



# FINANCE COMMITTEE MEETING

## AGENDA

July 17, 2023

3:00-4:30 p.m.

Northwoods Clubhouse, Mezzanine Room + Zoom

### 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.
- 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.

**Finance Committee Members** (Quorum 4)  
 Cathy Ravano, Chair  
 Michael Rudolph, Vice Chair  
 Corey Leibow  
 Joseph Niedringhaus  
 Julie Vietor  
 Laura Kodres  
 Craig Falk  
**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

### AGENDA

#### 1. Call to Order / Call for Quorum (4): Chair

a. Time: \_\_\_\_\_

#### 2. APPROVAL of Committee Draft Report, June 15, 2023: Chair/Vice

Chair

1. 1<sup>st</sup>: \_\_\_\_\_

2. 2<sup>nd</sup>: \_\_\_\_\_

a. Vote: \_\_\_\_\_

**3. Member and Committee Member Comments: Chair**

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](mailto:financecommittee@tahoedonner.com). Only brief clarifying responses and questions are permitted for items not on the agenda.

**4. Monthly Financial Review and Presentation: Todd Martyn-Jones**

- a. Discussion of FC purpose and participation in budget preparation and review
- b. Monthly financial review

**5. Budget dates: Chair/Vice Chair**

- a. September 9 – Operating budget
- b. September 21 – Development and other funds budget review
- c. October 6 – Final review and prep for submission
- d. October 20 – Board Special Meeting for Budget review
- e. October 27 – Regular Board Meeting

**6. 5501 Committee Meeting Attendees**

- a. August: TBD
- b. September: TBD
- c. October: TBD

**7. Next FC Meeting: August 18, 3:00-4:30 pm, Northwoods Clubhouse, Mezzanine Room + Zoom**

**8. Adjournment: Chair**

- a. 1<sup>st</sup>: \_\_\_\_\_
- b. 2<sup>nd</sup> \_\_\_\_\_
  - 1. Vote: \_\_\_\_\_
- c. Time: \_\_\_\_\_