



# FINANCE COMMITTEE MEETING AGENDA

April 18, 2022

3:00-4:30 p.m.

Northwoods Clubhouse, Mezzanine Room & Zoom

See Sidebar below for sign in information

## PURPOSE

To provide financial advice, analysis, and information to the Board to better enable the Board to make sound business decisions. The issues addressed shall be primarily those of financial significance and will focus on recurring and special tasks.

**\*This Meeting is being Recorded\***

### 9 Tools of Civility

- Pay Attention • Listen • Be Inclusive •
- Don't Gossip • Show Respect • Be agreeable • Apologize •
- Give Constructive Criticism • Take Responsibility •

*It's not WHAT you say, It's HOW you say it!*

## MEETING PROTOCOLS

- Committee meetings are open to TDA members, not the public.
- Committee may adjust the agenda during the meeting by adding, deleting, and/or moving agenda items; agenda times are estimated.
- TDA members will have the opportunity to make comments on Agenda items following discussion by the Committee. The Chair will recognize members to comment on agenda items only when they occur in Agenda.
- Non-agenda comments may be raised during Member Comments.
- Action agenda items shall be designated either as "APPROVAL", "RECOMMEND", "DISCUSSION" or "UPDATE". Items listed as RECOMMEND will include discussion and used when the Committee is making recommendations to the Board of Directors. Items listed as DISCUSSION/UPDATES are for ongoing tasks or topics that might later be brought before the Committee or the TDABOD.

## AGENDA

1. **Call to Order / Call for Quorum (4):** Chair (1 min)
  - a. Time: \_\_\_\_\_

**Finance Committee Members** (Quorum 4)  
 John Dundas, Chair  
 Michael Rudolph, Vice Chair  
 Cathy Ravano  
 Joseph Niedringhaus  
 Julie Vietor  
 Laura Kodres  
 Vacant

**Ad Hoc Members**  
 Jim Colbert

**Board Liaisons**  
 Steve Mahoney, Treasurer  
 Jim Roth, Secretary

**Staff Lead**  
 Todd Martyn-Jones, DFA

**LRPC Liaison**  
 To Be Determined

**TDA Staff**  
 David Mickaelian, GM  
 Steve Hogan, Comptroller  
 Patricia West, Asst GM/Clk Bd

**Join Zoom Meeting**  
<https://tahoedonner.zoom.us/j/84382678598?pwd=ZWNUZS2Z5ajAvTjFBYWNOVRXOFRRUT09>  
 Meeting ID: 843 8267 8598  
 Passcode: 302328

**One tap mobile**  
 +16699006833,,84382678598# US (San Jose)  
 +12532158782,,84382678598# US (Tacoma)

**Dial by your location**  
 +1 669 900 6833 US (San Jose)  
 +1 253 215 8782 US (Tacoma)  
 +1 346 248 7799 US (Houston)  
 +1 312 626 6799 US (Chicago)  
 +1 929 205 6099 US (New York)  
 +1 301 715 8592 US (Washington DC)

Meeting ID: 843 8267 8598  
 Find your local number:  
<https://tahoedonner.zoom.us/j/kxW6SKONk>

2. **APPROVAL of Agenda:** Chair (2 min)
  - a. 1<sup>st</sup>: \_\_\_\_\_
  - b. 2<sup>d</sup>: \_\_\_\_\_
    1. Vote: \_\_\_\_\_
  
3. **Presentation of 2021 Annual Audit by McClintock Accountancy Corporation:**  
DFA/Kendall Galka, Audit Partner, McClintock Accountancy Corporation (40 min)
  - a. DRAFT Audit Report to be sent under separate cover by DFA.
  
4. **APPROVAL of Committee Draft Report, March 17, 2022:** Chair/Vice Chair (2 min)
  - a. Report attached to email.
  
5. **Member and Committee Member Comments:** Chair (5 min)

TDA Member comments are welcomed at this time for matters not on the Agenda are limited to three minutes. Members are requested to identify themselves to include Unit and Lot Number or physical Tahoe Donner address. Additionally, Members may submit comments by email to the at [financecommittee@tahoedonner.com](mailto:financecommittee@tahoedonner.com). Only brief clarifying responses and questions are permitted for items not on the agenda.
  
6. **Committee Management:** Chair (10 min)
  - a. Farewell Jim Colbert
  
  - b. FC Liaison to LRPC
    1. Begin on May 12, 2022
    2. FC LNO: Julie Vietor
    3. Intra-Committee Communications
      - a. See PowerPoint attached to email.
  
  - c. eUnify Now Live
    1. Link for Information: [eUnify Member Portal | Tahoe Donner](#)
    2. Link to Logon: [Member Portal | Tahoe Donner](#)
  
7. **Committee Tasks**
  - a. Recurring Tasks (RT)
    1. **DISCUSSION:** RT #1 – March 2022 Financials Performance– DFA (15 min)
      - a. March 2022 Financials sent under separate cover by DFA and attached to email.
  
    2. **DISCUSSION/ACTION:** RT #2 - 5501 Committee **Report** - Treasurer/DFA/FC Attendees (5 min)
      - a. For latest Subcommittee Reports see the upcoming TDABOD Agenda and Supporting Documents.
      - b. **FC Attendees for upcoming Meetings** (3-5 p.m.) via Zoom
        1. May 3, 2022
          - a. Member: **Victor**

2. May 24, 2022
  - a. Member: **Rudolph**

3. June 28, 2022
  - a. Member: **?????**

**8. Next FC Meeting: May 19, 2022, 3:00-4:30 pm, Northwoods Clubhouse, Mezzanine Room & Zoom (1 min)**

**a. Other Meetings:**

1. Regular TDABOD Meetings

a. April 21, 2022:

1. Link to Agenda:

a. <https://tda.eunify.net/CDATA/Sites/Community30157/CuteFiles/Files/board%20agendas/2022%20Agendas%20and%20Supporting%20Docs/April%202022%20-%20Special%20Board%20Meeting/4.21.2022BoardMeetingAgendaWITHLINKSv1.pdf>

2. Link to sign up on line:

a. [https://tahoedonner.zoom.us/webinar/register/WN\\_TipexkqbSAabJ-VRc5hGow](https://tahoedonner.zoom.us/webinar/register/WN_TipexkqbSAabJ-VRc5hGow)

b. April 23, 2022

1. Link to Agenda:

a. <https://tda.eunify.net/CDATA/Sites/Community30157/CuteFiles/Files/board%20agendas/2022%20Agendas%20and%20Supporting%20Docs/4.23.2022%20Regular%20Board%20Meeting/4.23.2022RegularMeetingAgendav6.pdf>

2. Link to sign up on line:

a. [https://tahoedonner.zoom.us/webinar/register/WN\\_GcucyhY1RUOXwQH-n0t0dw](https://tahoedonner.zoom.us/webinar/register/WN_GcucyhY1RUOXwQH-n0t0dw)

2. 5501 Subcommittee Meeting, May 3, 2022, 3:00 – 5:00 p.m.

3. Long Range Planning Committee: Next Meeting – May 12, 2022, 2:00 p.m.

**9. Preliminary Agenda Topics: Chair (5 min)**

- a. 5501 Report and FC Attendee Signups – Chair, 5 min
- b. Charter Revision – Chair, 10 min
- c. Improving Financial Reporting – Ravano, 15 min
- d. Financial FAQs – Kodres, 20 min

**10. Adjournment: Chair**

- a. 1<sup>st</sup>: \_\_\_\_\_
- b. 2<sup>nd</sup>: \_\_\_\_\_
  1. Vote: \_\_\_\_\_