

**TAHOE SANDS TIME SHARE OWNERS ASSOCIATION  
BOARD OF DIRECTORS MEETING  
Tahoe Sands Resort, 6610 North Lake Blvd., Tahoe Vista  
October 13, 2018**

**CALL TO ORDER**

**Roll Call – Establish Quorum**

The Tahoe Sands Time Share Owner’s Board of Directors meeting was held on Saturday October 13, 2018 at the Tahoe Sands Resort in Tahoe Vista California. President Robert Wemheuer called the meeting to order at 9:00 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, Maggie Schumacher, Joanna Bailey, Dominick Chiricosta, Krista Leach, Alan Beyer, Bret Reeves, and Jennifer Cameron

**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 some items may be taken out of order.**

**Introductions**

**All**

**Review and approval of Board Meeting Minutes – June 2, 2018**

**N. Allen, Secretary**

Schumacher corrected the financial report in the June minutes.

**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**

Krista Leach voiced concern about the number of pop-up tents on the beach this summer. There have also been a lot of dogs on the beach and loud music. It’s been difficult to enjoy the beach. Discussion followed regarding who has been causing the nuisances and options to address them. There was consensus that pop-ups should be taken down at night. **ACTION: The Policy and Rules Committee will consider options for dealing with pop-ups and bad behavior on the beach and make a recommendation to the Board. An article will go in the Bear Paw about owners and guests being civil in common areas.**

**COMMITTEE REPORTS**

**Finance Committee**

**D. Thompson, CFO**

- **2018 Financial Review**
- **2019 Capital Improvement Proposal**

D. Thompson presented the financial reports as of September 30, 2018. He compared year-to-date numbers with 2017 and clarified specific line items and variances. Schumacher described the front desk staffing and changes that have led to decreased expenses. That said, the Resort is not fully staffed and needs to be more competitive

in pay. There will need to be significant pay increases to bring existing staff and new hires up to minimum wage. Schumacher noted the shift in occupancy patterns, particularly in the winter because of the Villages at Squaw and Northstar.

Capital Improvement Projects for 2018 were reviewed and the status of projects clarified, particularly decks, railings, interior unit improvements, and compliance with hearing-impaired requirements.

- **2017 Audit**

D. Thompson presented the 2017 Audit. TSTSOA books were previously done on a cash basis, but with the switch to accrual, the audit is now in compliance with the Generally Accepted Accounting Principles (GAAP). One of the auditor's concerns had to do with capital expenditure requirements in the future.

- **2019 Proposed Budget**

D. Thompson presented the proposed 2019 Budget. He distributed actuals from 2013 – 2018 and proposed changes for the 2019 budget. He recommends keeping assessments at the current level for this year. D. Thompson explained the assumptions made as the budget was prepared and answered questions clarifying the budget and his recommendations. Schumacher asked the Board to consider regular Cost of Living dues increases. D. Thompson said he would like to see what effect increased sales has on the budget. Schumacher and Rose explained strategies for securing a bid for BMP work, including getting a report on paving and coverage.

**M/S/C to approve the 2019 Budget as presented, subject to an increase of \$78,100 to the Capital Improvement Program throughout the year should the results of operations warrant it.**

- **Report on 2018 Capital Improvement Expenses**

This item was discussed above.

**Facilities, Safety and Maintenance Committee**

**J. Pudewell, Committee Chair**

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

J. Thompson presented the Committee report of the September inspection. There were no major items to be addressed. The Committee considered the grounds as well and the items identified in the report were discussed. Schumacher suggested the group meet with Bailey and Maintenance after inspections to discuss items in order to avoid frustration if there are items that are currently being addressed or cannot be for whatever reason. Discussion followed regarding specific examples and the need for better housekeeping inspections before rentals.

**Renovation & Improvement Committee**

**D. Chiricosta, Committee Chair**

- **BMP/Landscape Plan**
- **Resort Improvement Spreadsheet**
- **3-5 Year Plan**

Chiricosta has spoken with Bailey and Schumacher about compiling an inventory of the interior of all units. Regarding BMPs, he would like to be present when Management talks to a contractor. Chiricosta said he has Trex decking and railings at home and has needed no maintenance or repairs in 10 years.

