

**TAHOE SANDS TIME SHARE OWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING
March 10, 2018**

CALL TO ORDER

Roll Call – Establish Quorum

The Tahoe Sands Time Share Owner’s Board of Directors meeting was held on Saturday March 10, 2018 at the Foothill Community Center in Sacramento, California. President Robert Wemheuer called the meeting to order at 8:06 AM. A quorum was established.

Board Members Present

President	Robert Wemheuer
CFO	Doug Thompson
Secretary	Norm Allen
Member at Large	Jean Thompson

Others present were Jeff Rose, Maggie Schumacher, Mike Hansen, Joanna Bailey, Dominic Chiricosta, Kay Buty, and Bret & Shara Reeves.

Pledge of Allegiance

R. Wemheuer, President

GENERAL SESSION

Review and approval of agenda

R. Wemheuer, President

M/S/C to approve the agenda as presented. It was agreed items may be taken out of order.

Introductions

All

Review and approval of Board Meeting Minutes – January 6, 2018

N. Allen, Secretary

M/S/C to approve the minutes as corrected.

Control sheet sign-off

Board of Directors

The Board reviewed and signed off on the Control Sheet.

Public Comment

There were no comments on items not on today’s agenda.

COMMITTEE REPORTS

Finance Committee

D. Thompson, CFO

• **Finance update**

D. Thompson presented the financial reports as of March 7, 2018, including the year-to-date budget compared with actuals for the months of January and February. He reviewed specific line items and clarified variances.

Wemheuer asked the status of changing to accrual accounting. Schumacher reported the accounts have been set up and the information needed from CPA Frank Mooney was given to McClintock Accountancy last week to continue the process. Schumacher noted the audit may not be completed in time for the spring newsletter. Discussion followed and it was agreed to publish the unaudited financial reports in the Bear Paw with a note that the audited financials will be posted on the website when completed. Owners will also be able to request a copy.

Discussion continued regarding the transition from cash to accrual based accounting. D. Thompson feels everything is on track.

Direction was given at the last Board meeting to open a Capital One account so the local bank accounts will remain within FDIC limits. A motion is required to assign signers. Rose announced that Schumacher will be moving from the area in the fall because of a transfer and promotion in her husband's position with Liberty Utilities. Because of that, it was suggested Rose be a signer on the account.

M/S/C to open a Capital One account and assign Doug Thompson, Norm Allen, and Jeff Rose as signers on the account.

The Board continued to review the financial reports. During discussion, Wemheuer recognized the management company's continued efforts to manage expenses and reduce costs.

Facilities, Safety and Maintenance Committee

J. Pudewell, Committee Chair

- **Safety issues**
- **Maintenance issues**
- **Follow-up from previous reports**

Because Pudewell was not at this morning's meeting, Rose presented the Committee's written report of inspections of the 100s and 500s. Discussion followed as Rose described improvements being made that will address some of the issues identified during inspections, including flooring and window and door replacements. Allocation of funds was discussed later in this meeting. It was noted that "bracelets" will again be used this summer to control use of the beach.

Renovation & Improvement Committee

D. Chiricosta, Committee Chair

- **Committee update**

Schumacher said the goal is for this Committee and the ADA Committee to work together on an updated 1-5 year implementation plan for Board review in June. Every unit will be inspected and a log created of what's been done and what still needs to be addressed. Now that so many large improvements have been made, items such as improving lighting can be addressed.

Schumacher said some of the 500s are rarely rented. They are used for sales but could be a source of income. The units were designed to sleep 2 people, not 4, which is the current configuration. Schumacher recommended some improvements to make the units comfortably accommodate 2 people as hotel-style rooms without kitchen facilities. She noted units sleeping only 2 people cannot be used for exchange. Discussion followed.

M/S/C to convert 502, 503, 504, and 505 to hotel-style units to accommodate 2 people.

The Board discussed possibilities for the 300s, given the position of Placer County at the pre-development meeting. The BMPs still need to be done and Wemheuer asked that a plan and cost estimate be presented at the June meeting. At that time, the Board can consider moving forward with internal renovations, which would only require an over-the-counter permit.

Schumacher reported Liberty Utilities is doing work this summer in preparation to underground utility lines in Tahoe Vista. The lines and connections will be installed the following summer. During discussion it was noted that property owners are responsible for curb, gutter, and sidewalk costs. Rose recently attended a meeting about water mains. He is trying to clarify whether or not property owners need to pay for those utility upgrades. Schumacher reported she is getting the property map updated. When that's done, she'll get the Emergency Exit signs posted as appropriate.

