

DONNER SUMMIT AREA ASSOCIATION
Board Working Meeting Minutes
Monday, July 14, 2008 – Malberg cabin

Next meetings:

- **Monday, August 18, 5pm: Executive Committee Meeting**
- **Saturday, August 23, 10am, Clair Tappaan Lodge: Fire Prevention Seminar (10am) and Annual DSAA Membership Meeting**
- **Wednesday, September 3, 5:30pm at Tamara's house: Board Retreat**
- **Wednesday, October 1, 5:30pm, location TBD: Board Meeting**
- **First Wednesday of the month, ongoing: Board Working Meetings**
- **Saturday, November 8: Summit Summit 3, the Community Charrette on Economic Revitalization**

Attending:

Board:

Pat Malberg, President	
Mickey Gray, Vice-President	Ron Kolbe
Alisha Lee, Treasurer	Tam Lieberman
Sara Taillon, Secretary	Dan Wexler
John Kirrene	

Guests: Mike Livak, Don Malberg, Emily Wexler, Nancy Latimer

Call to Order: The meeting was called to order at 17:35 PDT

1) Monthly Business:

a) Public Comments:

- i) Mike Livak, Royal Gorge: Mike requested that Royal Gorge be included in the Economic Revitalization Study, as they have an interest in economic revitalization in our community and also because they are landowners on the Old Hwy 40 corridor (corner of Donner Pass Road and Soda Springs Road).
 - (1) Pat said that they could definitely be included in the effort.
 - (2) Dan thanked Mike for bringing this request up, because Royal Gorge was not intentionally excluded. In fact, as Pat pointed out, the official Economic Development Committee has not yet actually been formed. The preliminary committee is in the process of interviewing local businesses about economic revitalization and to see if the person had interest in being more involved in the efforts. After all local businesses are contacted, the official committee will be formed.
 - (3) **Pat will send the last meeting report to DSAA Board members.**
 - (4) **Work plan for community charrette is being written by Steve Frisch, which will include budget for conducting the charrette.**
 - (5) **The official Economic Revitalization Steering Committee has not yet been formed. Steve Frisch suggested we compose a list of interested people including possible blockers, local businesses, special districts and public agencies.**
- ii) Mike Livak, Royal Gorge: Mike asked about the letter that Royal Gorge and MAPF sent inviting us to participate in their project-planning process several months ago. He asked what types of review processes we would want to be involved in. Pat clarified that we are committed to community building efforts. We would be interested in working together on a process that addresses community building and is not limited to only the development plan

they are in the process of submitting to the County, which will be commented on via the normal process.

- iii) Nancy Latimer: Nancy expressed concern about PG&E clearing brush under the power lines near the trail between Lake Angela and Lake Flora, because they leave the slash on the trails, creating a potentially serious fire hazard. Nancy contacted PG&E a couple years ago about this issue and they said they would remove it, but have never done so. Tamara thinks there is another similar complaint and recommended that someone contact Steve Lieberman for details. John motioned that we send a letter to PG&E and notify them of the danger, copying other agencies. Tamara motioned. **Ron was appointed to write the letter to PG&E, which he will circulate to the Board to review prior to mailing.**
- iv) Nancy Latimer: Nancy contacted the Nevada County Health Department about the huge garbage pile in downtown Soda Springs. Tahoe Truckee Sierra Disposal was going to come and pick it up for free because Janet Mann, of the Nevada County Public Health, department contacted them. DSPUD cleaned up the mess before TTSD had a chance to respond. Nancy applauded both Nevada County Health Department and DSPUD for their commitment. **Tamara will send a letter to the Sierra Sun acknowledging the people involved in the cleanup.** Pat asked how members of the community could contact us with similar concerns (about garbage or other problems) in the future. Dan recommended that we add a link to the website which says something to the effect of “if you see something in your community that needs action, let us know”. **Sara will add the link to the website.** Dan recommended a suggestion box. **Ron will ask Sugarbowl if we can have one of their old suggestion boxes and ask Tony and Sheryl if we could keep the suggestion box at the Soda Springs General Store.**
- v) Nancy Latimer: Nancy would like to see a groomed, public ski trail, potentially on part of the Emigrant Trail, for its historic aspect. Pat suggested that another potential trail would be on the old railroad, which is currently not used. Nancy asked if DSAA wants to be part of this effort (see formation of Trails Committee, below). DSAA supports trying to get a public, groomed ski trail on Donner Summit.
- vi) Emily Wexler: Emily would like to see a community-run nordic ski area (not just a trail) as a non-profit organization, similar to what they do in Tahoe City. Emily has talked to the Tahoe Nordic Center for advice. Pat suggested that the Placer County Parks Department be part of the discussion.
- b) Approval of Agenda: The agenda was approved with no changes.
- c) Approval of Minutes: Pat suggested that we change meeting location to “Summit Restaurant”. Dan motioned that we accept the minutes with the correction. Tamara seconded and it passed unanimously.
- d) Treasurer’s Report:
 - i) We reviewed the following documents, which have not yet been reviewed by an uninvolved third party (they will be formally reviewed by an outside party by the Annual Meeting):
 - (1) Profit & Loss: July 2007 – June 2008
 - (2) Balance Sheet: June 30, 2008: we agreed to change the label “Unrestrict (retained earnings) to “Retained Earnings”, because it was misleading because some of those funds are restricted to be used for certain grant-related activities only.
 - (3) Profit and Loss: July 1, 2008 – July 14, 2008
 - (4) Balance Sheet: July 1, 2008 – July 14, 2008
 - (5) Budget: July, 2008 – June, 2009 This was a simplified version of the budget we reviewed last month, to make it easier to review. Some things are missing, like the Community Charrette, which will be added after our Annual Planning Board Meeting (when the new Board is elected).

