



FINANCE COMMITTEE MEETING

AGENDA

January 19, 2023

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=ZUUIUmtOb3Fpa3JDanNSeiV3RWVhQT09>

Meeting ID: 822 0258 3380
Passcode: 913325

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+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
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Meeting ID: 822 0258 3380

Find your local number:
<https://tahoedonner.zoom.us/j/kwd0LHjib>

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

- a. 1st: _____
- b. 2^d: _____
 - 1. Vote: _____

3. **Nomination, Voting and Approval of Officers for 2023**

Nomination of Chairman:

- a. 1st: _____
- b. 2^d: _____
 - 1. Vote: _____

Nomination of Vice Chairman:

- a. 1st: _____
- b. 2^d: _____
 - 2. Vote: _____

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

- a. DRAFT November Report attached to email.
 - 1. 1st: _____
 - 2. 2nd: _____
 - a. Vote: _____

5. **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.

6. **Committee Management:**

1. **DISCUSSION/ACTION:**

- a. Discussion of Finance Committee Work/Task Plan that was revised, submitted for approval and then Approved by the Board of Directors at the January 11th Special Board Meeting.
- b. Initial discussions to develop additional information to supplement the plan.

7. **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. December 2022 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-December, 2022
 1. December Report to be provided by DFA & BS.
 - b. FC Attendees for upcoming Meetings (3-5 pm) via Zoom
 1. January 24, 2023
 - a. Member: Rudolph
 2. February 28, 2023
 - a. Member: ??????
 3. March 28, 2023
 - a. Member: ?????
 - b. Quick **UPDATES** Special Tasks (ST):
 - a. FAQs – Kodres (3 min)
 - b. LRPC – Vietor and Gauny (3 min)
 - c. Financial Reporting – Ravano (3 min)
8. **Next FC Meeting: January 19, 2023, 3:00-4:30 pm, Northwoods Clubhouse, Mezzanine Room + Zoom (2 min)**
 9. **Preliminary Agenda Topics: Chair (2 min)**
 - a. Review Financial Results – DFA, 20 min
 - b. 5501 Report and FC Attendee Signups – Chair, 5 min
 - c. Next steps for the FC Work/Task plan
 10. **Adjournment: Chair (1 min)**
 - a. 1st: _____
 - b. 2nd _____
 1. Vote: _____
 - c. Time: _____