

**Tahoe Seasons Resort  
Time Interval Owners' Association Board of Directors  
Regular Session Meeting Minutes  
June 7, 2010**

*The following are the DRAFT meeting minutes from the past Board meeting. Until the Board of Directors approves these minutes at the next Board of Directors Meeting, they are NOT considered final.*

**I. CALL TO ORDER/ROLL CALL**

President E.C. van Eckhardt called the meeting of the Board of Directors of Tahoe Seasons Resort to order at 9:06 AM. The following persons were in attendance:

Board Members:

E.C. van Eckhardt, *President*  
Gary Ransone, *Vice President*  
Bruce Bergondy, *Chief Financial Officer*  
Adolphus "Doc" Thomas, *Secretary*  
Roy Fraser, *Director*

Vacation Resorts International:

Tom O'Brien, *Sr. VP. Of Resort Operations*  
Dwayne Baty, *VP Financial Services*  
Grant Tuttle, *Regional Director of Resorts*

Resort Staff:

Michael Presley, *General Manager, TSR/TIOA*  
Karen Frates, *Assistant General Manager, TSR/TIOA*  
Michael Gwin, *Chief Engineer, TSR/TIOA*  
Kevin Miller, *Administrative Assistant, TSR/TIOA*

Owners (regular session):

Ernie Williams  
Jacob Bercu  
Biaggio and Carole Parma

Others:

Phillip D. Dregger, PE, President, Technical Roof Services, Inc. (TRS)

**II. APPROVAL OF AGENDA**

- A. The agenda was amended to accommodate Mr. Dregger by moving the agenda item VII. New Business D. Rooftop presentation to the beginning of the agenda. Reports: Financial item #9 added: Pub Bar Operation.

**III. OLD BUSINESS**

## Rooftop

Phillip D. Dregger, PE, President Technical Roof Services, Inc. (TRS) presented a proposal dated May 11, 2010 to provide professional services to evaluate existing roof conditions, document his findings, and recommend repair procedure.

MOTION: Gary Ransone moved to contract for TRS to provide professional services per the TRS proposal dated May 11, 2010 total fee of \$9,850 including allowance for petrographic services and further direct legal council to direct correspondence to West Coast Industrial Flooring notifying the contractor of the current failed condition of the roof, ongoing evaluation and investigation. Seconded by Doc Thomas and passed unanimously.

## **IV. OWNER FORUM / CORRESPONDENCE**

Owners present did not direct any questions to the board or present any topics for discussion for the board and no owner correspondence was considered in regular session.

## **V. APPROVAL OF PREVIOUS REGULAR SESSION MEETING MINUTES**

MOTION: Doc Thomas moved to approve minutes of the Board of Directors March 8, 2010 regular session. Seconded by Gary Ransone and passed unanimously.

## **VI. REPORTS**

### **A. Management:**

#### **1. Operations Manager's Report**

Michael Presley summarized the Managers report, which covered various topics, including administration, maintenance/grounds; reserve/replacement projects status as well as the occupancy report, internal comment card and the exchange company comment card scores. A copy of this report will be attached to the approved set of these minutes and filed in the Association minute book.

#### **2. Ratification of Contracts**

There were no new contracts to ratify.

### **B. Reports / Financial:**

#### **1. Acknowledgment Receipt of Financial Materials**

Board members acknowledged receipt and review of the monthly financial reports through the period April 2010.

#### **2. Variance Report**

Dwayne Baty reviewed the variance provided to the Board in advance of the meeting. The net variance through April 2010 is a positive revenue over expenses \$198,809 without consideration of bad debt expense which will be considered at year end.

#### **3. Acknowledge Receipt of Year End 2009 Financial Materials**

Board members acknowledged receipt and review of the 2009 year end audit prepared by Schonwit and Associates Certified Public Accountants.

4. Disposition of Operating Surplus

The consensus of the board was to consider the disposition of the 2009 year end Operating surplus at the December 2010 Board Meeting. Management will add the item to the December regular meeting agenda.

5. Authorized Signatures on Association Bank Accounts

Association bank account signature cards were updated with signers' personal information.

6. Delinquency Report

Management reported that as of May 18, 2010 the total number of delinquent owners is 1,173 and represents 14.6% of the owner base (8,007). There are 208 Association owned intervals. The total non-maintenance fee performing number of intervals is 1,381 or 17.25% of the total owner base. The delinquency factor (not including the HOA owned intervals) from May 2009 was 11.6 % with 925 intervals delinquent.

7. Reserves Reimbursement

- a. MOTION: Motion by Gary Ransone to ratify reimbursement of the Operating account from the Replacement account for the previously approved expenses (listed below) totaling \$16,906.88. Seconded by Doc Thomas and passed unanimously.

\$910.00	Steve Jacobs Architect (ADA) Mar-10
\$692.50	Eikelberger Awning (canopy) Mar-10
\$2,600.98	Inncom (thermostats) Mar-10
\$7,873.00	Otis Elevator (elevator doors) Apr-10
\$4,830.40	Inncom (thermostats) Ap-10

b. Approval of Replacement Expenses

i. Ski Shop Expenditures

MOTION: Gary Ransone moved to approve ski shop equipment purchase of \$7,500 from Sunrise Sports (reference letter dated 4/20/10). Seconded by Doc Thomas and passed unanimously.

ii. Room Thermostats

MOTION: Roy Fraser moved to approve the \$7,431.38 purchase from Inncom of 35 digital energy management thermostats and 35 passive IR motion sensors. Seconded by Bruce Bergondy and passed unanimously.

