

**Tahoe Donner Association  
Architectural Standards Committee DRAFT Charter**

**I. INTRODUCTION**

**A. Authority**

The Architectural Standards Committee (“ASC”)<sup>1</sup> is appointed and constituted under Article V of the Tahoe Donner Covenants and Restrictions (“C&Rs”)<sup>2</sup>, and certain authorities are delegated to the ASC by the Tahoe DONnerBoard of Directors (“Board”).

Pursuant to the powers vested in the Board of Directors by the Articles of Incorporation, the Bylaws, and the C&Rs, the Board hereby acknowledges the ASC as a standing committee of the Association.

The ASC is established and operates under the provisions of:

- ARTICLE V, Declaration of Covenants and Restrictions
- ARTICLE X, Restated Bylaws of Tahoe Donner Association
- ARTICLE VIII, Restated Bylaws of Tahoe Donner Association
- Resolution 2021-5, Committee Policy, Tahoe Donner Association Board of Directors, July 23, 2021
- Resolution 2020-2 Delegation of Authority for Architectural Standards Improvements
- Resolution 2013-2 Covenants and Architectural Standards Committee Fines
- Resolution 2006-2 Architectural Review of Association Improvement Projects
- Resolution 1997-5 Procedures for Member Appeals From Covenants and Architectural Standards Committee Decisions

This ASC Charter shall remain in effect as presented herein until it is amended or revoked by the Board. Any changes, amendments, or modifications hereafter may only be accomplished at a properly noticed meeting of the Board.

Other than as defined by the C&Rs, additional delegation of authority through policy resolutions, and this charter, the ASC shall have no authority to act on behalf of the Association. The ASC is authorized to formulate and present recommendations to the Board related to its stated purposes.

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<sup>1</sup> In the C&Rs, the ASC is called the “Environmental Control Committee.” The Board approved the committee’s name change February 15, 1997.

<sup>2</sup> First Restated Declaration of Covenants and Restriction of Tahoe Donner, Article V.

## **II. PURPOSE**

### **A. Purpose & Duties**

The purpose and duties of the ASC are defined by Article V of the C&Rs.

## **III. COMMITTEE ADMINISTRATION**

### **A. Resolution 2021-5, Committee Policy**

Except as exempted and specified below, the ASC shall operate according to policies established in Resolution 2021-5, Committee Policy.

### **B. Committee Size**

Under the C&Rs Article V, the ASC shall be composed of 3 regular, voting members, and, the Board will also designate a minimum of two alternate members to serve in the absence of any member of the ASC.

Alternate members are encouraged to attend meetings and participate in ASC discussions but may only vote if an insufficient number of regular members are present to constitute a quorum.

### **C. Officers**

The Officers of the committee shall include one Chair.

### **D. Officer Election**

The Chair of the ASC shall be elected by the ASC voting members, without being subject to Board ratification. The Chair must be a regular member the ASC, but the Vice Chair, if utilized, can be a regular or alternate member.

### **E. Staff Lead**

Management shall appoint a Staff Lead from the Community Standards Office to provide the necessary administrative support to the ASC.

## **F. Appointment Terms**

ASC members shall serve for terms of two years, subject to the Board's power to remove any ASC member at any time and to appoint a successor.

## **G. Staggered Appointments**

ASC appointments shall be staggered as equally as possible so that one-half or approximately one-half of the committee is appointed each year.

## **H. Term Limits**

ASC members shall not be subject to term limit restrictions.

## **I. Appointment Eligibility**

In addition to the standard eligibility requirements, the following members are ineligible for appointment to the ASC:

- Covenants Committee members and their immediate family members.
- The president of any Tahoe Donner social club or organization.
- Members of the Board of Directors

## **J. Appointment Qualifications**

In selecting the members of the ASC, the Board shall endeavor to appoint individuals whose occupations or education will provide technical knowledge and expertise relevant to matters within the ASC's jurisdiction. If possible, two members of the ASC shall possess a professional degree or license in design, land planning, engineering, architecture, law construction, real estate, or some other field that is related to the functions to be performed by the ASC.

In addition to such standard qualifications, before the Board's appointment of any new ASC members, the ASC may provide the Board with a report describing the ASC's current personnel needs, and any supplemental qualifications necessary to satisfy those needs.

Before appointment, prospective ASC members must also complete the following qualification prerequisites:

- Initiate potential onboarding by notifying the chair of their interest in applying
- Introduce themselves to the ASC at a noticed meeting
- Attend at least 2 ASC meetings

- Read the relevant governing documents and ASC Charter

### **K. Member Responsibilities**

Because the ASC membership includes alternates, the ASC is exempt from the following standard: “Absences unexcused by the Chair in excess of 25% of regular meetings within any consecutive twelve-month period will trigger Board review.”<sup>3</sup>

### **L. Meeting Schedule**

ASC meetings shall be held at least monthly.

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<sup>3</sup> Tahoe Donner Association Resolution 2021-5 Committee Policy