



Tahoe Donner Association

2026 Board of Directors Election Timeline and Procedures

- Monday
December 15,
2025**
- The Board is requested to review and approve the 2026 Board of Directors Election Timeline and Procedures. This timeline has the election dates required by Davis-Stirling corresponding to the Association's June 28, 2026 Annual Meeting of Members.
- The Board of Directors establishes Wednesday, May 27, 2026, as the Record Date for the election.
- Monday
December 15,
2025**
- The Board appoints the Inspector of Elections and, in coordination with the Inspector of Elections, the Accountancy Firm that will tabulate the election results under the Inspector of Elections' direction.
- Wednesday
January 7,
2026**
- The initial Election Notification, i.e., notice of the director election Candidacy Forms due date is sent to the membership by US mail. This notice is required by Civil Code Section 5103 to preserve the ability to conclude the election by acclamation and will contain:
- Call for candidates
 - Number of board positions open (two)
 - Deadline and procedures for submitting nominations
 - Information about concluding the election by acclamation if there are two or fewer candidates
- Monday
February 2**
- February Tahoe Donner News + Life election article published with general information about running for a director position on the Tahoe Donner Board of Directors.
- The Tahoe Donner Elections website will be updated to include:
- A timeline (2026 Election Information + Key Dates), which will contain key dates and requirements related to the election consistent with this timeline document.
 - A webpage with information about being a board member, including responsibilities, time commitment, and quotes from current/past board members about their service.
- Monday
March 2**
- March Tahoe Donner News + Life election article is published, which includes an article advising members of the procedures and deadline for submitting a nomination for a Board of Directors position and for members advocating a point



of view (“Member Advocate”) verification. This article will reference the Candidacy Forms, including the Candidate Solicitation Announcement (Exhibit A of Election and Voting Rules), Application for Candidacy, and Member Verification Form, which will be available on the Tahoe Donner Elections website on Friday, March 6th.

**Friday
March 6**

Candidacy Forms Available

Candidacy Forms will be available for download on tahoedonner.com/elections as part of the Candidate Packet. The packet will include all required documents indicated in the Election and Voting Rules. The Elections Committee will receive Candidacy Forms at electionscommittee@tahoedonner.com. Candidacy Forms must be submitted electronically in PDF format. The close of nominations is at **12:00 p.m. on April 17, 2026.**

Nominations will be evaluated by the Elections Committee consistent with the Election and Voting Rules. The Elections Committee will confirm with the Association Accounting Department that the ownership documentation provided by the candidate is consistent with Accounting’s ownership records.

The Elections Committee will respond to each candidate by email within seven days of application submission, acknowledging receipt and confirming whether the candidate is eligible to run for the board. If a candidate is determined to be not eligible, the candidate will be provided with Internal Dispute Resolution procedures.

The Candidate Packet will include details about the following director election-related submissions/communications:

- Director Election Statement - which will be included in the ballot packet mailed to the members and posted on the Tahoe Donner Elections website.
- 2026 Director election-related personal website link for Tahoe Donner Elections website. Any other access to Association media authorized by the Board of Directors.
- Director Election Forum (a.k.a., “Community Meeting”). Candidates will be asked to address the leading topic submissions by members.

Member Advocate: Verification Form Available

Non-candidate members may advocate a point of view reasonably related to the 2026 Director Election via any of the following means:

- Submit a Director Election Statement that will go on the Tahoe Donner Elections website and in the Ballot Packet mailed to members
- Provide additional director-election related materials (e.g. election-related personal website link/address and/or email link/address, color photo), if the Board of Directors authorizes such access to Association media.
- Speak at the June 2, 2026 Director Election Forum following the candidates



To be eligible to participate in any of these ways Member Advocates must submit a Member Advocate Verification Form, which will be available on the Tahoe Donner Elections website starting on March 6, 2026. The Elections Committee will receive the Member Advocate Verification Forms at electionscommittee@tahoedonner.com. Forms must be submitted electronically in PDF format. The deadline for submitting a Member Advocate Verification Form is **12:00 p.m. on April 17, 2026.**

Member Advocate Verification Forms will be evaluated by the Elections Committee consistent with the Bylaws Article III, Section 4. The Elections Committee will confirm with the Association Accounting Department that the ownership documentation provided by the Member Advocate is consistent with Accounting's ownership records.

The Election Committee will respond to the Member Advocate by email within seven days of verification form submission, acknowledging receipt and confirming whether or not the Member Advocate satisfies the eligibility requirements.

**Wednesday
April 1**

Tahoe Donner News + Life election article published "Election Information and Key Dates".

**Tuesday
April 7**

Election Notification reminder notice sent to the membership by US mail. The notice (required by Civil Code Sec. 5103) contains the same information about the nomination process as in the January 7 notice and includes the names of eligible candidates who have submitted Candidacy Forms up to the date of the Election Notification.

