



STAFF REPORT

May 25, 2024

TITLE: ADMINISTRATIVE RESOLUTIONS 2024 – 5, 2024 – 6, and 2024 – 7

RECOMMENDED ACTION:

By Motion:

The Board of Directors adopts the following administrative resolutions:

1. Resolution 2024 – 5 Appointment of Assistant Treasurer and Authorized Signer; and
2. Resolution 2024 – 6 Tahoe Donner Association Salary Savings Plan Trustee and Authorized Signer; and
3. Resolution 2024 – 7 Tahoe Donner Association AssetMark Custodial Account(s) Authorized Persons.

BACKGROUND:

The Association maintains financial accounts ranging from bank accounts, and investment accounts, to salary savings plans. These accounts require the Board of Directors to name and authorize certain persons to the accounts as account contacts, authorized signers/persons, and Trustees.

During periods of leadership transition, the Board of Directors is asked to update the authorized persons for the various accounts. Periods of leadership transition include board elections and staff turnover.

DISCUSSION:

Staff has worked with the various financial institutions that Tahoe Donner has financial accounts with to initiate changes to authorized persons. This started with David Mickaelian and Todd Martyn-Jones' resignations. At that time, they were removed from accounts, and further signatory and account contact authorization for Annie Rosenfeld was provided.

With the hiring of Justin Malley as Director of Finance and Accounting, further authorizations are required through resolutions. The Board of Directors approved Resolution 2024-4 at the May 24, 2024 meeting which initiated certain account updates. The following additional resolutions are prepared for the Board to consider for approval:

1. Resolution 2024 – 5 Appointment of Assistant Treasurer and Authorized Signer; and
2. Resolution 2024 – 6 Tahoe Donner Association Salary Savings Plan Trustee and Authorized Signer; and
3. Resolution 2024 – 7 Tahoe Donner Association AssetMark Custodial Account(s) Authorized Persons.

Resolution 2024-5 and 2024-6 are standard authorization language. Resolution 2024-7 includes the required resolution language from AssetMark Company.



ATTACHMENTS:

Resolution 2024 – 5 Appointment of Assistant Treasurer and Authorized Signer; and
Resolution 2024 – 6 Tahoe Donner Association Salary Savings Plan Trustee and Authorized
Signer; and
Resolution 2024 – 7 Tahoe Donner Association AssetMark Custodial Account(s) Authorized
Persons

Staff Report prepared by: Annie Rosenfeld, General Manager

Board of Directors Meeting: May 31, 2024