wu. Motion Passed: 5 - 0

5. **ACTION: MANAGEMENT SERVICES CONTRACT** 14:27  
(Board of Directors)

The Board of Directors reviewed the addendum to the management services contract for financial services. After a brief update by Board President Koenes, Director Wu moved to approve the addendum to the contract seconded by Director Mahoney. Motion Passed: 5 - 0

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

The Board adjourned to executive session at 1:35 p.m.

7. **ADJOURNMENT** Not Recorded

There was board consensus to adjourn the meeting at 2:55 p.m.

Submitted by:

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Courtney Murrell, Board of Directors Secretary

**SECRETARY'S CERTIFICATE**

I, Courtney Murrell, 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 July 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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Courtney Murrell, Board of Directors Secretary

**POTENTIAL FUTURE BOARD AGENDA ITEMS**

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