

MINUTES
TAHOE DONNER ASSOCIATION
REGULAR BOARD OF DIRECTORS MEETING

December 20, 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, December 20, 2024. President Levine 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: Benjamin Levine, President
Denise Gauny, Vice President
Don Koenes, Treasurer
Courtney Murrell, Secretary
Jim Roth, Director (Zoom)

Directors Absent: None

Staff Present: Annie Rosenfeld, General Manager
Patricia West, Recording Secretary
Jason Hajduk-Dorworth, Director of Administrative Services
Miguel Sloane, Director of Operations
Lindsay Hogan, Director of Communications
John Groom, Director of Land Management
Justin Malley, Director of Finance (9:30 a.m.)
Steve Turner, Director of Food & Beverage

Others Attending: Beth Christensen, Truckee River Watershed Council

1. Call to Order / Call for Quorum

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

2. Opening Procedures

- Pledge of Allegiance
- Employee Recognition – Jon Mitchell, 5 Years of Service and Jeremiah Ferguson, 20 Years of Service

3. Member Comments

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

- A member made a comment about thanking management, staff and the board.

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.

- November 1, 2024 Special Board Meeting Committee Year-End Activities Workshop Minutes
- November 22, 2024 Regular Board Meeting Minutes
- Executive Session Report Out
 - 11/1/24
 - 11/22/24
- October 2024 Unaudited Financials
- November 2024 Unaudited Financials
- 2024 Tahoe Donner Giving Fund Grant Recipients
- Elections Committee Members Term Update
- Covenants Committee Members Position Update
- Inspector of Elections and Accounting Firm for 2025 Board of Directors Election
- 5501 August, September, October Reports
- Resolution 2024-13 Authorization to Transfer Funds for 2025
- Meissl Umbrellas – 2025 New Equipment Fund
- E-Commerce Aspenware – 2025 Replacement Reserve Fund Project
- Optimum Fiber Lease – 2025 Replacement Reserve Fund Project

Director Gauny pulled the Giving Fund Grant Recipients from Consent.

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

Director Gauny recognized the Tahoe Donner Giving Fund Grant recipients.

Director Gauny moved to approve the Tahoe Donner Giving Fund Grants Recipients, seconded by Director Koenes. 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. Director Murrell asked for the 10/9/24 ASC minutes to be amended as she was present for that meeting.

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 Gauny reported on going to Alder Creek Adventure Center and having a delicious lunch.
- Director Levine reported on congratulating Director Murrell for winning a seat on the TDPUD Board.

9. Committee 2025 Personnel Reports and Applications

The Board of Directors received a report on committee openings for 2025 and considered making appointments on open vacancies.

Director Murrell moved to appoint the four renewal applicants: Mitch Clarin, Nick Sonder, David Hipkins and Graham Reid - to the Architectural Standards Committee, seconded by Director Koenes. Motion passed 5 – 0.

Director Roth moved to appoint the three renewal applicants: Elizabeth Creger, Michael Paparian and Stan Bienus – to the Covenants Committee, seconded by Director Murrell. Motion passed 5 – 0.

Director Koenes moved to approve Laura Kodres as a renewal applicant and Alan Pontius as a new applicant to the Finance Committee, seconded by Director Gauny. Motion passed 5 – 0.

Director Levine moved to appoint renewal applicants Toni Moore, Marcia Argyris and Karen Stine as well as new applicant Natalie Shea to Class A on the Tahoe Donner Giving Fund, seconded by Director Koenes. Motion passed 5 – 0.

Director Levine moved to appoint new applicant Lisa Boyd to Class B on the Tahoe Donner Giving Fund, seconded by Director Gauny. Motion passed 5 – 0.

After a discussion, the Board agreed to reduce the Long-Range Planning Committee from 12 to 9 members, while noting that the charter states “up to 12 members.”

Director Levine moved to appoint renewal applicants Jerry Meek, Chair and Keith Williams, Vice Chair to Class A on the Long-Range Planning Committee, seconded by Director Gauny. Motion passed 5 – 0.

Director Levine moved to waive the pre-requisites and appoint Sharon Strojny to Class A on the Long-Range Planning Committee, seconded by Director Gauny. Motion passed 5 – 0.

Director Gauny moved to appoint renewal applicants Peter Sawyer, Gayle Dana and Livia Quan to Class A on the Trails and Open Space Committee, seconded by Director Roth. Motion passed 5 – 0.

Director Gauny moved to appoint new applicant Eric Lawrence to Class A on the Trails and Open Space Committee, seconded by Director Murrell. Motion passed 5 – 0.

8. Break was taken 10:07 to 10:15 a.m.

7. Committee 2025 Annual Task Lists

The Board of Directors received draft 2025 committee annual task lists and may consider adoption or provide direction.

The Board asked for the Elections Committee Annual Task List item #2 to be revised to state: Continuous recruitment and succession planning.

Director Gauny moved to approve the Elections Committee 2025 Task List with the one edit, seconded by Director Roth. Motion passed 5 – 0.

The Board asked for the Covenants Committee special task list item #2 to be revised to state: Review Town of Truckee and Tahoe Donner Association STR rules for any discrepancies and/or redundancies and potentially recommend streamlining TDA Covenants rules.

Director Roth moved to approve Covenants Committee 2025 Annual Task List with the one edit, seconded by Director Murrell. Motion passed 5 – 0.

The Board deferred the Finance Committee Annual Task List to January to give them time for further review.

The Board asked for the Trails and Open Space Committee Annual Task List special task item #3 to remove the word “create” and change it to “expand.”

Director Gauny moved to accept the Trails and Open Space Committee 2025 Task List with the one edit on special task item #3, seconded by Director Murrell. Motion passed 5 – 0.

The Board will provide further refinement edits to Annie about the Long-Range Planning Committee 2025 Task List and review at the January board meeting.

10. 2025 Amenity Access Operating Plan Review
(Miguel Sloane, Director of Operations)

The Board received a presentation on the 2025 Amenity Access Operating Plan.

13. Election and Voting Rules Update
(Annie Rosenfeld, General Manager)

The Board received an update on the proposed new 2025 Election and Voting Rules. There will be a special board meeting in early January to review the proposed rules.

12. Town of Truckee Letter of Support – Caltrans Sustainable Transportation Planning Grants Program
(Annie Rosenfeld, General Manager)

The Board received a briefing on the Town of Truckee’s request for a letter of support for their application for a grant with the Caltrans Sustainable Transportation Planning Grants Program to help pay for an Active Transportation Plan (ATP), which will integrate and include updates to the Town’s Trails and Bikeways Master Plan.

Director Koenes authorizes the General Manager to prepare a letter of support for the Town of Truckee’s grant application to the Caltrans Sustainable Transportation Planning Grants Program to fund the Town’s development of an Active Transportation Plan, seconded by Director Gauny. Motion passed 5 – 0.

14. 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 Koenes moved to adjourn to Executive Session at 12:18 p.m., seconded by Director Murrell. Motion passed 5 – 0.

15. Adjournment

Director Murrell moved to adjourn the meeting at 3:12 p.m., seconded by Director Gauny. 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 December 20, 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