**ADA Committee**

- **Committee update**

Reeves reported the parking spaces and signage have been completed. Unit 116 is compliant with ramps going into the unit. What is readily achievable is being addressed, given financial constraints. The Board needs to determine what to address next as far as unit improvements are concerned.

## Strategic Planning Committee

R. Wemheuer, President

- **Committee update**

Wemheuer reported completion of the architectural and BMP plans is critical before any other projects can move forward. Long term, the idea of expanding the 300s is viable and with the audit, alternative funding options can be considered. Wemheuer said he might support a Special Assessment at some point to facilitate that project.

## Nomination Committee

N. Allen, Secretary

- **Committee update**

Allen reported D. Thompson, Wemheuer, and Duignan will be running for re-election. Allen has reached out to other potential candidates, but so far has not received any responses. A brief discussion followed regarding strategies to encourage owners to participate in the Association through Committees and ultimately run for the Board.

## Insurance and Legal Issues Committee

E. Baumberger, Committee Chair

- **Law update - Correspondence**
- **Committee update**

Schumacher reported Baumberger said changing the Bylaws would be required to institute electronic voting. It may be a costly process. **ACTION: Bailey will get an update from Baumberger.**

## Policy and Rules Committee

J. Cameron, Committee Chair

- **Committee update**

Cameron asked about making the Resort non-smoking. Rose described some of the issues instituting such a policy. **ACTION: Cameron will investigate options for instituting smoking areas.** A brief discussion followed regarding how belligerent customers are handled at the front desk.

## Member Relations Committee

K. Buty, Committee Chair

- **Committee Update**

Bailey said Buty's main concern was pop-ups on the beach and offered to submit some ideas to deal with them. **ACTION: Cameron will contact Buty.** Work Party weekend is scheduled for May 18. Information on making reservations will be in the next Bear Paw.

## NEW BUSINESS

### Management Report

M. Schumacher/J. Bailey, Management

- **Occupancy report**

Schumacher presented the Management Reports included in today's meeting packets. She said June was a good month and there was 92% occupancy in July. August was down a bit, perhaps because schools start earlier. Overall occupancy has been strong and weekends have been full.

- **Collection report**

Schumacher reported some payments from 2017 are still coming in. Notice of Defaults will be filed for those still outstanding. People lose their membership if they don't pay, so that's often enough to make those owners pay past due fees. In 2018, the lowest number ever was turned over to collections, which actually says a lot for the efforts being made to collect dues and work with members on payment plans.

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

Bailey reported this past summer was the busiest since she's been at the Resort. Overall, everything went well. She has continued the Owner Meet and Greets and received very favorable comments. Bailey described staffing changes.

Schumacher said that because online comments are fewer than what was received with paper comment cards, she is considering going back to paper or having an iPad at the front desk. She asked the Board how important the cards are given people are commenting directly and there are the Owner Meet and Greets. A brief discussion followed. There was consensus that people are not commenting as much because of all the improvements and other options for offering comment. It was agreed that something will be included in the check-in package noting "comment cards are available at the front desk."

In response to a question about RCI, Bailey said the Resort has an overall 4 star rating. Good comments are coming in from II guests.

- **Operational Update**

There were no additional comments.

## **Sales Report**

**J. Rose, Management**

- **On-Site Sales Program**
- **Hello Vacay**

Rose reported 101 new sales between January and September. The sales are a result of on-site efforts and Hello Vacay. Rose described the sales campaigns he's done and said there are eight sales people. He will continue the direct mail campaign. His written report was included in the meeting packets.

Rose answered questions about inventory. He described the travel club he enrolls buyers in at his cost, which is another sales tool.

## **CLOSED SESSION**

The Board went into Closed Session at 1:19 PM to consider:

### **Correspondence**

**N. Allen, Secretary**

- **Response letters enclosed**
- **Review of any pending correspondence**

Open Session was reconvened at 1:38 PM. There was no reportable action.

## **Adjournment**

There being no further business to come before the Board, the meeting was adjourned at 1:40 PM. The next regularly scheduled Board meeting will be January 12, 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