

**MINUTES**  
**TAHOE DONNER ASSOCIATION**  
**BOARD OF DIRECTORS SPECIAL MEETING**  
**October 28, 2009**  
**11:00 A.M.**

A special meeting of the Board of Directors of Tahoe Donner Association was held at Northwoods Clubhouse (Mezzanine) in Truckee, California on Wednesday, October 28, 2009. President Suzan Knisley called the meeting to order at 11:00 a.m. The following directors, staff and committee members were present:

Directors present: Suzan Knisley, Ron Wulff, John Dundas, & Don Berryman

Directors absent: Robert Burks

Staff present: Robb Etnyre, General Manager  
Mike Salmon, Director of Finance & Accounting  
Bonnie Watkins, Executive Assistant/Recording Secretary

**EXECUTIVE SESSION**

The Board convened to executive session AT 11:00 A.M. to discuss the General Manager's contract.

**OPEN SESSION**

The Board convened to open session at 1:15 p.m.

**MEMBER & DIRECTOR COMMENTS**

There were no comments.

**A. CONSENT CALENDAR:**

The Board was provided with the following item for consideration:

- **Credit Card Merchant Processor Resolution**

The Board discussed a request from Director of Finance and Accounting Mike Salmon to terminate the Association's current merchant processor provider contract with "Elavon" and contract with "APS" merchant processor provider, thereby lowering the Association's credit card fees by an estimated \$4,000 per annum.

Ron Wulff made a motion and Don Berryman seconded to approve the Credit Card Merchant Processor Resolution as presented. Motion passed 4-0 (Burks Absent)

## **B. ANNUAL ASSESSMENT MAILING FORMAT**

- **Annual Assessment Letter to the Membership**

The Board was provided with a proposed “Annual Assessment Letter” to the membership that would accompany the 2010 Annual Assessment Invoice for consideration.

A discussion ensued regarding the contents of the proposed letter.

Following discussion Ron Wulff made a motion and Don Berryman seconded to approve the proposed “Annual Assessment Letter” with revisions. Motion passed 4-0 (Burks Absent)

Following further discussion, by consensus the Board approved the inclusion of discounts for the membership in the Annual Assessment Invoice, with the type and amounts to be determined by Staff.

- **Tahoe Donner Charitable Fund**

At the October 20, 2007 Regular Board Meeting, the Board approved the implementation of a “Tahoe Donner Charitable Fund” through the Truckee Community Foundation.

Robb Etnyre stated that he had met with the President of the Truckee Community Foundation, Lisa Dobey, to discuss the Tahoe Donner Charitable Fund. He said Ms. Dobey has suggested that the Association not continue with the fund, especially since the response by the membership has been poor. He noted that the amount currently in the fund is approximately \$6,900, and the Board will need to determine how those funds are used. Ms. Dobey, he continued, would like to meet with the Board at a future date to determine what kind of fund raising mechanism would be best for Tahoe Donner moving forward.

Following discussion, Ron Wulff made a motion and Don Berryman seconded to vacate the Board’s prior decision to implement a “Tahoe Donner Charitable Fund.” Motion passed 4-0 (Burks Absent)

Discussion took place regarding how the funds currently in the Tahoe Donner Charitable Fund should be used. Following discussion, the Board indicated that it wishes to continue its relationship with the Truckee Community Foundation moving forward, and that use of the funds will be determined at a later date.

**ADJOURNMENT**

Don Berryman made a motion and Ron Wulff seconded to adjourn the meeting at 1:40 p.m. Motion passed 4-0. (Burks absent)

Submitted by:

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Bonnie Watkins, Recording Secretary

**SECRETARY'S CERTIFICATE**

I, Donald E. Berryman, 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 October 28, 2009, as approved by the Board members in attendance and constituting a quorum at a duly convened subsequent meeting of the Board.

\_\_\_\_\_  
Donald E. Berryman, Secretary

\_\_\_\_\_  
Date