



FINANCE COMMITTEE MEETING

FINAL REPORT

November 19, 2025

Northwoods Clubhouse, Mezzanine Room and Zoom

1. **Call to Order / Call for Quorum (4):** The Chair (Niedringhaus) called the meeting to order at 2:00 (?) pm PDT after noting that a quorum was present.

Attendees (All attendees present on either Zoom Video Conference Call or in person at Northwoods Clubhouse):

Members: Ravano, Falk, Kodres, Niedringhaus, Pontius

Absent: Rudolph, Victor

Staff Lead: Justin Malley (Director of Finance) - Absent

Board Liaison(s): Don Koenes

LRPC Liaison to FC: Jerry Meeks - Absent

TDA Staff: Annie Rosenfeld (General Manager), Nicole Bouteiller (Controller)

Board Member: Jay Wertheim

2. **Member and Committee Member Comments:** A request was made by the Chair for comments by any Member or Committee Member who wished to do so. No Member comments were forthcoming.

3. **Follow-up Items:**

1. Approval of the October 2025 Finance Committee Minutes was deferred until the December Finance Committee.
2. The Investment Management Working Group has scheduled an update meeting in January 2026
3. Accounting policy for the annual assessment will be memorialized by Justin.
4. A review of COGS will include an examination of how reporting is being done, what is being reported, spoilage (amount and causes), etc. Ms. Boutillier updated the committee on progress that has been made. Prior administrations and procedures expensed certain costs (example: shrinkage) that should have been taken back against COGS. The policy has been updated to standardize reporting and make sure current and future staff members follow a common policy.

4. Committee Management:

1. Recurring Tasks - Presentation and Discussion of October 2025 Financial

Results: Ms. Boutillier reviewed October 2025 financial results. Highlights are:

- a. The October Net Operating Result was favorable to budget by \$31k. Reported revenue for September was unfavorable by \$9k. Through October, YTD NOR was favorable to budget by \$739k (9%). More detailed explanations of performance are presented in the comments below.
- b. Tennis Center Operations revenue was favorable to budget by \$12k, primarily in Tennis Lessons/Rentals/Other. Bikeworks revenue was favorable to budget by \$14k due to retail (\$8k) and rentals/lessons/other (\$6k). Trout Creek had an unfavorable variance to budget of \$5k with daily usage and lessons/rentals being the key contributors.
- c. Golf Operations was unfavorable to budget by \$17k, with direct access and use accounting for \$13k of the overall unfavorable variance.
- d. F & B revenue was \$44k unfavorable for the month when compared to budget. The Lodge was unfavorable by \$54k; ACAC was favorable by \$17k; POTH was unfavorable by \$7k. Because of PTO and sick leave absences, the Lodge needed to offer overtime and bring in additional staff to cover operations.
- e. Equestrian revenue was favorable to budget by \$2k. Lessons/Camps/Boarding accounted for all of the favorable variance
- f. Cost of Goods Sold ("COGS") had mixed results. Due to the accounting issue noted above, Food COGS of 47.9% versus a budget of 33.5% of which most of the variance was due to a one-time adjustment. Retail COGS was also substantially higher at 84.5% than budgeted (60.2%) due to the one time adjustment as well as season ending discounts to reduce inventory.
- g. Payroll costs were unfavorable to budget by \$25k or 2%.
- h. Other Operating Expenses were favorable to budget by \$2k. Major variance categories were: a) Staff expense was favorable by \$6k; Administration was unfavorable by \$25k; Utilities favorable by \$6k; COGS unfavorable by \$8k and Capitalized Labor favorable by \$14k.
- i. Year to date, Tahoe Donner is 9% favorable to the NOR budget by \$739k and is 15% worse (-\$904k) when compared to the same period last year.

5. **General Discussions:** A discussion occurred regarding Ms. Boutillier's comment about 80% of the accounts have been reconciled based on the audit. Mr. Koenes indicated that he would have further discussions with finance staff regarding this activity. Concerns were expressed about the hiring status for the winter season, especially with current immigration issues. Ms. Rosenfeld responded that currently personnel staffing appears to be consistent with projected needs. Also, it was noted that season passes do not appear on pace with prior years. Several comments were suggested that people may be delaying purchase until the new ski lodge opens, outlook for snowfall, etc. The FC will continue to follow this statistic.

6. **Long Range Planning Update:** No representative from the LRPC was available for an update. Ms. Rosenfeld indicated that there would be a special task for all committees in the coming year to participate in the TD Community Plan Listening sessions.
7. **Working Groups:** Members of the Finance Committee (Kodres and Vietor) are working on a Q and A for the member review. The target date for completion of all FAQ's is by year end.
8. **Follow-up Items:**
 - a. Further review of COGS and processing functions based on staff comments and progress made in understanding the process.
 - b. List of expenses that are capitalized versus expensed.
 - c. Review draft of 2026 Finance Committee Task Plan.
 - d. Approval of October and November Finance Committee reports.
 - e. Follow up on Mr. Koenes suggestion about adding comment section to the financial reporting package.
9. **Next FC Meeting:** December 18, 2025, 2:00 - 3:30 pm, Northwoods Clubhouse, Mezzanine Room + Zoom.

Adjournment: A motion was made to adjourn by Mr. Falk and seconded by Ms. Ravano. The meeting was concluded at with a unanimous vote.

Prepared and submitted by Michael Rudolph, Vice Chair, Finance Committee