

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

**February 28, 2025**  
**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, February 28, 2025. 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 (Zoom)  
Jim Roth, Director (Zoom)

**Directors Absent:** None

**Staff Present:** Annie Rosenfeld, General Manager  
Timea Griset, Recording Secretary  
Erin Moore, Assistant Board Clerk  
Jason Hajduk-Dorworth, Director of Administrative Services  
Jon Mitchell, Director of Capital Projects  
Miguel Sloane, Director of Operations  
John Groom, Director of Land Management  
Justin Malley, Director of Finance  
Mike Peters, Director of Food & Beverage

**Others Attending:** Alessandra Zambrano, Nevada County Wildfire Coordinator (Item 7)  
Alex Keeble-Toll, Interim Dir., Emergency Services, Nevada County (Item 7)  
David E. Jones, Dir. of the Climate Risk Initiative, UC Berkeley School of Law & CA Insurance Commissioner, Emeritus (Item 11)  
Kristen Wilson, Lead Forest Scientist, TNC (Item 11)

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

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

**2. Opening Procedures**

- Pledge of Allegiance
- Employee Recognition: Winter employee appreciation week was the first week of February.

### **3. Member Comments**

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

*There were no member comments.*

### **4. Election and Voting Rules 45-Day Notice Member Comments**

The Board of Directors received submitted written member comments in the board packet.

*There were no verbal member comments made related to the 45-Day Notice for the Proposed Election and Voting Rules Update.*

### **5. Consent Calendar**

All items listed under the Consent Calendar are considered routine and are approved without discussion in one motion, unless a member of the Board requests a specific item be removed from the Consent Calendar for separate action.

- January 9, 2025, Special Board Meeting Proposed Election Rules Update
- January 24, 2025, Regular Board Meeting Minutes
- January 27, 2025, Member Appeal Hearing Minutes
- Executive Session Report Out
  - 1/9/25
- January 2025 Unaudited Financials
- Covenants Committee Alternate Member Appointment – Raymond Cadei
- Tahoe Donner Gardening Club Application
- Tahoe Donner Giving Fund 2025 Funding Authorization
- Resolution to update Tahoe Donner Association Salary Savings Plans Trustees
- Golf Course Maintenance Irrigation Satellite Stations – 2025 Replacement Reserve Fund Project
- Trail Repair - 2025 Replacement Reserve Fund Project

Director Levine removed the January 2025 Unaudited Financials and Tahoe Donner Gardening Club Application items. These items will be added to the March 13, 2025, Special Board Meeting Agenda.

*Director Koenes moved to approve the remaining consent calendar items, seconded by Director Gauny. Motion passed 5 – 0.*

### **6. Committee Update**

The Board of Directors reviewed the Committees' written minutes 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. There were no questions or comments.*

**7. Nevada County Community Wildfire Protection Plan**  
(Nevada County Staff)

The Board received a presentation from Nevada County staff on the updated Nevada County Community Wildfire Protection Plan (NV County CWPP). The Board asked clarifying questions and discussed the NV CWPP.

*Director Koenes moved to authorize the General Manager to sign the Nevada County 2024 Community Wildfire Protection Plan, affirming collaboration in the planning process, seconded by Director Gauny. Motion passed 5 – 0.*

**8. Architectural Standards Committee Updated 2025 Task List**  
(Jason Hadjuk-Dorworth, Director of Administrative Services)

The Board of Directors received a proposed update to the Architectural Standards Committee 2025 Task List from Jason Hadjuk-Dorworth, Director of Administrative Services and Rod Whitten, Architectural Standards Committee, Chair. The Board asked clarifying questions.

*Director Koenes moved to adopt the Architectural Standards Committee 2025 Task List as presented, seconded by Director Murrell. Motion passed 5 – 0.*

**9. Break was taken: 10:22 – 10:40 a.m.**

**10. Truckee Fire Protection District Collection Agreement – Cal Fire Forest Health Grant**  
(John Groom, Director of Land Management)

The Board received a presentation by staff regarding a Collection Agreement with the Truckee Fire Protection District to support wildfire fuel reduction and forest health activities on Tahoe Donner Association lands as part of the larger Nevada and Placer County Cooperative Resilience Project.

*Director Gauny moved to authorize the General Manager to enter into a Collection Agreement between the Tahoe Donner Association and the Truckee Fire Protection*

*District, seconded by Director Koenes. Motion passed 5 – 0.*

**11. Forest Fire Parametric Insurance for Tahoe Donner Open Space/Forest**  
(Jason Hajduk-Dorworth, Director of Administrative Services)

The Board received a presentation on the proposed partnership with The Nature Conservancy (TNC) through a reimbursement agreement for forest fire parametric insurance for Tahoe Donner open space/forest. The Board asked clarifying questions and discussed the pilot program.

*Director Koenes moved to:*

- 1. Approve the Forest Fire Parametric Insurance Pilot Program in partnership with The Nature Conservancy; and*
- 2. Authorize the General Manager to execute the Pilot Fire Insurance Purchase Agreement on behalf of the Tahoe Donner Association; and*
- 3. Authorize binding the recommended Forest Fire Parametric Insurance policy not to exceed \$60,000.*

*The motion was seconded by Director Murrell. Motion passed 5 – 0*

**12. Management Update**

- Truckee Special Service Area-1 (TSSA-1) Projects Update (Annie Rosenfeld, General Manager)
  - Roadside Vegetation Management (Jason Hajduk-Dorworth, Director of Administrative Services)
  - Emergency Evacuation Feasibility Study (Jason Hajduk-Dorworth, Director of Administrative Services)
  - New Class 1 Trail Evaluation, Planning, and Design YR1 (Jon Mitchell, Director of Capital Projects)
- Spring Season Pass Rates and Summer Programs Preview (Miguel Sloane, Director of Operations)
- Spring F&B Member Specials Preview (Mike Peters, Director of Food & Beverage)
- Capital and Financial Policies Update (Annie Rosenfeld, General Manager)

The Board received these items as information. The Board reviewed the updates and asked questions.

**13. Lunch was taken: 12:12 - 1:00 p.m.**

**14. Management Update (Continued)**

- Capital Projects Update (Jon Mitchell, Director of Capital Projects)

The Board received these items as information. The Board reviewed the updates and asked questions about the projects under construction, in permitting and design phase.

**Board of Directors Reports and Future Business**  
(Benjamin Levine, Board President)

15. Director Gauny reported on progress she is making with staff to develop and implement a new member orientation program.

Director Murrell shared member compliments she heard about the Cross-Country Ski Center Retail shop offerings.

**Executive Session (Closed to Members)**

The Board is allowed to meet in “executive session” to discuss certain topics (Civil Code §4935).

- 16.

The Board of Directors met in Executive Session to discuss the following:

- Contracts
- Personnel Matters
- Legal

*Director Gauny moved to adjourn to Executive Session at 1:40 p.m., seconded by Director Koenes. Motion passed 5 – 0.*

17. **Adjournment**

*Director Gauny moved to adjourn the meeting at 2:32 p.m., seconded by Director Koenes. 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 February 28, 2025 and continued on February 28, 2025 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