

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

**December 18, 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 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. \***  
**\*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**  
(Don Koenes, Board President)

**Opening Procedures:**

- Pledge of Allegiance

**2. 9:01 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 [memberletters@tahoedonner.com](mailto:memberletters@tahoedonner.com). The Board president will recognize members to comment on agenda items as they occur. Members will have the option of making comments during the meeting in person, or via teleconference call. 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. 9:10 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.

- November 20, 2020 Regular Meeting Minutes
- December 3, 2020 Special Meeting Minutes
- Executive Session Report  
November 20, 2020
- 5501 Report
- New Club- Mountain Bike
- Finance/General Plan Committee – Postpone Appointments through May 2021

**4. 9:15 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 agenzized 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
- Giving Fund Committee
- Lodge at Downhill Ski

**5. 9:20 a.m. Action: Resolution to Recognize Bill Houdyschell on the Occasion of his Retirement**

The Board of Directors will ratify a resolution recognizing Bill Houdyschell, Forester, on the occasion of his retirement.

**6. 9:50 a.m. Discussion: Giving Fund Committee**  
(Suzanne Sullivan, Committee Chair)

The Board of Directors will receive an update on the grants that have been awarded to non-profits.

**7. 10:00 a.m. Discussion: General Manager Update**

The Board of Directors will receive an update from the General Manager, and may provide direction to the General Manager for future Board consideration, on the following:

- A. Recap of Summer Programs
- B. Lodge at Downhill Ski update
- C. Capital Projects Update
- D. Strategic Plan Update
- E. COVID-19
- F. TSSA Update

**8. 10:40 a.m. BREAK**

**9. 10:50 a.m. Discussion: Financial Update**  
(Tom O’Neil, Controller and David Mickaelian, General Manager)

The Board of Directors will receive an update on the unaudited financials for the month of November. The Board will also receive a year end projected update.

- 10. 11:00 a.m. Action: 2015-5 Investment Policy**  
(Finance Committee)

The Board of Directors will review and consider approving the revisions to the 2015-5 Investment Policy.

- 11. 11:15 a.m. Action: Committee Appointments/Reappointments**  
(Board of Directors)

The Board will discuss and consider taking action on membership reappointments and initial appointments to the following committees:

Architectural Standards  
Covenants  
Elections  
Giving Fund

- 12. 11:45 p.m. Discussion: 1997-5 Resolution Procedures for Member Appeals from Covenants and Architectural Standards Committee Decisions**  
(Annie Rosenfeld, Director of Risk Management and Real Property)

The Board of Directors will hear a presentation by staff on the resolution and recommendation for updates. The Board will consider directing staff to prepare draft 45-day notice to the members to follow association rule change process.

- 13. 12:00 p.m. BREAK**

- 14. 12:20 p.m. Discussion: 2021 Elections Fair Campaign Guidelines**  
(Bette Rohrback, Election Committee Chair)

The Board of Directors will review and discuss the proposed changes to the Fair Campaign Guidelines. The Board may also provide direction to staff and the committee on specific changes for approval at the January 8 special meeting.

- 15. 12:55 p.m. Action: 2021 Election Rules 45-Day Notice**  
(David Mickaelian, General Manager and Bette Rohrback, Elections Committee Chair)

The Board of Directors will discuss and consider approving the proposed new 2021 Election Rules to go out for 45-day member comment period. The Board of Directors may also provide additional direction to staff and the committee on specific changes to the 2021 Election Rules for approval at the January 8 special meeting.

**16. 1:35 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:

- Appeals (1)
- Contracts
- Legal Matters
- Personnel Matters
- Delinquencies
- Approval of Executive Session Minutes

**17. 4:00 p.m. Adjournment**

The next regularly scheduled meeting will take place on **January 22, 2021** at **9:00 a.m.** via Zoom Webinar.

**Tahoe Donner Committee Meeting Schedule**

<https://cdn1.tahoedonner.com/wp-content/uploads/2020/09/09114344/Committee-Meeting-Calendar.pdf>

- Architectural Standards Committee
  - Next Meeting – January 13, 2021 9:00 a.m.
- Covenants Committee
  - Next Meeting – January 14, 2021 at 3:00 p.m.
- Elections Committee
  - Next Meeting – TBD
- Finance Committee
  - Next Meeting – January 14, 2021 at 3:00 p.m.
- General Plan Committee
  - Next Meeting – January 4, 2021 at 3:00 p.m.
- Tahoe Donner Giving Fund Committee
  - Next Meeting – January 11, 2021 at 3:00 p.m.

**\*All committee meetings are held at the Northwoods Clubhouse. \***

## Future Agenda Items

Some of the items planned for the **January 8, 2021** Special Board Meeting include, but are not limited to:

- Board Code of Conduct
- 2021 Election Rules 45-Day Notice (if not approved at the December 18 meeting)
- Fair Campaign Guidelines

Some of the items planned for the **January 22, 2021** Board Meeting include, but are not limited to:

- STR Update
- Potential Strategic Plan adoption
- Capital Projects – Final 2020 Reporting
- Amenity Access Policy
- Forestry Year End Report
- PROs Consulting Presentation

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

December 11, 2020  
Date