

**AGENDA**  
**TAHOE DONNER ASSOCIATION**  
**REGULAR BOARD OF DIRECTORS' MEETING**

**April 28, 2023**  
**Northwoods Clubhouse, Mezzanine and Zoom Webinar**  
**9:00 a.m.**

This timed Agenda is prepared one week in advance of the meeting. The Board reserves the right to adjust this schedule during the meeting by adding, deleting, and/or moving matters as permitted by law. Association Board of Directors' meetings are open to property owners, but not the general public.

Property owners have the opportunity to make comments during each Agenda item in person at the meeting or via Zoom webinar. All board meetings are broadcast live. To watch board meetings live and for instructions on how to call into board meetings please visit the Tahoe Donner website at: <http://www.tahoedonner.com/members/governance/board-meetings/>.

Board meetings are defined by the Davis-Stirling Act as a gathering of a majority of directors at the same time and place to "hear, discuss, or deliberate upon any item of business that is within the authority of the Board." (Civ. Code §4090.) A Board meeting is a meeting of the corporation's Board of Directors' to conduct business of the corporation.

**\*This meeting is being recorded and broadcast live.\***  
**\*The times listed for each agenda topic are approximate.\***



*Please silence your cell phone.*

**OPEN SESSION**

- 1. 9:00 a.m. Call to Order / Call for Quorum**  
(Don Koenes, Board President)

**Opening Procedures:**

- Pledge of Allegiance

**2. 9:05 a.m. Member Comments**

Property owners' comments are welcomed at this time for matters not on the agenda and are limited to three minutes. However, property owners may submit additional comments by email to the Board at [memberletters@tahoedonner.com](mailto:memberletters@tahoedonner.com). The Board president will recognize property owners to comment on agenda items as they occur. Property owners will have the option of making comments during the meeting in person, or via Zoom webinar.

Property owners are requested to identify themselves and to include Unit and Lot Number or Tahoe Donner address. Directors and Staff are limited by law to brief responses and clarifying questions to matters not on the agenda. Directors may request Staff to report back to the Board concerning such matters and place the matter on a future Board agenda.

**3. 9:15 a.m. Consent Calendar**

All items listed under the Consent Calendar are considered to be routine and will be approved by one motion. There will be no separate discussion of these items unless a member of the Board requests a specific item to be removed from the Consent Calendar for separate action. Any item so removed will be taken up following the motion to approve the remainder of the Consent Calendar.

- March 24, 2023 Regular Board Meeting Minutes
- April 12, 2023 Special Board Meeting Minutes
- Executive Session Report
  - 3/24/23
  - 4/12/23
- 5501 Report for February 2023
- Tahoe Donner 9-Holers Golf Club Updated Bylaws
- Finance Committee Charter Update
- Application for Tahoe Donner Giving Fund Committee

**4. 9:20 a.m. Committee / Task Force Reports**

The Board of Directors will review the Committee / Task Force written minutes and reports as a routine monthly procedure. Specific requests from Chairs for board Action or Discussion will be added to the agenda as separate topics. Routine committee membership adjustments will be placed on the consent calendar.

- Architectural Standards Committee
- Covenants Committee
- Elections Committee
- Finance Committee
- Long-Range Planning Committee
- Giving Fund Committee
- Trails & Open Space Committee

5. **9:30 a.m. Town of Truckee Project Update**  
(Jon Mitchell, Director of Capital Projects and Facilities)

The Board of Directors will receive an update on the Town of Truckee’s capital projects that impact Tahoe Donner, which may include some TSSA-1 funded projects.

6. **10:10 a.m. 2023 Board of Directors Election Update**  
(Patricia West, Staff Liaison for Elections Committee)

The Board of Directors received two verified applicants for the 2023 Board of Directors Election: Stephen Mahoney and Courtney Murrell, for the two open positions. By Motion, the Board may consider electing Courtney Murrell and Stephen Mahoney by acclamation.

7. **10:40 a.m. Break**

8. **10:50 a.m.. Architectural Standards Fee Schedule**  
(Annie Rosenfeld, Director of Administrative Services)

The Board of Directors will receive recommendations for changes to the Architectural Standards Project Fees and a request for publication of a 45-day member notification.

9. **11:10 a.m. Building Replacement Reserve Fund Update**  
(David Mickaelian, General Manager)

The Board of Directors will receive an update on potential Building Replacement Fund policy. Board to provide direction to staff.

10. **12:10 p.m. 2023 Q1 Financial Report**  
(Todd Martyn-Jones, Director of Finance and Business Systems)

The Board of Directors will receive an update on the first quarter financial report for 2023.

11. **12:30 p.m. Lunch Break**

12. **1:00 p.m. 3<sup>rd</sup> Permit Extension Request**  
(Annie Rosenfeld, Director of Administrative Services)

The Board of Directors will consider a property owner’s request for a third extension on a new house/garage construction permit.

**13. 1:30 p.m. General Manager Update**  
(David Mickaelian and Staff)

The Board of Directors will receive an update from the General Manager, and may provide direction to the General Manager for future Board consideration, on the following:

- A. Summer Golf Operations
- B. Summer Camp Registration Update
- C. Downhill Ski Lodge Update

**14. 2:15 p.m. Executive Session (closed to members)**

The Board is allowed to meet in “executive session” to discuss certain topics (Civil Code §4935).

The Board of Directors plan to meet in Executive Session to discuss the following:

- Contracts
- Personnel Matters
- Legal
- Approval of Executive Session Minutes

**15. 4:00 p.m. Adjournment**

The next regularly scheduled Board Meeting will be held on **Friday, May 26, 2023** at 9:00 a.m. at the Northwoods Clubhouse, Mezzanine and via Zoom webinar.

**Tahoe Donner Committee Meeting Schedule**

<https://cdn1.tahoedonner.com/wp-content/uploads/2020/09/09114344/Committee-Meeting-Calendar.pdf>

- Architectural Standards Committee Next Meeting – May 3, 2023 at 9:00 a.m.
- Covenants Committee Next Meeting – May 11, 2023 at 1:00 p.m.
- Elections Committee Next Meeting – May 2, 2023 at 2:00 p.m.
- Finance Committee Next Meeting – May 18, 2023 at 3:00 p.m.
- Long Range Planning Committee Next Meeting – May 11, 2023 at 2:00 p.m.
- Tahoe Donner Giving Fund Committee Next Meeting – May 8, 2023 at 3:00 p.m.
- Trails & Open Space Committee Next Meeting – May 3, 2023 at 3:00 p.m.

In compliance with Civil Code §4920 and §4045 – this agenda was posted at least four days prior to the meeting.

Look for board meeting details online at:

<https://www.tahoedonner.com/members/governance/board-meetings/>

Enroll in our electronic communication’s email opt-in program to receive official communications via email. <http://www.tahoedonner.com/update-your-profile/opt-in-to-go-paperless/>

Patricia West  
Executive Assistant

April 20, 2023  
Date

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