

# 2024 COMMITTEE TASK LISTS

February 23, 2024





# OUTCOMES

The Board of Directors has approved the 2024 Annual Task Lists for the following committees:

- Architectural Standards Committee (Approved 12/15/23)
- Covenants Committee (Approved 1/26/24)
- Elections Committee (Approved 12/15/23)
- Long-Range Planning Committee (Approved 1/26/24)
- Tahoe Donner Giving Fund Committee (Approved 1/26/24)
- Trails & Open Space Committee (Approved 1/26/24)

The board may act to:

- Adopt the Finance Committee task list as presented; or
- Adopt the Finance Committee task list with modifications

And:

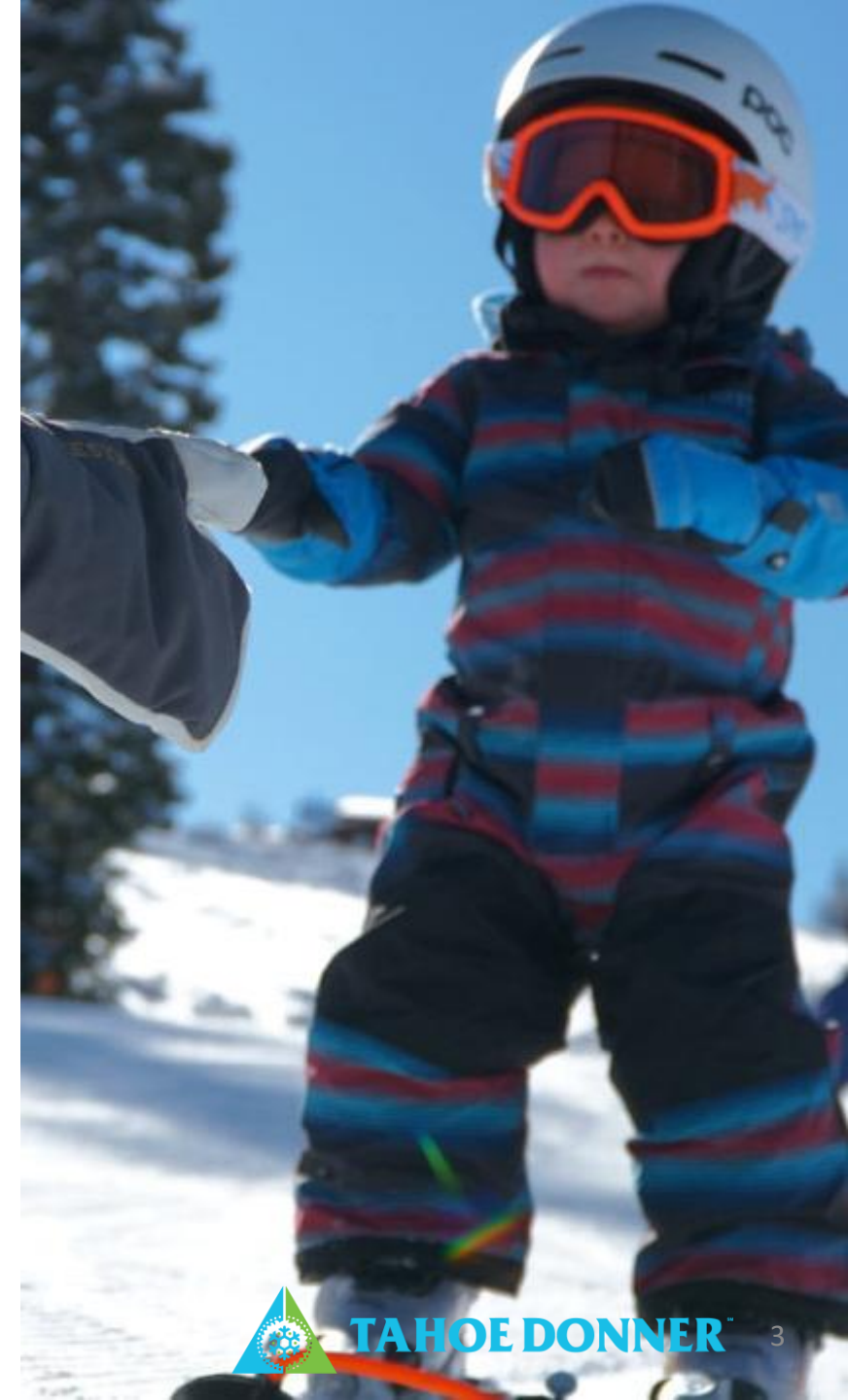
- Adopt the addition of succession and recruiting plans to all committee task lists



# BACKGROUND

Per Committee Policy Resolution 2021-5:

- The committee's overall task list should be consistent with its chartered purpose(s), the Association's Five-Year Strategic Plan Initiatives and the... (2024 Annual Strategic Objectives)
- The committee may recommend to the Board additional tasks, provided that no significant committee action shall occur without Board approval
- The scope of the committee tasks shall not include the following:
  - Direct or indirect involvement in the daily operations of Association
  - Interactions with management or staff except when arranged through the General Manager or staff lead
  - Interference in the traditional relationship between the Board and General Manager



# COMMITTEE TASK LISTS

TDA 5-Year Strategic Plan



2024 Strategic Objectives



2024 Budget



2024 Committee Task Lists



# FINANCE DRAFT

1. Monthly review of financial performance and results versus budget, analyze trends (member, financial, operational, environmental, etc.) and their impacts on future operating results and financial conditions, and make recommendations as warranted.
2. Annual Budget Process:
  - a) Provide annual budget advice and feedback to staff as they develop the budget, especially regarding key budget driver assumptions.
  - b) Evaluate and identify opportunities for enhancement and more efficient timing of the budget process.
3. Audit Review: Review and oversight of the results before it is finalized. Provide committee summary (verbal or written) of comments to the Board.
4. Financial Policies: Develop, review, and consider updates (as necessary)
  - a) Update Capital Funds Policies: Review and work with staff and the board to update the capital funds policies (2024 Annual Strategic Objective C.1)
  - b) Inventory and review finance policies, identifying areas needing amendments or rewrites, and then work with staff and the board to develop a prioritized process to address the updates.
5. Financial FAQs: Review and consider updates (as necessary)
6. Investment Portfolio: Regularly review the Association's investment planning and portfolio to ensure investments comply with the Association's policies and expected future funding requirements.

# FINANCE COMMITTEE TASK LIST

## RECOMMENDED ACTION

By Motion:

The Board of Directors approves the proposed 2024 Finance Committee Task List as presented.

# SUCCESSION PLANNING AND RECRUITMENT

## DISCUSSION

The Board will discuss the concept of adding to all committee task lists:

Develop and implement the following plans:

- Committee leadership succession action plan
- Committee member recruiting plan

## RECOMMENDED ACTION

By Motion:

The Board of Directors approves adding the following task to all committee 2024 task lists unless already provided for in a committee's task list.

Develop and implement the following plans:

- Committee leadership succession action plan
- Committee member recruiting plan

# THANK YOU

