

MINUTES
TAHOE DONNER ASSOCIATION
SPECIAL JOINT BOARD OF DIRECTORS MEETING: Amenity Access Policy + 2024
Budget Orientation Workshop

August 10, 2023
The Northwoods Clubhouse, Mezzanine and Zoom Webinar
9:00 a.m.

A special, scheduled meeting of the Board of Directors of Tahoe Donner Association was held at The Northwoods Clubhouse, Mezzanine and via Zoom webinar on Thursday, August 10, 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
Lindsay Hogan, Director of Communications
Miguel Sloane, Director of Operations
Todd Martyn-Jones, Director of Finance, Accounting & Business Systems
Patricia West, Recording Secretary

Additional: Cathy Ravano, Finance Committee Chair
Michael Rudolph, Finance Committee Vice Chair
Craig Falk, Finance Committee Member
Julie Vietor, Finance Committee Member (Zoom)
Joseph Niedringhaus, Finance Committee Member (Zoom)
Laura Kodres, Finance Committee Member
Dan Simmons, Long Range Planning Committee Chair, at 12:30 p.m.
Peter Sawyer, Trails & Open Space Committee Chair (Zoom 12:08 p.m.)

1. Call to Order / Call for Quorum

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

2. Amenity Access Policy Workshop – Phase 2

The Board of Directors and staff reviewed options presented by staff on several topics related to member considerations.

Familial relationships validation requirements: Currently validation requirements are not consistent, due to difficulty in establishing cousins, uncles, aunts, nieces and nephews.

Staff recommendation is to require owners to provide official documentation to prove familial relationships relative to “owner’s family” as defined in the policy.

Currently looking to change the definition of owner’s family to exclude grandparents, cousins, aunts, uncles, nieces and nephews. The Board asked if members will be able to submit validation documents online and staff answered yes. The Board agreed to require validation with a transition or grace period.

Member photo ID cards Age Requirement: Currently required for anyone 7 years old and older. Currently no daily access fee to private amenities for children under 7. Member products for children under 7 require registration as a “onestore child” to purchase camps, lessons, etc., and this causes confusion.

Staff recommends the adjustment of the member photo ID card age requirement from ages 7 and up to ages 3 and up. Increasing maximum number of cards per property from 8 to 10 will help with this change.

Director Murrell noted that children of all ages are still counted in the pools for pool capacity. There was consensus by the Board to require cards for members ages 3 and up.

Access Revenue Methodology: Currently member access revenue is collected via three methods: 1. Member daily access fees. 2. Annual recreation fee. 3. Annual fee for cards 5-8. The 2023 approximate total is \$1,390,000 (8% of total operating revenue – does not include guest access revenue, which will be a future workshop topic).

Option 1: Two cards included in the assessment, with up to 8 more available for purchase. A variety of sub-options within Option 1.

- Option 1A: 2 cards included with assessment. Private amenity access is included for anyone with a member ID card. Additional cards at \$35 each would require a \$168 increase to the annual assessment. No additional costs.
- Option 1B: 2 cards included with assessment. Additional cards at \$35 each. Rec Fee optional add-on for all cards at \$95 each. If don’t choose rec fee, member daily access rate of \$12 per day per person.
- Option 1C: 2 cards included with assessment includes private amenity access. Cards 3-10 at \$35 each with optional add-on of \$110 each for Rec Fee. Member daily access rate of \$12 per day per person. Annual assessment increase of \$82 per property.

- Option 1D: 2 cards included with assessment includes private amenity access. Cards 3-10 at \$50 each with optional add-on of \$205 each for Rec Fee. Member daily access rate of \$12 per day per person. No annual assessment increase.

Option 2: 10 cards included in the assessment. A variety of sub-options within Option 2.

- Option 2A: Up to 10 cards included in assessment with full access to private amenities and no additional daily or rec fees. Annual assessment increase of \$215 per property.
- Option 2B: Up to 10 cards included in assessment. Optional add-on Rec Fee would be \$120 per member card. Member daily access fee of \$12 per day per person.

Staff Recommendation – Option 2B. Relatively simple and does not increase assessment.

The Board had consensus for staff to continue to pursue options 1C, 2A, 2B.

3. Member Comments

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

- There no comments made on items not on the agenda.

4. Lunch Break 12:01 – 12:30 p.m.

5. 2024 Budget Orientation

The Board, along with the Finance Committee and the Chairs of the Long-Range Planning Committee and Trails & Open Space Committee, discussed the upcoming 2024 budget.

6. Executive Session (closed to members)

The Board is allowed to meet in “executive session” to discuss certain topics (Civil Code §4935). There being no executive session topics, this did not happen.

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

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

7. Adjournment

There being no further regular business, there was consensus to adjourn the meeting at 2:08 p.m.

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 August 10, 2023 as approved by the Board members in attendance and constituting a quorum at a duly convened subsequent meeting of the Board.

Courtney Murrell, Board of Directors Secretary