- ii) Alisha passed out Expense Reimbursement forms. **Alisha will send the electronic version of the Expense Reimbursement Form).**
 - iii) Pat asked about a form to track in-kind donations. Tamara also needs that information for fundraising budget. **Alisha will create a form to track in-kind donations.** DSAA Board Members should also track time spent in DSAA activities and travel time and mileage.
- e) Correspondence:
- i) SNA Annual Conference: September 12 – 14. Pat will attend. Anyone else who wants to attend, should do so. See www.sierranevadaalliance.org/conference for details.
 - ii) August 9-10, 10am – 4pm: Heritage Trail, Placer County Museums Heritage Tour, 530-889-6500. Admission is free to 18 participating Placer County museums. See www.placer.ca.gov/museum for more details.
 - iii) Rose Foundation request for report: Pat responded to the Rose Foundation’s request for a report about how we used the funds from the Rose Foundation grant (for the survey). **Pat will send Sara and Tam a copy of her report.** The Rose Foundation invited us to apply again for the Northern California Grassroots Environmental Fund.
 - iv) SYRCL Students on the Summit: SYRCL is hosting a leadership seminar for 6 Donner Summit area high-school students (and 6 Grass Valley / Nevada City high school students) Friday – Monday, August 8-11. The event will include a 1-day training for SYRCL’s Great Yuba Clean-Up and 2 nights of backpacking on Grouse Ridge for participating students. See www.syrc.org for more information.
 - v) DSPUD grand jury report. Pat circulated the report.
 - vi) We received a notice that our application for tax exempt status was received by the IRS. **Sara will send the postcard to Alisha.**
 - vii) We received \$110 in membership renewals this month.
 - viii) **Dan got a train update from Tom Applebaum which he will send to the Board.**
- f) Committee Reports
- i) Executive Committee:
 - (a) By-law Change Proposals: We reviewed the by-law amendment proposals that we will submit to the Members at the Annual Meeting. (See Appendix A)
 - (i) Article 3, Section D: Tamara motioned to submit the change to the membership for approval, Alisha seconded and all approved.
 - (ii) Article 9, new Section A and new Section B: Tamara suggested adding the text “as needed”, to read, “All committees of this organization shall be appointed *as needed*...”. Mickey motioned to submit the amendment to the membership for approval as corrected, Ron seconded and the Board approved the motion unanimously.
 - (2) Democratic Deliberation Principles: Pat circulated a document, Democratic Deliberation Principles, which she would like DSAA to adopt for all decisions (See Appendix B). Tam motioned that we adopt the principles for all of our decisions and Alisha seconded. We discussed that we like the concepts, but wondered if it would be hard to live up to. John asked if the document could be simpler. Mickey asked how it would fit into our organization’s structure (it would be a Policy). The motion to adopt the Democratic Deliberation Principles approved unanimously. **Sara will post the principles to the DSAA website.**
 - ii) Community Issues and Programs:
 - (1) Cleanup: Mickey asked if we have sent thank-you letters for cleanup volunteers and donors. **Mickey will send the list of dumpster donors and other donors and Sara will send the thank-you letters. Sara will get a list of volunteers from Jennifer Montgomery. Sara will also send a letter of thanks to Maria Montano (Summit**

Restaurant) for putting together such a great after-party. We also talked about having a “golden egg” special prize next year that we hide with a prize for the person who finds it.

