

**TAHOE SANDS TIME SHARE OWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING
Tahoe Sands Resort, 6610 North Lake Blvd., Tahoe Vista
January 12, 2019**

CALL TO ORDER

Roll Call – Establish Quorum

The Tahoe Sands Time Share Owner’s Board of Directors meeting was held on Saturday January 12, 2019 at the Tahoe Sands Resort in Tahoe Vista California. President Robert Wemheuer called the meeting to order at 9:17 AM. A quorum was established.

Board Members Present

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

Others present were Jeff Rose, Joanna Bailey, Ernie Baumberger, Christa Leech, Dominic Chiricosta, Kay Buty, Jeff & Jennifer Pudewell, Bret & Shara Reeves, and Cindy Marks.

Pledge of Allegiance

R. Wemheuer, President

GENERAL SESSION

Review and approval of agenda

R. Wemheuer, President

Duignan asked to add a discussion about fire safety under “Insurance and Legal Issues.”
M/S/C to approve today’s agenda as amended.

Introductions

All

Review and approval of Board Meeting Minutes – October 13, 2018 **N. Allen, Secretary**

M/S/C to approve minutes as presented.

Control sheet sign-off

Board of Directors

The Board signed off on the Control Sheet.

Public Comment

Wemheuer noted last night’s fire in the 500s. Nick Rose was recognized for calling it in and getting people out of the area.

Buty showed pictures of the beach and issues discussed at the October meeting. This is on today’s agenda under “Policies and Rules” but was discussed now as Buty, Leech, and others described their experiences with people putting up chairs, umbrellas, and pop-ups to save space on the beach.

COMMITTEE REPORTS

Finance Committee

D. Thompson, CFO

• **2018 Financial Review**

D. Thompson presented the financial statements as of December 31, 2018, noting specific line items and variances. A brief discussion followed as the variances were clarified and how that relates to funding the Reserves.

• **2018 Audit**

D. Thompson has signed the engagement letter, as approved at the October meeting.

- **2019 Budget**

D. Thompson has completed the 2019 budget.

- **Report on 2018 Capital Improvement Expenses**

Rose reported the windows have been measured, but a bid has not been received. He asked that the \$20,000 allocated in 2018 be rolled into 2019.

M/S/C to roll \$20,000 from the 2018 Capital Improvement Expenses budget for windows be rolled into 2019.

- **2019 Capital Improvement Plan**

D. Thompson answered questions about what is available in the 2019 budget for capital improvements. He explained the anticipated \$36,000 surplus from last year. Dues were not increased last year to see how anticipated sales may impact revenues. D. Thompson said there is no budget for capital improvements at this time and suggested a budget be developed. That said, because of last night's fire, other projects may be set aside. It will depend on the expenditures needed and what insurance will cover.

Facilities, Safety and Maintenance Committee J. Pudewell, Committee Chair

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

Pudewell reported that on December 8, the Committee inspected the 200s, 300s, and 400s. He noted suggestions in the written report, including replacing the 3' florescent lights with 4' bulbs, painting the entry ways in the 300s, addressing windows in 305 and 402, and refreshing the entry sign with paint and fixing the "no vacancy" light. Discussion followed regarding other observations. Rose reported North Tahoe Fire Protection District conducted an inspection and electrical issues noted were addressed. Pudewell will work with Management to check off items that have been fixed.

Renovation & Improvement Committee D. Chiricosta, Committee Chair

- **BMP/Landscape Plan**
- **Committee update**

Chiricosta introduced Cindy Marks, the newest member of the Committee. Marks spoke of her experience on the School Board in Modesto, which has taught her a lot about management, sticking to budgets, and renovations, particularly since the schools in her District are being upgraded.

Chiricosta presented his written report. Rose reported the BMP plans have been received. Bailey said the inventory of all units has been completed. She will compile the information into a format usable by the Committee.

Chiricosta proposed job descriptions and responsibilities for each Board position and Committee be developed. He has developed a template for that purpose and offered to enter the information already available. Committee Chairs and Board members were asked to submit information to Chiricosta and Schumacher by February 15 so the forms can be completed and reviewed by the Board at the March meeting.

Rose showed the preliminary BMP plans. He suggested submitting the plans for approval and permitting so an implementation plan can be developed, depending on the funding available.

M/S/C to direct Management to move forward with the final BMP plan and implementation.

At this point in the meeting, NTFPD Captain Lagano provided an update on last night's fire. She described how and when the call was received, methods used to address the fire, and the mutual aid from surrounding fire departments during the event. NTFPD will continue to monitor the area tonight to make sure there are no remaining hot spots on the three units impacted.

