

**AGENDA**  
**TAHOE DONNER ASSOCIATION**  
**REGULAR BOARD OF DIRECTORS' MEETING**

**March 29, 2024**  
**Northwoods Clubhouse, Mezzanine and Zoom Webinar**  
**9:00 a.m.**

This timed Agenda is prepared one week in advance of the meeting. The Board reserves the right to adjust this schedule during the meeting by adding, deleting, and/or moving matters as permitted by law. Association Board of Directors' meetings are open to property owners, but not the general public.

Property owners have the opportunity to make comments during each Agenda item in person at the meeting or via Zoom webinar. All board meetings are broadcast live. To watch board meetings live and for instructions on how to call into board meetings please visit the Tahoe Donner website at: <http://www.tahoedonner.com/members/governance/board-meetings/>.

Board meetings are defined by the Davis-Stirling Act as a gathering of a majority of directors at the same time and place to "hear, discuss, or deliberate upon any item of business that is within the authority of the Board." (Civ. Code §4090.) A Board meeting is a meeting of the corporation's Board of Directors' to conduct business of the corporation.

**\*This meeting is being recorded and broadcast live. \***  
**\*The times listed for each agenda topic are approximate.\***

***Please silence your cell phone.***



**OPEN SESSION**

- 1. 9:00 a.m. Call to Order / Call for Quorum**  
(Don Koenes, Board President)
- 2. 9:01 a.m. Opening Procedures:**
  - Pledge of Allegiance
  - Employee Recognition – Raziel Ruiz “Luch” Quintana

**3. 9:05 a.m. Member Comments**

Property owners' comments are welcomed at this time for matters **not on the agenda** and are limited to three minutes. However, property owners may submit additional comments by email to the Board at [memberletters@tahoedonner.com](mailto:memberletters@tahoedonner.com). The Board president will recognize property owners to comment on agenda items as they occur. Property owners will have the option of making comments during the meeting in person, or via Zoom webinar.

Property owners are requested to identify themselves and to include Unit and Lot Number or Tahoe Donner address. Directors and Staff are limited by law to brief responses and clarifying questions to matters not on the agenda. Directors may request Staff to report back to the Board concerning such matters and place the matter on a future Board agenda.

**4. 9:15 a.m. 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.

- February 13, 2024 Special Board Meeting Minutes
- February 15, 2024 Special Board Meeting Minutes
- February 23, 2024 Regular Board Meeting Minutes
- Executive Session Report
  - 1/19/24, 2/23/24
- 5501 Report for January 2024
- February 2024 Financials
- Resolution 2024-3 Appointment of Assistant Secretary and Signatory Authorization

**5. 9:20 a.m. Committee Reports**

The Board of Directors will review the Committee 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

**6. 9:30 a.m. Town of Truckee Special Service Area – 1 (TSSA-1)**  
(Town of Truckee Engineering Staff)

The Town of Truckee engineering staff will present information on the Truckee Special Service Area (TSSA) -1 Funds and planned 2024/2025 capital improvement projects. The Board of Directors will consider providing guidance to TDA staff to communicate board feedback to the Town Council on the use of the TSSA-1 funds by the Town of Truckee on capital improvement projects benefiting Tahoe Donner residents for transportation, trails, and emergency access and egress.

**7. 10:15 a.m. 2023 Annual Audit Report**  
(McClintock Accountancy, Inc.)

The Board of Directors will be presented with the Tahoe Donner Association 2023 Audit Report from McClintock Accountancy, Inc. for their review and consideration for acceptance.

**8. 10:45 a.m. Break**

**9. 11:00 a.m. 2023 Member Survey Additional Analysis**  
(Lindsay Hogan, Director of Communications and Member Relations, and F’inn Group, Survey Consultant)

The Board of Directors will review and discuss additional analysis on the 2023 Member Survey focused on member value and amenity access. Following discussion, the Board of Directors may request staff follow-up or provide direction on the findings.

**10. 12:00 p.m. Lunch Break**

**11. 12:45 p.m. 2023 Member Survey Additional Analysis Continued**  
(Lindsay Hogan, Director of Communications and Member Relations)

The Board of Directors will review and discuss additional analysis on the 2023 Member Survey focused on member value and amenity access. Following discussion, the Board of Directors may request staff follow-up or provide direction on the findings.

**12. 1:30 p.m. Management Update**

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

- A. 2024 Operating Budget Cost Recovery Plan
- B. Downhill Ski Lodge Replacement Project Status

**13. 2:00 p.m. Break**

**14. 2:15 p.m. Capital Funds Policies Update Workshop**  
(Annie Rosenfeld, General Manager)

The Board of Directors will discuss the conceptual aspects of the capital funds policies update including initiative goals and outcomes, the capital funds' structures, and purposes. Following discussion, the Board of Directors may request staff follow-up or provide direction.

**15. 4:00 p.m. Executive Session (Closed to Members)**

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
- Member Delinquencies
- Legal
- Approval of Executive Session Minutes

**16. 4:30 p.m. Adjournment**

The next regularly scheduled Board Meeting will be held on **Friday, April 26, 2024** at 9:00 a.m. at the Northwoods Clubhouse, Mezzanine and via Zoom webinar.

**Tahoe Donner Committee Meeting Schedule**

<https://cdn1.tahoedonner.com/wp-content/uploads/2020/09/09114344/Committee-Meeting-Calendar.pdf>

- Architectural Standards Committee Next Meeting – April 17, 2024 at 9:00 a.m.
- Covenants Committee Next Meeting –April 25, 2024 at 1:30 p.m.
- Elections Committee Next Meeting –April 2, 2024 at 2:00 p.m.
- Finance Committee Next Meeting –April 18, 2024 at 3:00 p.m.
- Long Range Planning Committee Next Meeting –April 11, 2024 at 2:00 p.m.
- Tahoe Donner Giving Fund Committee Next Meeting – April 8, 2024 at 3:00 p.m.
- Trails & Open Space Committee Next Meeting –April 3, 2024 at 3:00 p.m.

In compliance with Civil Code §4920 and §4045 – this agenda was posted at least four days prior to the meeting.

Look for board meeting details online at:

<https://www.tahoedonner.com/members/governance/board-meetings/>

Enroll in our electronic communication's email opt-in program to receive official communications via email. <http://www.tahoedonner.com/update-your-profile/opt-in-to-go-paperless/>

Patricia West  
Executive Assistant

March 22, 2024  
Date