(2) Trails:

(a) Placer County has requested that we write a letter of support of a trails project they are considering, so they can get funding from the Parks Department for the initial implementation and on-going maintenance of a trails project. Mickey motioned that Pat send a letter of support for Placer County’s Trails Project. John seconded the motion and it carried unanimously. **Pat will send a letter of support for Placer County’s Trails project.**

(b) Mickey would like us to form a committee for Trails. Tamara motioned that we form a Trails Committee, Dan seconded the motion and the Board approved the motion unanimously. **Alisha was appointed to chair the Trails Committee.**

iii) Fundraising:

(1) Annual Community Picnic and Fundraiser:

(a) We grossed \$9485 including in-kind donations from our sponsors and raffle sponsors (in-kind donations amounted to over \$5000)

(b) We took in \$4119 in ticket sales and \$270 in the auction

(c) Not including the cost of the toilets, we netted \$2,332.

(d) Expenses (not all expenses are included below, just the major ones):

(i) Food: \$1060

(ii) Publicity \$605

(e) We served 228 meals.

(f) We got some good photos.

(g) The Fundraising Committee already met to review this year’s event and already has several good ideas for next year’s event.

(2) Other Fundraising Events:

(a) Annual Giving

(b) Membership Drive

(3) **Tam will send information to Dan about fundraising for the Annual Membership Meeting.**

iv) Nominating Committee: Tam is looking for suggestions for potential new Board members. **Sara will send Tam the list of Board members up for re-election.** We agreed that we would like to have 13 Board members (preferably an odd number). **Tam will send Sara the list of nominees by July 30.**

2) Continuing Business:

a) Annual Membership Meeting:

i) **Dan sent an initial rough draft of the presentation, compiled from previous meeting minutes.**

ii) Pat reviewed the meeting agenda. **Pat will send the draft membership meeting agenda to the Board for review.**

iii) **Sara will send out the notice about the meeting to our membership.** The notice needs to include the text of the proposed by-law amendment changes and the Board nominees. Approving the proposed amendments requires a 2/3 vote of the resident membership, so we need to do a proxy vote.

3) New Business:

a) 2007 Evaluation

i) General Evaluation:

(1) In what ways was DSAA most effective during the year?

(a) The survey (Alisha)

(b) 4th of July and Cleanup (Mickey)

- (c) Community Education Seminars (Sara)
- (d) Summit Summit (Alisha). Pat noted that it didn't seem as effective as the first one, but that it did reinforce some of the ideas that came out of the first Summit Summit. Mickey pointed out that Summit Summit 2 demonstrated that we are still active and still committed to our organization.
- (e) We held our identity (Ron)
- (2) How were we least effective?
 - (a) The Board Planning Retreat last summer and Board Training this spring did not give us as much value for our money as we would have liked (Mickey). John preferred the first training over the second. Pat noted that the second training gave new life to the committees, especially the Executive Committee. We decided to facilitate the Board Planning Retreat ourselves this year.
 - (b) We still don't have staff (Dan).
 - (c) We need better record keeping for grant purposes (Alisha).
- (3) What direction would you like to see the DSAA continue to take in the coming year?
 - (a) 4th of July Picnic
 - (b) Annual Cleanup
 - (c) Bi-weekly cross-organizational meetings. Pat will ask the group if she can send the meeting minutes to the DSAA Board as confidential for Board Members only.
- (4) What activities would you recommend the DSAA discontinue in the future?
 - (a) We agreed to run the Annual Board Planning session ourselves this year. Tam encouraged us to not do it ourselves every year, because it's hard to both facilitate and participate the meeting.
 - (b) Dan suggested that it's too much of a commitment to directly communicate with County agencies on a regular basis. He suggested that instead of contacting them every month, we rely on our regular communication with groups that already have such communication (the bi-weekly conference calls) and contact the county directly as-needed for specific projects..
- (5) What new/additional activities might the DSAA consider in the future?
 - (a) Get a staff member (Dan)
- (6) Specific DSAA Activities Evaluation:
 - (a) Budget Planning: It's getting much better, but not quite there yet
 - (b) Fundraising: We have a lot more work to do on this issue. We are just scratching the surface. The picnic was a great community-building event, but it does not bring in as much revenue as something like an Annual Giving drive. We also did not get as many grants this year as the last year.
 - (c) Membership Growth: The number of members grew considerably last year, but we are still nowhere near as many members as we would like. Tamara suggested that we might consider a membership coordination as our first staff person.
 - (d) Participation with other organizations: We were happy with the network that has been built from the bi-weekly conference calls.
 - (e) Relationship with Sierra Business Council, Sierra Nevada Alliance and SLPOA: Dan wonders if we can get more help from these organizations. Tamara suggested that it's better that we are more independent, because it could be limiting if we are too closely aligned with any one group. Mickey and Pat observed that our relationship with SLPOA has improved.
 - (f) Relationship with County Officials: We are getting much more information from the Counties. It was great to have Ted Owens and Bruce Kranz at Board meetings. Our visits to the Counties have helped us understand the various county processes.