ADA Committee

B. Reeves / S. Reeves, Co-Chair

- **Committee update**

Reeves reported everything that can be achieved to date has been done. Moving forward, there are some major expenditures to be considered. A brief discussion followed regarding communication with hearing-impaired guests during a fire or other emergency. Reeves will continue to work with Bailey to see what the needs are and what can reasonably be achieved.

Strategic Planning Committee

R. Wemheuer, President

- **Committee update**

No report was given.

Nomination Committee

N. Allen, Secretary

- **Committee update**

Allen reported the slate for the March 9 election is Doug Thompson, Gary Duignan, and Robert Wemheuer. No other owners have shown an interest in running for a Board seat.

Insurance and Legal Issues Committee

E. Baumberger, Committee Chair

- **Law update - Correspondence**

- **Committee update**

Baumberger reported Schumacher is already in contact with the insurance company about last night's fire. Baumberger was not sure of the coverages and deductibles. The extent of the damage and whether or not it requires repairs or replacement will not be known until further investigation by the adjustor. There was discussion about strategies to move forward, how to accommodate incoming guests, and how sales may be impacted. Once the situation has been better assessed, Management, Baumberger, and the Board will consider options.

Options for accommodating owners and asking owners to trade or give up their weeks were considered. Bailey will develop a plan and reach out to owners. Rose was asked to see if the insurance includes Loss of Revenue, which could be used to accommodate owners who had reservations that cannot be honored. He will also consider costs of boarding up the damage site as soon as possible for security.

Policy and Rules Committee

J. Cameron, Committee Chair

- **Committee update**

Cameron's written report focusing on smoking and pop-ups on the beach, was distributed today.

Regarding smoking, the Board considered areas where smoking and vaping might be allowed.

M/S/C to direct Management to designate approved smoking areas in the 400s, 500s, and near the Lanai building. No smoking will be allowed in units, which includes decks.

Cameron's report included suggestions for pop-ups on the beach and enforcement. Discussion followed regarding strategies to keep people from setting up equipment and leaving it unattended all day or overnight. Enforcement was considered and it was agreed that signage noting the policy be installed. If there is still an issue, security may need to be hired.

M/S/C that pop-ups not be allowed on the beach.

M/S/C that no personal items are to be left unattended on the beach after 7:00 PM. Flotation devices shall only be left in designated areas.

Marks asked if there is a way to control offensive music and language at the beach. Buty will write an article for the Bear Paw about “beach etiquette.” Management will include that in the signage being done addressing other rules.

Member Relations Committee

K. Buty, Committee Chair

- **Committee Update**

Buty is gearing up for Work Weekend, scheduled for May 18 and 19, 2019. Room rates will be \$40 for those coming to work. She will put an announcement in the Bear Paw.

NEW BUSINESS

Management Report

J. Bailey, Management

Baily presented the reports included in today’s meeting packets. She noted the help Maggie Schumacher has been long-distance. She is always available by phone.

- **Occupancy report**

Occupancy increased in 2018, including bonus time, although general rentals down. Rose reached out to owners impacted by California fires and offered units at no charge.

- **Collection report**

Assessments are still coming in. Non-performing accounts sent to collections in 2018 have been cancelled. There are currently fewer than 10 accounts in collection, but that could change in May.

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

No internal comment cards have been received for this period. Bailey and Schumacher are working on an electronic system so guests can comment on a notebook at checkout. No comments were received from II and three from RCI.

- **Operational Update**

No additional report was given.

Sales Report

J. Rose, Management

- **On-Site Sales Program**

- **Hello Vacay**

Rose reported there were 152 new owners last year and six just since the holidays. He hopes to double that this year. About 70% of new owners will start paying dues this year. Rose said improvements have really helped sales. Allen suggested the improvements be noted in the Bear Paw.

There have not been good results from Hello Vacay.

CLOSED SESSION

The Board went into Closed Session at 1:35 PM to consider:

Correspondence

N. Allen, Secretary

- **Response letters enclosed**

- **Review of any pending correspondence**

Open Session was reconvened at 1:53 PM. There was no reportable action.

The Board agreed to convene a phone meeting on January 19, 2019 at 11:00 AM to get an update on the status of the investigation and insurance information for last night’s fire. There was a brief discussion about what

possibilities there may be given the need to rebuild the damaged areas.

There was a brief discussion about the information to be covered at the Annual Meeting in March. The round-table format for owners to discuss specific topics will be set up again.

Adjournment

There being no further business to come before the Board, the meeting was adjourned at 2:19 PM. The next regularly scheduled Board meeting will be March 9, 2019 at 9:00 AM

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

AS APPROVED,

NORM ALLEN
SECRETARY
TAHOE SANDS TIME SHARE OWNERS ASSOCIATION