



FINANCE COMMITTEE MEETING AGENDA

December 15, 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=ZUU1UmtOb3Fpa3JDanNSelV3RWNhQT09>
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/u/kwd0LHjlb>

2. **APPROVAL of Agenda:** Chair (2 min)
 - a. 1st: _____
 - b. 2^d: _____
 1. Vote: _____

3. **APPROVAL of Committee Draft Report, November 17, 2022:** Chair/Vice Chair (2 min)
 - a. DRAFT November Report attached to email.
 1. 1st: _____
 2. 2nd _____
 - a. Vote: _____

4. **Member and Committee Member Comments:** Chair (2 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:**
 1. **DISCUSSION/ACTION** - Committee Appointments – Chair (5 min)
 - a. Action to be taken by TDABOD at December Regular Meeting.
 - b. Anticipate approval or further direction from Board.

 2. **DISCUSSION/ACTION:** Election for Chair and Vice Chair – Chair (10 min)
 - a. Rudolph
 - b. Niedringhaus
 - c. Vietor
 - d. Kodres
 - e. Ravano, Pending Reappointment
 - f. Falk, Pending Applicant
 - g. Leibow, Pending Applicant

 - b. **DISCUSSION/ACTION:** 2023 Committee Task List – Vice Chair (20 min)

6. **Committee Tasks**
 - a. Recurring Tasks (RT)
 1. **DISCUSSION:** RT #1 - Financial Performance **Update** – DFA (15 min)
 - a. Dashboard review of Past Month, YTD, and Forecast of Current Month.
 - b. November Monthly Financial Report to be provided by DFA & BS.

2. **DISCUSSION/ACTION: RT #2 - 5501 Committee Report - Treasurer/DFA/FC Attendees (5 min)**
 - a. DRAFT Report-November 22, 2022
 1. November Report to be provided by DFA & BS.
 - b. FC Attendees for upcoming Meetings (3-5 pm) via Zoom
 1. December 27, 2022
 - a. Member: Vietor
 2. January 24, 2023
 - a. Member: Rudolph
 3. February 28, 2023
 - a. Member: ??????
 - b. **DISCUSSION/ACTION: 2023 Committee Tasks List – Vice Chair (20 min)**
 1. DRAFT Task List will be provided by Vice Chair.
 - c. Quick **UPDATES** Special Tasks (ST):
 - a. FAQs – Kodres (3 min)
 - b. LRPC – Vietor and Gauny (3 min)
 - c. Financial Reporting – Ravano (3 min)
7. **Next FC Meeting: January 19, 2023, 3:00-4:30 pm, Northwoods Clubhouse, Mezzanine Room + Zoom (2 min)**
- a. **Other Meetings:**
 1. Regular TDABOD Meeting, December 16, 2022, 9:00 am, Sign up
 - a. Sign up On line:
https://tahoedonner.zoom.us/webinar/register/WN_0tDohww6TU-Kf-anQQmyqcg
 - b. [Agenda should be posted on TDA Website by close of business Friday, December 9, 2022.](#)
 2. 5501 Subcommittee Meeting, December 27, 2022, 3:00 – 5:00 pm
8. **Preliminary Agenda Topics: Chair (2 min)**
- a. Review Financial Results – DFA, 20 min
 - b. 5501 Report and FC Attendee Signups – Chair, 5 min
9. **Adjournment: Chair (1 min)**
- a. 1st: _____
 - b. 2nd _____
 1. Vote: _____
 - c. Time: _____