

**Tahoe Donner Association
Finance Committee
2021 Task List**

The following list of Committee Tasks developed by the Tahoe Donner Association (“TDA”) Finance Committee for presentation to the TDA Board of Directors for their approval. The tasks include “Recurring” and “Special Tasks”, defined in the TDA Finance Committee Charter (the “Charter”).

Recurring Tasks

Monthly

1. Review Actual to Budget and Year to Date Financial Performance
2. Participation in 5501 Subcommittee Meetings

Quarterly

1. Review of Association’s Reserve Fund Investments
2. Review Development Fund and Replacement Reserve Fund activity

Annually/Seasonally

1. Review of year-end Balances/Activity: Operating and Capital Funds (January/February)
2. Review Annual Budget and Participate in Process (July through October)
3. Review Annual Report (March/April)
4. Review with Annual Audit (March/April)
5. Review seasonal financial results for larger amenities, e.g., Golf, Downhill and Cross-Country Skiing, and other amenities/business units as directed by the Board (End of Winter and Summer Seasons)
6. Review Financial Policy Resolutions
7. Fill any Committee vacancy as they occur with qualified candidate(s)

Special Tasks

1. Support the Director of Finance & Accounting’s ongoing efforts to improve TDA’s periodic reporting of financial results and operating performance to the Board of Directors and Owners. The goal is to make the financial reports shorter, easier to read, more understandable and therefore more useful.
2. Embed a member of the Finance Committee in the Downhill Ski Lodge Task Force to offer his/her advice on the financial and funding aspects of the planned replacement ski lodge. Provide support as needed to Task Forces and ad hoc committees created by the Board, such as for major building replacements and other capital investments.

3. Work with the Deputy Chair of the FC (i) to complete a current inventory of TDA buildings and the projected timing and costs of their replacement, (ii) to evaluate reserving alternatives and agree a recommendation to the TDA Board and (iii) present a revised Development Fund Policy to the TDA Board for approval which reflects the agreed reserving alternative.
4. Work with the GM and Deputy Chair of the FC (i) to understand and agree the full cost of providing the various amenity and F&B services, (ii) to evaluate pricing alternatives for the various amenities and F&B services, and (iii) to develop an Amenity and Services Pricing Policy for presentation to the TDA Board for approval which best meets the strategic goals of TDA and the interests of its homeowners.