

MINUTES
TAHOE DONNER ASSOCIATION
REGULAR BOARD OF DIRECTORS MEETING

June 23 2023
The Northwoods Clubhouse, Mezzanine and Zoom Webinar
9:00 a.m.

A regular, scheduled meeting of the Board of Directors of Tahoe Donner Association was held at The Northwoods Clubhouse, Mezzanine and via Zoom webinar on Friday, June 23, 2023. President Koenes called the meeting to order at 9:00 a.m. The following Directors were in attendance, thus constituting a quorum of the authorized number of Directors of the Association:

Directors Present: Don Koenes, President
Benjamin Levine, Vice President
Steve Mahoney, Treasurer
Courtney Murrell, Secretary
Jim Roth, Director (via Zoom)

Directors Absent: None

Staff Present: David Mickaelian, General Manager
Miguel Sloane, Director of Operations
Lindsay Hogan, Director of Communications
Annie Rosenfeld, Director of Administrative Services (via Zoom)
Todd Martyn-Jones, Director of Finance & Business Solutions
Jon Mitchell, Director of Capital Projects and Maintenance
John Groom, Director of Land Management
Patricia West, Recording Secretary

1. Call to Order / Call for Quorum

Board President Koenes called to order at 9:00 a.m.

2. Member Comments

Board President Koenes invited brief member comments on items that are not on the agenda.

- A member commented on the Tahoe Donner Giving Fund and the Dog Mayor campaign.
- A member commented on recognizing John Groom and the Golf Superintendent, Ram.

- A member commented on recognizing Leslie Loveland and John Groom for the Volunteer Trail work days.
- A member commented on golf course damage and considering after hours security or cameras.

Members may submit additional comments by email to the Board of Directors at Memberletters@tahoedonner.com (Members are recognized to comment on agenda items as they occur).

3. 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.

- May 26, 2023 Regular Board Meeting Minutes
- Executive Session Report
 - May 26, 2023
 - May 31, 2023
 - June 7, 2023
 - June 14, 2023
 - June 15, 2023
- 5501 Report for April 2023
- Financial Update for May 2023

Director Mahoney made a motion to approve the Consent Calendar, seconded by Director Levine. Motion approved 5 – 0.

4. Committee/Task Force Reports

The Board of Directors reviewed 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

The Board of Directors received these items as information.

Chair Nan Meek (Giving Fund) commented that they are updating procedures and have finalized the TTCF contract and everything is going well.

Chair Dan Simmons (LRPC) said that they are focusing on the Northwoods campus.

5. Proposed Changes to the Architectural Standards Fee Schedule – 45 Day Notice Member Comments

(Annie Rosenfeld, Director of Administrative Services)

Pursuant to TDA Covenants and Restrictions, the board will hear member comments on proposed changes to the Architectural Standards Fee Schedule. Members will have 3 minutes to make their verbal comments.

There were no member comments made during this meeting and no written comments were received up until the meeting.

6. General Manager Update

(David Mickaelian, General Manager and Staff)

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

- A. Golf and Summer Operations
- B. Community Standards Update
- C. Downhill Ski Lodge Update

Miguel Sloane provided an update on summer and golf operations.

Annie Rosenfeld provided an update on the rebranding of Architectural Standards and Covenants to Community Standards.

David provided an update that the Downhill Ski Lodge application meeting on June 20th at the Town of Truckee Planning Commission was continued to a date to be determined, potentially July. They extended public comment until today, June 23rd.

David also provided a reminder about the Annual Membership Meeting this Sunday, June 25th and that there would be two speakers – the Fire Chief, discussing Measure T, and John Groom, discussing defensible space and other forestry items.

- A member commented about the Downhill Ski Lodge costs and that the Association should prioritize employee housing.

David responded to the member that we have a workforce housing stud with EPS.

13. Authorization to Record Liens on Properties with Delinquent Accounts

(Todd Martyn-Jones, Director of Finance, Accounting and Business Support)

The Board of Directors was asked to consider the authorization of recording liens on the properties of members who have failed to bring their assessment accounts current.

Director Levine made a motion to authorize Platinum Resolution Services to record a lien against delinquent properties as noted in Exhibit A, seconded by Director Mahoney. Motion passed 5 – 0.

7. Break 10:10 a.m. – 10:20 a.m.

8. Appointment of Board Member Officers

The director election results having been announced and certified. Director Levine made a motion to elect the following officers, to be effective at the adjournment of the Annual Member Meeting on June 25, 2023, seconded by Director Mahoney. Roll call motion passed 5 – 0.

- President Don Koenes
- Vice President Benjamin Levine
- Treasurer Steve Mahoney
- Secretary Courtney Murrell
- Director-at-Large Jim Roth

9. Adoption of a Board Meeting Schedule

The Board adopted a schedule of the dates and times of all regular Board meetings for 2023-2024. This will continue, per Corporate Resolution 2022-1, on fourth Fridays of each month except for November and December which will be on the third Fridays.

The scheduling of the Budget Workshops will be discussed at the next regularly scheduled Board meeting on July 28, 2023.

Director Levine made a motion to remove the budget workshops scheduling and adopt the regular board meeting and annual membership meeting schedule as presented with location at Northwoods Clubhouse, seconded by Director Mahoney. Motion passed 5 – 0.

10. Committee Liaison Appointments

Director Levine made a motion to appoint liaisons to the following committee, seconded by Director Murrell. Motion passed 5 – 0.

- Finance Steve Mahoney
- Architectural Courtney Murrell
- Covenants Jim Roth
- Long-Range Planning Don Koenes
- Giving Fund Benjamin Levine
- Trails & Open Space Benjamin Levine

11. Board will assign 5501 Subcommittee Director designee for July 2023 to June 2024 monthly meetings

Director Levine moved to continue the current rotation with July – Benjamin, August – Don, September – Courtney, October – Jim, etc, seconded by Director Roth. Motion passed 5 – 0.

12. 2023 Board Training Plan

The Board will discuss scheduling Board training at a future date.

15. Executive Session (closed to members)

Director Mahoney made a motion to adjourn to Executive Session at 10:43 a.m., seconded by Director Murrell. Motion passed 5 – 0.

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

17. Adjournment

Director Mahoney made a motion to adjourn the meeting at 11:54 a.m., seconded by Director Murrell. Motion passed 5 – 0.

Submitted by:

SECRETARY’S CERTIFICATE

I, Courtney Murrell, Secretary of Tahoe Donner Association, do hereby certify that the foregoing is a true and correct copy of the minutes of the Tahoe Donner Association Board of Directors regular meeting held on June 23, 2023 as approved by the Board members in attendance and constituting a quorum at a duty convened subsequent meeting of the Board.

Courtney Murrell, Board of Directors Secretary