

**MINUTES**  
**TAHOE DONNER ASSOCIATION**  
**SPECIAL BOARD OF DIRECTORS MEETING**  
**2023 Committee Annual Task Lists**

**Tuesday, February 7, 2023**  
**The Northwoods Clubhouse, Mezzanine and Zoom Webinar**  
**11:00 a.m.**

A special scheduled meeting of the Board of Directors of Tahoe Donner Association was held at The Northwoods Clubhouse, Mezzanine and via Zoom webinar on Tuesday, February 7, 2023. President Koenes called the meeting to order at 11:00 a.m. The following Directors were in attendance, thus constituting a quorum of the authorized number of Directors of the Association:

**Directors Present:** Don Koenes, President, via Zoom  
Benjamin Levine, Vice President  
Courtney Murrell, Secretary  
Steve Mahoney, Treasurer, via Zoom  
Jim Roth, Director, Director, via Zoom

**Directors Absent:** None

**Staff Present:** David Mickaelian, General Manager  
Annie Rosenfeld, Director of Administrative Services  
Jon Mitchell, Director of Capital Projects and Maintenance  
Todd Martyn-Jones, Director of Finance and Business Services  
Sydney Stokes, Administrative Services Manager  
Patricia West, Recording Secretary

**Additional Present:** Rod Whitten, ASC Chair  
Jerry Meek, LRPC Vice Chair

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

President Koenes called the meeting to order at 11:00 a.m.

**2. 2023 Committee Annual Task Lists**

A member commented on the Northwoods Clubhouse and seeking general member input.

The Board of Directors received an update on draft 2023 Committee Annual Task Lists.

Long-Range Planning Committee – Vice Chair Jerry Meek said the Committee supports the Board and staff regarding the Northwoods Campus with Current and Future states.

After discussion, Director Koenes moved to approve the 2023 Annual Task list as presented but remove the words “by staff in regular tasks #2, seconded by Director Mahoney. Motion passed 5 – 0.

Architectural Standards Committee – Annie reported that the committee held a special meeting last Friday to revise the task list.

After discussion, Director Murrell moved to approve the 2023 Annual Task list as presented, seconded by Director Levine. Motion passed 5 – 0.

Covenants Committee – After discussion, Director Levine moved to amend Covenants Task List bullet #2 to add “At the direction of the Board,” seconded by Director Mahoney. Motion passed 5 – 0.

Director Roth moved to approve the Covenants Task List with the previous amendment, seconded by Director Murrell. Motion passed 5 – 0.

Finance Committee – After discussion, Director Mahoney moved to accept the Finance Committee Task List with following edits: #1.(d) strike the “s” in conditions, and in #3, change Goal #6 to #8, seconded by Director Murrell. Motion passed 5 – 0.

### **3. Member Comments**

- A member commented on member comments and the inconsistency with setbacks.
- A member commented on STR list.
- A member commented on a ski lodge update.

### **4. Lunch Break 1:20 p.m. to 1:40 p.m.**

### **5. Executive Session**

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

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

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

## **6. Adjournment**

There being no more business, there was consensus to adjourn at 3:57 p.m.

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 special meeting held on January 11, 2023 as approved by the Board members in attendance and constituting a quorum at a duly convened subsequent meeting of the Board.

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Courtney Murrell, Board of Directors Secretary