

**MINUTES**  
**TAHOE DONNER ASSOCIATION**  
**REGULAR BOARD OF DIRECTORS MEETING**

**October 25, 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, October 25, 2024. President Levine called the meeting to order at 9:01 a.m. The following Directors were in attendance, thus constituting a quorum of the authorized number of Directors of the Association:

**Directors Present:** Benjamin Levine, President  
Denise Gauny, Vice President  
Don Koenes, Treasurer  
Courtney Murrell, Secretary

**Directors Absent:** Jim Roth, Director

**Staff Present:** Annie Rosenfeld, General Manager  
Patricia West, Recording Secretary  
Jason Hajduk-Dorworth, Director of Administrative Services  
Lindsay Hogan, Director of Communications + Member Relations  
John Groom, Director of Land Management  
Steve Turner, Director of Food & Beverage

**Others Attending:** Eric Horntvedt, Wildfire Prevention Manager  
Dillon Sheedy, Assistant Wildfire Prevention Manager

**1. Call to Order / Call for Quorum**

Board President Levine called to order at 9:01 a.m.

**2. Opening Procedures**

- Pledge of Allegiance
- Employee Recognition – Employee Appreciation Golf Outing

**3. Member Comments**

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

- None were made.

Members may submit additional comments by email to the Board of Directors at [Memberletters@tahoedonner.com](mailto: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.

- 9/12/2024 Special Board Meeting Budget Workshop #2 Operating Fund and 20-Year Capital Plan Minutes
- 9/23/2024 Special Board Meeting Amenity Access 45-Day Notice Minutes
- 9/23/2024 Special Board Meeting Budget Workshop #3 Operating and Capital Funds Minutes
- 9/27/2024 Regular Board Meeting Minutes
- Executive Session Report Out
  - 9/12/24
  - 9/19/24
  - 9/23/24
  - 9/27/24
- September 2024 Financials
- Finance Committee Members Term Switch

*Director Koenes moved to approve the consent calendar, seconded by Director Murrell. Motion passed 4 – 0 (Roth Absent).*

#### **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. Board of Director Reports and Future Business**

(Benjamin Levine, Board President)

Members of the Board of Directors are invited to provide brief reports on the status of the Association and/or any meetings, activities, or events attended by Directors, and to raise items for potential future consideration by the Board of Directors. Directors and Staff will be limited to brief responses, clarifying questions, and requests for items to be placed on a future Board agenda.

- Director Murrell discussed Truckee River Day and how it was located at the improved Glacier Way Trailhead.
- Director Koenes discussed Tahoe Donner’s Fall Festival.

**7. Truckee Fire Protection District Community Wildfire Protection Plan**

The Board received a presentation from Truckee Fire Protection District staff on the updated Community Wildfire Protection Plan (CWPP). The Board will ask questions, discuss and consider supporting the CWPP and/or provide guidance to TDA staff to communicate board feedback to the TFPD.

*Director Gauny made a motion that the Board of Directors supports the Truckee Fire Protection District 2024 Community Wildfire Protection Plan, as indicated in Exhibit A, affirming collaboration in its development process, seconded by Director Koenes. Motion passed 4 – 0 (Roth Absent).*

**8. Break was taken 10:32-10:42 a.m.**

**9. 2025 Annual Strategic Objectives and Strategic Plan Report Card**

The Board of Directors discussed the proposed 2025 Annual Strategic Objectives.

*Director Murrell moved to approve the 2025 Annual Strategic Objectives as presented in Exhibit A, with two minor edits, seconded by Director Gauny. Motion passed 4 – 0 (Roth Absent).*

**10. Management Update**

The Board of Directors received presentations on the following topics as information:

- Amenity Access Communication/Education Campaign Review
- Capital Fund Policies Update

**11. 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 plans to meet in Executive Session to discuss the following:

- Contracts
- Personnel Matters
- Member Delinquencies
- Legal
- Approval of Executive Session Minutes

*Director Murrell moved to adjourn to Executive Session at 11:51 a.m., seconded by Director Gauny. Motion passed 4 – 0 (Roth Absent).*

**12. Adjournment**

*Director Gauny moved to adjourn the meeting at 1:37 p.m., seconded by Director Murrell. Motion passed 4 – 0 (Roth Absent).*

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 October 25, 2024 as approved by the Board members in attendance and constituting a quorum at a duty convened subsequent meeting of the Board.

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Courtney Murrell, Board of Directors Secretary