**Wednesday
April 8**

Optional Prospective Candidate Q&A Session held by Zoom with current board member(s). One or more board member(s) will talk about their experiences serving on the Board, and there will be a Q&A opportunity for prospective candidates. All prospective candidates attending will hear the same information at the same time.

**Friday
April 17**

The deadline for Candidacy Form and Member Advocate Verification Form submissions is at **12:00 p.m. on April 17, 2026.** Submissions must be sent in PDF format to electionscommittee@tahoedonner.com.

**Friday
April 17**

Pursuant to the Association Bylaws and Election and Voting Rules, if the acclamation requirements are met (same number of candidates or fewer than open positions), a board meeting /agenda item listing the director candidates' names will be scheduled to consider the candidate elected by acclamation. A notice will be sent to members to inform them that this meeting/agenda item is scheduled. If applicable, the meeting at which the acclamation vote would occur would tentatively be on Friday, April 24 (agenda item at the regular April board meeting).



If acclamation requirements are not met, the Elections Committee meets to finalize the list of eligible candidates. It conducts a blind drawing of candidates' names, which will determine the placement of candidates' names on the ballot, candidate statements in the Ballot Packet, on all other communications, and at any election event.

The Elections Committee Chair notifies the Board of the list of candidates for election and validated Member Advocates.

The list of eligible candidates is communicated to members by email. This email will also contain the information required under the Election and Voting Rules to be sent to members at least 30 days before the ballots are mailed, including:

- Voter list verification/update procedures and deadline
- Due date and address/location for return of completed ballots
- Election meeting date, time, and location
- Procedures if a quorum is not met.

**Tuesday
April 21**

Director Candidate Information Session (Closed to Members)

Tuesday, April 21, 2026

1:00 – 3:00 p.m. via ZOOM or in person at the Mezzanine

Tahoe Donner Senior Staff and Board member(s) are present at this meeting to provide information to the candidates and answer questions candidates have about serving on the Board, Association governance and management, Committees structure and functions, etc.

After the Director Candidate Information Session, if the candidates have questions for the Staff, the question(s) should be sent to the Elections Committee mailbox at electionscommittee@tahoedonner.com. The Elections Committee, in conjunction with Senior Staff, will identify the appropriate staff member to answer the question and respond to the candidate(s). Responses will be shared with all candidates. This process will ensure that all questions are answered accurately and shared with all candidates.

**Thursday
April 30**

12:00 p.m.

Each candidate and each verified Member Advocate may, but is not required to, submit a Director Election Statement that is reasonably related to the director election. The statements must be in PDF format and sent to electionscommittee@tahoedonner.com. The Director Election Statements will be included in the Ballot Packet mailed to members containing the official ballot and will be posted to the Tahoe Donner Elections website. The printed copies that go in the Ballot Packet will be in black and white.

- Full requirements are provided in the Election and Voting Rules Section 1B and include: Director Election Statements shall not, when printed, exceed two



8½" x 11" pages. If the PDF statement exceeds two printed pages, the Director Election Statement will be deemed to be only the first two printed pages.

- When provided to members in the voter packet and on the Tahoe Donner Elections website, a disclaimer will be presented separately by the Association that “pursuant to California law, the Association is not permitted to edit or redact any content from the Director Election Statements. The author of each Director Election Statement, and not the Association, is responsible for the content of his or her Director Election Statement”.
- By submitting a Director Election Statement, all candidates and Member Advocates accept full responsibility for its content and agree to indemnify the Association and its agents and representatives for any and all damage arising from or related to any such content. It is each Member's responsibility to confirm that his or her Director Election Statement was received by the Association.

12:00 p.m.

Each candidate and each previously verified Member Advocate may, but is not required to, provide a URL to a personal website reasonably related to the election and his or her name and email address. Email this to electionscommittee@tahoedonner.com. If provided, the URL, name and email address will be posted to the Tahoe Donner Elections website.

12:00 p.m.

Any previously verified Member Advocate who wishes to speak at the June 2nd Director Election Forum must so notify the Elections Committee along with his or her name and contact information by email to electionscommittee@tahoedonner.com.

12:00 p.m.

Any candidate or Member Advocate who wishes to withdraw is asked to notify the Elections Committee by this date.

**Friday
May 1**

Tahoe Donner News + Life “Election Roadmap” article published.

**Monday
May 4**

Director Election Statements and any other election related material authorized by the Board of Directors posted to the Tahoe Donner Elections website.



