

**MINUTES**  
**TAHOE DONNER ASSOCIATION**  
**REGULAR BOARD OF DIRECTORS MEETING**

**September 22, 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, September 22, 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, via Zoom  
Courtney Murrell, Secretary  
Jim Roth, Director, via Zoom

**Directors Absent:** None

**Staff Present:** Annie Rosenfeld, Interim GM, Director of Administrative Services  
Miguel Sloane, Director of Operations  
Lindsay Hogan, Director of Communications  
Todd Martyn-Jones, Director of Finance & Business Solutions  
Jon Mitchell, Director of Capital Projects and Maintenance  
Steve Turner, Director of Food & Beverage  
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 property at Northwoods and Fjord and the excavation.

Members may submit additional comments by email to the Board of Directors at [Memberletters@tahoedonner.com](mailto: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.

- July 13, 2023 Special Amenity Access Board Meeting Minutes (Revised)
- August 10, 2023 Special Amenity Access and 2024 Budget Orientation Board Meeting Minutes
- August 25, 2023 Regular Board Meeting Minutes
- Executive Session Report
  - 8/2/23
  - 8/25/23
- 5501 Report for July 2023
- August 2023 Financials
- Replacement Reserve Fund - Trout Creek Recreation Center Gym-side HVAC Units Replacement
- Replacement Reserve Fund – Northwoods Clubhouse HVAC Unit Replacement

Director Mahoney made a motion to approve the consent calendar, seconded by Director Levine. Motion passed 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.

**5. 2023 Update to the Reserve Study National Standards**  
(Annie Rosenfeld, Interim General Manager)

The Board of Directors received a presentation on the newly adopted update (July 2023) to the Reserve Study National Standards and its implications to the TDA Reserve Study and governing policy resolutions.

**6. Break 9:55 a.m. to 10:05 a.m.**

**7. Management Update**

The Board of Directors received an update from the Interim General Manager on the following:

- A. Communications Preference Survey Results
- B. Capital Projects Update
  - a. Euer Valley Restoration Phase I (Coyote Crossing)
  - b. The Lodge Parking and Walkway
  - c. Downhill Ski Lodge Replacement
  - d. Beach Club Marina Deck Expansion

The Board requested eBike parking at The Lodge and a future update on Euer Valley.

**8. Lunch Break – Not taken**

**9. Executive Session (closed to members)**

*Director Mahoney made a motion to adjourn to Executive Session at 10:59 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

**10. Adjournment**

Director Mahoney made a motion to continue the executive session meeting at a day and time TBD. 3:09 p.m., seconded by Director Levine. 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 September 22, 2023 as approved by the Board members in attendance and constituting a quorum at a duly convened subsequent meeting of the Board.

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Courtney Murrell, Board of Directors Secretary