The Board asked management to provide an estimate of the number of thermostats needed to complete the retrofit.

iii. Spare Televisions

MOTION: Gary Ransone moved to approve the \$13,158.75 purchase from Resort Media Group Inc. of ten 32 inch LCD and

ten 37 inch LCD televisions. Seconded by Doc Thomas and passed unanimously.

iv. HVAC Repair

MOTION: Roy Fraser moved to approve the MCA Mechanical proposal #147 in the amount of \$3,660.00 to repair three exhaust fans on the eighth floor. Seconded by Doc Thomas and passed unanimously.

MOTION: Gary Ransone moved to approve the MCA Mechanical proposal #136 in the amount of \$3,380.00 to repair and retrofit the plenums and air ducts servicing the lobby and restaurant. Seconded by Bruce Bergondy and passed unanimously.

v. Spare Parts

MOTION: Doc Thomas moved to approve the Creative Design Concepts revised proposal dated 5/4/10 in the amount of \$4,216.63 to provide miscellaneous case good hardware for repair parts inventory. Seconded by Bruce Bergondy and passed unanimously.

vi. Vehicle Purchase

MOTION: Bruce Bergondy moved to approve the purchase of a new Ford Expedition, not to exceed \$39,600, which is the amount budgeted in the Replacement Study for this vehicle. Seconded by Roy Fraser and passed unanimously.

8. Business Property Tax Recovery

Dwayne Baty updated the board that \$22,000 in previously paid property tax had been recovered from El Dorado County. The recovered funds will remain in the Associations Operating account.

9. Pub Bar Operation

MOTION: Bruce Bergondy moved to approve the plan for Fat City to operate the Pub Bar operation four days per week Friday through Mondays through the period 12/31/10 where Association will subsidize a portion of the operation by paying \$850 per month. Any employee(s) will be Fat City Employees and covered under their WC Policy. Further, this subsidy maybe withheld if the bar operation is closed during the shoulder season and Fat City will be required to pay for all other costs associated with this bar operation. Seconded by Doc Thomas and passed unanimously.

## VII. OLD BUSINESS

A. Robert Stickel

1. Gifting: By consensus approval, the Board agreed to split the cost (50/50) of the gift for Robert Stickel former board member, with VRI.
2. Emeritus Status: MOTION: Doc Thomas moved to bestow emeritus status to former Board member and former Association CFO Robert Stickel in consideration of his service to the Association. Seconded by Roy Fraser and passed unanimously.

**B. Shuttle Committee Report**

The Committee recommended the Association not pursue either the purchase of a passenger shuttle vehicle or a third party to operate a local area shuttle at this time. By unanimous consensus the board agreed to adopt the Committee's recommendation.

**C. Certifying Quorum Reduction Amendment**

The board certified the Quorum Reduction Amendment and authorized Doc Thomas to sign in his capacity of Board Secretary. This amendment is to be distributed whenever the Association's Bylaws are distributed until such time as the Bylaws are amended again.

**VIII. NEW BUSINESS**

**A. Elevator Modernization Costs**

The board reviewed costs prepared by Otis Elevator Company to modernize the buildings elevators. Michael Gwin will add new components for future consideration to Reserve Study for the modernization of the buildings elevators using data and costs provided by Otis Elevator.

**B. ADA Consultant**

The board acknowledged receipt of a proposed professional service agreement provided by Arcor, Inc.

After a discussion, the consensus of the board was to forgo the consulting services at this time in consideration of the architectural work already performed by Steven Jacobs, Architect.

**C. Exemptions from Certain Davis Stirling Provisions**

The board reviewed an article prepared by Tom O'Brien summarizing the differences between Common Interest Developments and Timeshares as they relate to the Davis Stirling Act. The Board approved this article for publication in the Association newsletter.

**D. Rooftop**

See "Old Business Rooftop" above.

**E. HOA Inventory Title Clean-up**

Tom O'Brien reported that the process to clean-up title of HOA owned inventory is ongoing and getting closer to being resolved.

**IX. OTHER BUSINESS**

A. Guest Comment Cards

The board acknowledged receipt and discussed resort and RCI comment cards.

B. Association Mailings

The next quarterly Association News will be published August 7, 2010.

C. Future Meeting Dates

The Board confirmed the following future meeting dates:

Monday, September 13, 2010

Board meeting, Tahoe Seasons Resort at 9:00AM

Thursday, December 2, 2010

Board meeting, Tahoe Seasons Resort at 9:00AM

Thursday, December 2, 2010

Annual meeting, Tahoe Seasons Resort 3:00PM

**Proposed dates for 2011:**

Monday March 7, 2011

Board meeting, Tahoe Seasons Resort at 9:00AM

Monday, June 06, 2011

Board meeting, Tahoe Seasons Resort at 9:00AM

Monday, September 12, 2011

Board meeting, Tahoe Seasons Resort at 9:00AM

Thursday, December 1, 2011

Board meeting, Tahoe Seasons Resort at 9:00AM

Thursday, December 1, 2011

Annual meeting, Tahoe Seasons Resort 3:00PM

**X. EXECUTIVE SESSION**

The Board entered into Executive Session at 12:15 PM during which:

1. Approved the executive session meeting minutes of March 8, 2010.
2. Approved management's recommendation on a personnel matter.
3. Approved committee's recommendation on ten intervals.
4. Gave management instructions on a potential legal issue.
5. By consensus the board agreed not to fill the advisor position.

The Board returned to Regular Session at 12:55 PM.

**XI. ADJOURNMENT**

There being no further business the meeting adjourned at 12:55 PM