



FINANCE COMMITTEE MEETING AGENDA

November 17, 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.
- Non-agenda comments may be raised during Member Comments.
- 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.
- Action agenda items shall be designated either as "APPROVAL", "RECOMMEND", "DISCUSSION" or "UPDATE". Items listed as APPROVAL or RECOMMEND will include discussion and used when the Committee is making recommendations to the Board of Directors. Items listed as DISCUSSION or 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
Board Liaisons
Steve Mahoney, Treasurer
Staff Lead
Todd Martyn-Jones, DFA
LRPC Liaison
Denise Gauny

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

Join Zoom Meeting
<https://tahoedonner.zoom.us/j/82202583380?pwd=ZUU1UmtQb3Fpa3JDanJSeV3RWlhQT09>
Meeting ID: 822 0258 3380
Passcode: 913325
One tap mobile
+16694449171,,82202583380# US
+16699006833,,82202583380# US (San Jose)
Dial by your location
+1 669 444 9171 US
+1 669 900 6833 US (San Jose)
+1 346 248 7799 US (Houston)
+1 719 359 4580 US
+1 253 215 8782 US (Tacoma)
+1 929 205 6099 US (New York)
+1 301 715 8592 US (Washington DC)
+1 309 205 3325 US
+1 312 626 6799 US (Chicago)
+1 386 347 5053 US
+1 564 217 2000 US
+1 646 931 3860 US
Meeting ID: 822 0258 3380
Find your local number:
<https://tahoedonner.zoom.us/j/kwd0LHjlb>

2. **APPROVAL of Agenda:** Chair (2 min)

- a. 1st: _____
- b. 2nd: _____
 - 1. Vote: _____

3. **APPROVAL of Committee Draft Report, September 15, 2022:** Chair/Vice Chair (2 min)

- a. September 15, 2022, Report attached to email.
- b. October meeting cancelled due to extensive annual budget workshops therefore no report.
- c. 1st: _____
- d. 2nd: _____
 - 1. Vote: _____

4. **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. Only brief clarifying responses and questions are permitted for items not on the agenda.

5. **Committee Management:** Chair (10 min)

- a. **DISCUSSION/ACTION:** Committee Appointments: Chair/Vice Chair (20 min)
 - 1. Agenda Item on tomorrow's Regular Board of Directors' Meeting.
 - 2. Need recommendations on who will fill terms
 - a. 1 two-year terms?
 - b. 2 three-year terms?
 - 3. Staff Report Link: <https://www.tahoedonner.com/wp-content/uploads/2022/11/11.18.2022-Finance-Committee-Application-Recommendations-v3.pdf>
 - 4. Applicant Links
 - a. Ravano
 - 1. TDA Application: <https://www.tahoedonner.com/wp-content/uploads/2022/11/Cathy-Ravano-Committee-Application-Form.pdf>
 - 2. FC Supplemental Application: <https://www.tahoedonner.com/wp-content/uploads/2022/11/Cathy-Ravano-Finance-Committee-Supplemental-Application-Form.pdf>
 - 3. Statement: <https://www.tahoedonner.com/wp-content/uploads/2022/11/Cathy-Ravano-Statement-of-Interest.pdf>

- b. Craig Falk
 - 1. TDA Application: <https://www.tahoedonner.com/wp-content/uploads/2022/11/Craig-Falk-Committee-Application.pdf>
 - 2. FC Supplemental Application: <https://www.tahoedonner.com/wp-content/uploads/2022/11/Craig-Falk-Supplemental-Application.pdf>
- c. Corey Leibow
 - 1. TDA Application: <https://www.tahoedonner.com/wp-content/uploads/2022/11/Corey-Leibow-Application.pdf>
 - 2. FC Supplemental Application: <https://www.tahoedonner.com/wp-content/uploads/2022/11/Corey-Leibow-Supplemental-Application.pdf>
 - 3. Resume: <https://www.tahoedonner.com/wp-content/uploads/2022/11/Corey-J-Leibow-Resume-2022.pdf>

6. Committee Tasks

- a. **UPDATE:** YTD Capital Expenditures Update and Forecast – Jon Mitchell, DCP (15 min)

- b. Recurring Tasks (RT)

- 1. **DISCUSSION:** RT #1 - Financial Performance **Update** – DFA (20 min)

- a. Dashboard review of Past Month, YTD, and Forecast of Current Month.