ADA Committee

B. & S. Reeves, Committee Chair

- **Committee update**

Reeves and Schumacher will meet to clarify the soft pack hearing devices to be ordered. Discussion followed regarding Board direction from the last meeting.

Strategic Planning Committee

J. Thompson, Committee Chair

- **Committee update**

No update was given.

Reserve Projects

M. Schumacher, Management

- **2018 approved project status**
- **New Requests**

Rose asked the Board to consider allocating approximately \$10,000 to replace windows and doors in the 400s and 500s. He suggested replacing 4 or 5 sliding glass doors each year. Discussion followed regarding the costs and options for purchasing the products for less money. The Board agreed to increase the budget for this year. Schumacher will get a bid for additional work in the 500s and an electronic vote may be conducted.

M/S/C to increase the budget for window and sliding glass door replacements from \$8,000 to \$20,000.

Nomination Committee

G. Duignan, Committee Chair

- **2018 Election and Inspector of Elections**
- **Committee update**

Bret Reeves was appointed as Inspector of Elections for today's ballot count.

Insurance and Legal Issues Committee

E. Baumberger, Committee Chair

- **Insurance renewal**
- **ADA Signage**
- **Committee update**

Schumacher expects to hear from the insurance broker in the next week or so with news of what companies are interesting in bidding on the Tahoe Sands account. The Board needs to agree to the Statement of Values at \$300 per square foot for insurance purposes. Discussion followed on what that means as far as replacements. There was consensus to agree to the \$300 per square foot amount.

Policy and Rules Committee

J. Cameron, Committee Chair

- **Committee update**

M/S/C to extend the multiple-week exclusion policy for 2019 reservations, check-in dates of June 28, June 29, and all of July, 2019.

Member Relations Committee

K. Buty, Committee Chair

- **Committee update**
- **Work Party Weekend**

Buty announced May 19 and 20 as Work Party Weekend dates. Participants will be offered a \$40 per night room rate. Buty will present a Power Point at today's Annual Meeting showing the different jobs and encouraging people to attend.

NEW BUSINESS

Management Report

M. Schumacher/J. Bailey, Management

The written reports in the Board packets were reviewed.

- **Occupancy report**

Schumacher reported the impacts of a low snow year are reflected in the Occupancy Report, but Bonus Time and Exchanges are helping. She is reviewing a proposal from a condo-rental company as another strategy to increase occupancy. Staff has been able to get some improvements done in the units since occupancy has been low.

- **Collection report**

Schumacher reported that as of December, dues revenues were short about \$24,000. Approximately \$2,000 has been received. Last May, 151 accounts were turned over to collections. Of those, 112 are still in collection as of February 28, 2018. There are 150 owners whose accounts were turned over to collections in 2017 and have now been suspended.

Schumacher reminded the Board of the different rates for mountainside versus lakeside units, which will only impact rentals. That said, the rates are getting close to bonus rates. At the last meeting, the Board discussed increasing the rental rate discount to 25% for owners. Schumacher suggested leaving it at 20%. Discussion followed. There was consensus to leave the owner's rental rate discount policy as is.

- **Owner/Customer service report (Internal & External)**

Bailey reported RCI Customer Comments have been fairly positive. Guests have been given upgrades at no charge if there is availability. Schumacher said guests will be given the option of completing paper surveys in order to increase responses.

- **Operation Update**

Sales Report

J. Rose, Management

- **Sales and upgrade update**

Rose presented the written First Quarter Sales Report. He reported Hello Vacay has closed one sale. An additional sale has been done in-house, but not closed yet. The California Public Report has been renewed and Rose is trying to identify an attorney in Nevada to help with that state's Public Report. Rose and Schumacher will attend ARDA in May and focus on developing new marketing strategies.

Wemheuer asked about the complimentary II membership offered by Hello Vacay. Rose discussed the issues and confusion members are reporting because of recent communications from Hello Vacay. Some of the marketing materials need to be clarified. Wemheuer suggested including information in the Bear Paw so members understand the Resort is working with Hello Vacay.

Correspondence

N. Allen, Secretary

- **Review of any pending correspondence**

The Board went into Closed Session at 11:45 AM to review correspondence. Open Session was reconvened at 12:01 PM. There was no reportable action.

Annual Meeting Coordination

Board of Directors

The logistics of today's Annual Meeting were discussed.

Adjournment to close of Annual Meeting

At 12:02 PM the Board adjourned to later this afternoon.

Respectfully submitted,
Judy Friedman, Recording Secretary
THE PAPER TRAIL SECRETARIAL & BUSINESS SOLUTIONS

AS APPROVED,

NORM ALLEN
SECRETARY
TAHOE SANDS TIME SHARE OWNERS ASSOCIATION