

MINUTES
TAHOE DONNER ASSOCIATION
REGULAR BOARD OF DIRECTORS MEETING

March 29, 2024
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, March 29, 2024. 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: Annie Rosenfeld, General Manager
Lindsay Hogan, Director of Communications + Member Relations
Miguel Sloane, Director of Operations
Steve Turner, Director of Food & Beverage
John Groom, Director of Land Management
Steve Hogan, Finance Controller
Sydney Stokes, Recording Secretary

1. Call to Order / Call for Quorum

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

2. Opening Procedures

- Pledge of Allegiance
- Employee Recognition: Raziel Ruiz “Luch” Quintana 5 Years Assistant Golf Course Superintendent

3. Member Comments

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

- A member made a comment on the Tahoe Donner junior ski race team.

- A member made a comment on demo materials to be salvaged.
- A member made a comment on the Tahoe Donner junior ski race team and thanking Tahoe Donner staff for their support.
- A member made a comment on the timing of board meeting materials.

Members may submit additional comments by email to the Board of Directors at Memberletters@tahoedonner.com (Members are recognized to comment on agenda items as they occur).

4. 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

Director Mahoney moved to approve the consent calendar, seconded by Director Murrell. Motion passed 5 – 0.

5. Committee Reports

The Board of Directors reviewed 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

The Board of Directors received these items as information.

6. Town of Truckee Special Service Area – 1 (TSSA-1)
(Town of Truckee Engineering Staff)

The Town of Truckee engineering staff presented information on the Truckee Special Service Area (TSSA) -1 Funds and planned 2024/2025 capital improvement projects. The Board of Directors considered 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.

After discussion, the Board agreed to have Annie draft a letter from Tahoe Donner Association to the Town of Truckee that will be reviewed by the Board President and Vice President.

7. 2023 Annual Audit Report
(McClintock Accountancy, Inc.)

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

Director Mahoney moved to approve the draft 2023 Audit Report, seconded by Director Levine. Motion passed 5 – 0.

8. Break taken at 10:35 a.m. to 10:45 a.m.

9. 2023 Member Survey Additional Analysis
(Lindsay Hogan, Director of Communications and Member Relations, and F’inn Group, Survey Consultant)

The Board of Directors reviewed and discussed 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. Lunch Break taken 12:15 p.m. to 12:45 p.m.

11. 2023 Member Survey Additional Analysis Continued
(Lindsay Hogan, Director of Communications and Member Relations)

The Board provided staff follow-up actions.

13. Break was taken 1:54 p.m. to 2:00 p.m.

14. Capital Funds Policies Update Workshop

(Annie Rosenfeld, General Manager)

The Board of Directors discussed 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 requested staff follow-up.

12. Management Update

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

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

15. 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. Adjournment

Director Mahoney made a motion to adjourn the meeting at 4:20 p.m., seconded by Director Murrell. 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 March 29, 2024 as approved by the Board members in attendance and constituting a quorum at a duty convened subsequent meeting of the Board.

Courtney Murrell, Board of Directors Secretary