- b. Link: <https://www.tahoedonner.com/wp-content/uploads/2022/11/Board-Presentation-October-2022-Financial-Report.pdf>

- 2. **DISCUSSION/ACTION:** RT #2 - 5501 Committee **Report** - Treasurer/DFA/FC Attendees (5 min)

- a. **UPDATES:** Meeting Reports

- 1. DRAFT 5501 Committee Report of September 2022
Financial Records:



5501 Committee
Report Sept 2022 Re

- 2. Link to TDA Board Meeting Agenda Item:

- <https://www.tahoedonner.com/wp-content/uploads/2022/11/Tahoe-Donner-Association-5501->

[Sub-Committee-Meeting-Acknowledgement-For-September-2022-1.pdf](#)

b. **ACTION:** FC Attendees for upcoming Meetings (3-5 pm) via Zoom

1. November 22, 2022
 - a. Member 22, 2022: Kodres
2. December 27, 2022
 - a. Member: ?????
3. January 24, 2023
 - a. Member: ?????

3. **DISCUSSION:** 2023 Finance Committee Task List: Chair/Vice Chair (30 min)

- a. Agenda Item on tomorrow's Regular Board of Directors' Meeting
- b. References:

1. TDA Five-Year Strategic Plan
 - a. Link: <https://www.tahoedonner.com/wp-content/uploads/2021/05/2021-Strategic-Plan-Booklet-v3.pdf>
2. 2022 TDA Work Plan
 - a. Link: <https://www.tahoedonner.com/wp-content/uploads/2022/06/2022-Work-Plan.pdf>
3. 2023 TDA Work Plan
 - a. Pdf



2023 Workplan
Adopted_FINAL.pdf

4. Current FC Task List: <https://www.tahoedonner.com/wp-content/uploads/2022/06/2022-TDA-FC-Task-List-06252021.pdf>
5. Current FC Work Plan
 - a. Pdf



2022 Finance
Committee Workpla

c. Special Tasks (SP)

1. **Quick UPDATES** from Leads:
 - a. FAQs – Kodres (3 min)
 - b. LRPC – Vietor (3 min)
 - c. Financial Reporting – Ravano (3 min)

7. Next FC Meeting: December 15, 2022, 3:00-4:30 pm, Northwoods Clubhouse, Mezzanine Room + Zoom (1 min)

a. Other Meetings:

1. Regular TDABOD Meeting, November 19, 2021, 9:00 - 2:20 pm, Sign up
 - a. Sign up On line:
https://tahoedonner.zoom.us/webinar/register/WN_VtwWqeeHT6-hNagfSOcmsw
 - b. Link to Agenda: <https://www.tahoedonner.com/wp-content/uploads/2022/11/11.18.2022-Regular-Meeting-Agenda-v2-1.pdf>
 - c. Topics of interest:
 1. 2023 Committee Appointments Process
 2. 2023 Committee Task Lists
 3. 2022 Committee Appointment Process
 4. Amenity Access
 5. Quarterly Treasurer's Report
2. 5501 Subcommittee Meeting, November 22, 2022, 3:00 – 5:00 pm

8. Preliminary Agenda Topics: Chair (5 min)

- a. Review Financial Results – DFA, 20 min
- b. 5501 Report and FC Attendee Signups – Chair, 5 min
- c. Applicants Process
- d. 2023 FC Task List

9. Adjournment: Chair

- a. 1st: _____
- b. 2nd _____
 1. Vote: _____
- c. Time: _____