Architectural Standards Meeting Minutes

Wednesday June 24, 2026

Northwoods Clubhouse and Zoom

Committee Members:

- Rod Whitten, Chair (in person)
- Mitch Clarin, Vice Chair (in person)
- Joe Veni, Member (absent)
- Debra Phelps, Alternate (in person)
- Graham Reid, Alternate (absent)
- Nick Sonder, Alternate (absent)
- David Hipkins, Alternate (absent)
- Bill Staehlin, Alternate (absent)
- Ted Arleo, Alternate (via teleconference, left at 11:01 AM)

Liaison:

- Courtney Murrell, Board Secretary (in person, arrived at 9:16 AM)

Others Present:

- Annie Rosenfeld (in person)
- Jason Hajduk (in person)
- Lisa Purchard (in person)
- Claire Ellinwood (in person)
- Jasmine Ross (in person)
- Laura Lingren (in person)
- Sean Clemenzas (via teleconference)
- Conor French (zoom)
- Molly and Austin Brown (in person)
- Josephy McThorn (via teleconference)
- Rebecca and Donald Brownson (via teleconference)
- Carmello Barajas (in person)
- Jon Tupper (via teleconference)
- Javier Reyes (via teleconference)
- Jahan Rassi (in person)

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

   The meeting was called to order at 9:01 AM with 2 committee members and 2 alternates present, constituting a quorum.
2. **Member Comments**

   The Committee Chair opened member comments. There were no member comments. The Committee Chair closed member comments.
3. **Approval of Prior Meeting Minutes**

   Mitch Clarin moved to approve the minutes from the June 10, 2026 ASC meeting. Deb Phelps seconded. (Passed 3:0 Whitten, Clarin, Phelps)
4. **Board Liaison Report**: None

5. **SUBMITTALS, HEARINGS & DISCUSSION**

Agenda Item #1: Unit 5, Lot 272

The committee agreed to approve the project after an approved site inspection and revisions.

Agenda Item #2: Unit 1, Lot 303

The committee agreed to approve the project after updated plans submitted for one member review.

Agenda Item #3: Unit 6, Lot 220

The committee agreed to approve the project after an approved site inspection and revisions.

THE COMMITTEE WENT INTO CLOSED SESSION AT 10:20 AM FOR A HEARING

Agenda Item #4: Unit 3, Lot 548

The committee agreed to defer the plan review to one member.

THE COMMITTEE RECONVENED IN OPEN SESSION AT 10:45 AM

Agenda Item #5: DISCUSSION: Staff-led listening session for the Tahoe Donner Community Plan

The General Manager led a discussion with the committee. The committee asked about the rules rewrite and staff advised that a re-write of the C&Rs and Bylaws will be initiated after the Community Plan. The committee advised that its priorities are to develop and update the

Homeowner Inspection Program along with property maintenance rules, developing fire resiliency, refining rule enforcement but recognizing different circumstances with homes built at different times and an inability to enforce all rules equally. One committee member suggested, as a priority, that members be able to access their construction plans online. The committee felt that maintaining a member first value means ensuring continued opportunities for members to provide feedback, and a clear welcome package provided to all new owners. Clarification of what amenities are open to the public vs members only was also cited as important. The committee pointed out that the Vision statement should address private property as well as amenities. Surveys sent to all members was also a suggestion by one committee member. Community partnerships and a need to communicate what the ASC is was cited as a priority. A positive image for the Association and making it easier to change our rules was suggested as a priority and supporting an overall theme of flexibility.

Agenda Item #6: ACTION/DISCUSSION: Draft Policy on Exterior Equipment Screening

The committee reviewed and approved a draft policy for screening operating equipment such as mini-splits, A/C units, generators and agreed to forward it to the Board for review.

- Mitch Clarin moved to approve the policy without the word "permanent" and to forward the policy to the Board of Directors with the policy being effective on July 1, 2026.. Deb Phelps seconded.
- Action 3:0 (Whitten, Clarin, Phelps) The committee agreed to approve the policy without the word "permanent" and to forward the policy to the Board of Directors with the policy being effective on July 1, 2026

6. **Next Meeting**

   The next meeting is scheduled for July 22, 2026 at 9:00 AM.

7. **Adjournment**

   The meeting was adjourned at 12:12 PM.