

# PURPOSE

Staff will provide the Board of Directors with a status update on the multi-year policy resolution review and update schedule\*.

\* See board materials for schedule.



# POLICY REVIEW + UPDATES COMPLETED

## 2024 ACCOMPLISHMENTS

- 2024-8 Board Review of Financial Records in Accordance with California Civil Code Section 5500 and 5501
- 2024-9 Board of Directors Code of Conduct
- 2024-13 Amenity Access Rule
- 2024 Annual Strategic Objective

## 2025 PROGRESS TO DATE

### CAPITAL AND FINANCIAL POLICIES – Board adopted 6/27/25

- 2025-5 Financial Lexicon Policy
- 2025-6 Capital Asset Policy
- 2025-7 Annual Budget Development Process Policy
- 2025-8 General Policy on Capital Reserves and Capital Improvements
- 2025-9 Reserve Study Fund Policy
- 2025-10 Development Fund Policy
- 2025-11 Operating Fund Policy
- 2025-12 Authorization Levels Policy
- 2025-13 Investment Policy

# 2025 POLICY REVIEW + UPDATES PROGRESS

## IN DRAFT STAGE

- New: General Policy for the Establishment and Procedures for Operating Chartered Clubs
  - Outcomes of new policy:
    - Provide a clear and consistent approach to establishing and operating chartered clubs
    - Defined parameters of club operations
    - Provide guidelines for club use of facilities, equipment, and communications
    - Provide guidelines for club potluck, food, and beverage catering services
    - Wrap 2014-5 Policy into the General Policy

# 2025 POLICY REVIEW + UPDATES PROGRESS

## IN DRAFT STAGE

- Major update: 2015-1 Policy Regarding the Maintenance of Tahoe Donner Association's Income Tax Exempt Status
  - Outcomes of the updated policy:
    - Clarify the history of the Association's 501(c)(4) status, the benefits that it confers to the Association, and the Association's responsibilities as a 501(c)(4) tax exempt organization
    - Incorporate legal agreements and other factors relevant to the maintenance of the Association's 501(c)(4) status (e.g., land use agreements, memorandums of understanding, and grants)
    - Expand the policy guidance to:
      - Strengthen existing guidance for maintaining the Association's tax-exempt status
      - Clarify the circumstances when the Association may engage in political advocacy
      - Provide guidance regarding responsibility and reporting



# NEXT STEPS

Refine the schedule using insights from the Capital and Financial Policies update to more accurately reflect the time and resources needed for completing individual or grouped policies.

Continue advancing work already in progress.

Begin drafting updates to board governance policies.



# THANK YOU

# BACKGROUND: PROJECT OVERVIEW



TAHOE DONNER<sup>SM</sup>

# ADMINISTRATIVE POLICY RESOLUTIONS REVIEW AND UPDATES

Strategic Plan Initiative 3, Goal 3.3: Adhere to good governance and management principles and practice

As part of achieving two of the seven objectives under Goal 3.3, staff began reviewing all active policy resolutions adopted by the Board to develop a review and update schedule.

The Association has administrative policy resolutions spanning the late 1980s through those adopted by the Board this year.

The last time management and the board proceeded through a comprehensive policy resolution review and update was between the years of 2009 and 2017.





# MULTI-YEAR INITIATIVE

## PROJECT SCOPE

- Multi-year review by staff, the Board, and where appropriate, committees
- Review all policy resolutions
- Determination during the review process
  - No updates needed
  - Updates needed
    - Eliminate
    - Consolidate with other policy resolutions
    - Minor and technical updates
    - Major updates



# MULTI-YEAR INITIATIVE cont.

## PROPOSED COMMITTEE(S) INVOLVEMENT

- All Committees – All committees will participate in the review of the 2021-5 Committee Policy
- Finance Committee – As part of their charter and annual task list, they will participate in the review and any proposed changes to the financial policy resolutions, including but not limited to the Capital Fund and Financial Policies
- Architectural Standards and Covenants Committees – As part of their charter and annual task list, the committees will participate in the review of proposed updates before the Board reviews and approval. For example, the 1997-5 Policy Resolution is a carryover task from prior years.

## BOARD INVOLVEMENT

- The Board may have board liaisons for certain staff working groups, like the Capital Funds and Financial Policies Update project
- Staff will present policies for review, along with any proposed change to seek Board direction
- Board review/adoption for any proposed updates to policy resolutions