- Thursday
May 7** The Elections Committee works with the Communications Department (“ComDep”) to verify the accuracy of the finalized Ballot Packet to be sent to the membership. The Inspector of Elections reviews and approves the materials.
- Monday
May 11** Ballot Packet sent to printer.
- Friday
May 22** **5:00 p.m.**
Deadline for members to submit topics of interest for the June 2nd Director Election Forum. Topic submission will be via an online form coordinated by ComDep and will have a word count limit, and ComDep will summarize the topic responses for the Committee.
- Wednesday
May 27** Elections Committee meets to finalize topics for the Director Election Forum and sends the topics to speaking participants by May 28.
- Wednesday
May 27** Voter List finalized, date of record for the election.
Ballot Packet are mailed to members and include:
- Notice of Annual Membership Meeting
 - Ballot and instructions for mailing and returning ballots
 - Director Election Statements
 - Website address that contains Election and Voting Rules
- Monday
June 1** Tahoe Donner News + Life election article published with a list of candidates and information about how to vote.
- Tuesday
June 2** **Director Election Forum (“Community Meeting”)**
Tuesday, June 2, 2026
6:00 p.m. – 8:00 p.m. (subject to change) via ZOOM. Recording will be made available on the TD website for later viewing.
The event will be moderated by the Inspector of Elections and will focus on topics submitted by members by the May 22nd topic due date.
- Monday
June 15** Dedicated email to members who have not yet voted. The list is provided by the Accountancy Firm.
- Tuesday
June 23** Locked ballot box made available in Member Services office at Northwoods Clubhouse for ballot drop off Tuesday through Saturday during Member Services hours of operation. Ballots must be in a signed Outer Envelope. The only keys to the ballot box will be in the possession of the Accountancy Firm. Ballots received as of Friday June 26th will be counted (subject to quorum requirement) at the June 26th Election Ballot Meeting. The ballot box will be in place through Sunday June 28th 10:00 a.m. and ballots received in the ballot box after Friday June 26th will be counted during the Annual Meeting of Members on Sunday June 28th.



**Friday
June 26**

Election Ballot Meeting & Regular Board Meeting

Friday, June 26, 2026

Northwoods Clubhouse – Meadow Room / Mezzanine Room

9:00 a.m. – 5:00 p.m.

The Board of Directors convenes an Open Board Meeting for the Accountancy Firm to commence tabulation of ballots with the Inspector of Elections present to oversee the tabulation. Counting of ballots will only occur if enough ballots have been received to meet the 25% quorum requirement. Ballots (in signed Outer Envelope) delivered in person will be accepted, and replacement ballots will be available until 5:00 p.m. At least one Elections Committee member will be in attendance. In addition, one Board Member must remain on premise until 5:00 p.m. The Regular Board Meeting will remain open until Sunday, June 28, to facilitate the counting of ballots in accordance with the Election Procedures.

The deadline for receipt of Director Election ballots mailed or personally delivered directly to the Accountancy Firm is 5:00 p.m.

**Sunday
June 28**

Annual Meeting of Members

Northwoods Clubhouse

Sunday, June 28, 2026

10:00 a.m. – 12:00 p.m.

Voting from 10:00 a.m. – 11:30 a.m.

The Annual Membership meeting will be held from 10:00 a.m. to 12:00 p.m. Personally delivered ballots in signed outer envelopes are accepted at the Annual Membership meeting from 10:00 a.m. to 11:30 a.m., at which time voting in the Director Election will conclude. Replacement ballots will be available until the conclusion of voting. The Inspector of Election or his appointed assistant will attend to oversee the voting process. At least one member of the Elections Committee will be in attendance.

Prior to the conclusion of the meeting, if a 25 percent quorum has been achieved and the election results are certified by the Inspector of Elections or his appointed assistant, the results (including vote count) are announced at the meeting and will later be communicated to the membership via e-mail blast, Tahoe Donner media boards, and Tahoe Donner News + Life.

If less than 25 percent of the voting power of the Association (the quorum requirement) has submitted valid ballots, the failure to achieve a quorum will be announced and the meeting, along with the culmination of the Election, will be adjourned to Tuesday June 30th.



**Monday
June 29**

Election Ballot Meeting at Reduced Quorum Requirement (if applicable)

Northwoods Clubhouse – Meadow Room / Mezzanine Room

9:00 a.m. – 5:00 p.m.

If there is a failure to achieve the 25 percent quorum requirement by the end of the voting period at the Annual Meeting of Members, an Open Board Meeting will be held at which the Accountancy firm, under the direction of the Inspector of Elections, will tabulate the ballots. Replacement ballots will be available, and ballots (in signed outer envelopes) may be handed to the Inspector until 4:30 p.m.

**Tuesday
June 30**

9:00 a.m. – 10:00 a.m. Reconvened Annual Meeting of Members (if applicable)

The Annual Meeting of Members is reconvened to conclude the annual Election of Directors in accordance with a reduced 15 percent quorum requirement. As soon as the Election results are certified by the Inspector of Elections, the results (including vote tally) are announced and posted at the Northwoods Clubhouse, distributed via member email blast, and published in the next Tahoe Donner News + Life.

Disclosure: Other than the activities mentioned in the timeline, the Association neither otherwise participates in, nor provides Association resources for, a candidate's campaign or a Member Advocate's advocacy.

BOD Approval Date: December 19, 2025

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