- (g) Cleanup Day: This event was well-organized and successful. It's a great community-building event because it creates a sense of ownership. Ron would like to see us reach out to the Rainbow community more. Tamara suggested that we need a better way to reach these people, perhaps through a flier on each doorstep. Sara said that she liked that we "outsourced" the party to Summit Restaurant, who did a great job.
- (h) Soda Springs Economic Revitalization Effort: We should go forward with the interviews and a visioning process.
- (i) Summit Summit 2: Not as good as last year
- (j) Annual Community Picnic: We are very proud of this event and have plans to make it bigger and better next year.
- (k) Community Person of the Year: Good.
- (l) Website Postings: Good job.
- (m) Board Planning (September): We learned a lot to help us do next year's planning
- (n) Board Training (April): This was helpful in re-structuring our committees. We should review more of the suggestions that came out of this meeting.
- (o) Water Seminar: This was great. Other ideas for seminars: Bear Safety, and a seminar with the Donner Summit Historical Society.
- (p) Fire Seminar: More Fire Safety, possibly do this seminar every year
- (q) Survey Report Meeting: This was a great meeting, well-organized with a very clear report.
- (r) Outreach to Membership: We have a long way to go here. We need to address this in our planning meeting.
- (s) Monthly Board Meetings: Sara really liked the special guests. We all liked the variety of venue. We should have meetings at Cal Lodge, Donner Ski Ranch and Sugarbowl Ski Academy. Alisha recommended teleconference calls, especially in the winter. We agreed to do teleconferences more often.
- (t) Individual Board Member Involvement: Tamara noted that all the Board members contributed and worked hard to the Community Picnic. Pat suggested we revisit the idea of an Advisory Committee to include people who are key contributors, but who cannot serve on the Board.
- (u) Community Involvement in DSAA: We need to do a much better job of involving the community with DSAA work.
- (v) DSAA Involvement in Community Activities: We have been attending the Royal Gorge Rambles. Ron noted that we could do a better job of having tables at various community events. Mickey suggested that we try to send a DSAA Board member to various community groups (like PlaVada HOA, etc) for their meetings. Pat suggested that we need to introduce ourselves to our community groups. Sara noted that we seem to be doing a particularly bad job being involved in the PlaVada, Kingvale, Cisco and Big Bend communities.
- (w) Community Awareness level of DSAA existence, mission and activities: We have a lot of work to do in this area, but have made progress in the past year. One idea is to approach people at the Post Office and tell them about DSAA.

4) **Adjournment:** The meeting was adjourned at 21:30 PDT.

Respectfully submitted,

Sara Taillon,
Secretary

Appendix A: Proposed By-Law Changes for General Membership Meeting, August 23, 2008

Article IV, Section A currently reads: “The annual membership meeting of this organization shall be held on the second Saturday in June each and every year except if such day be a legal holiday, then and in that event, the Board of Directors shall fix the day but it shall not be more than two weeks from the date fixed by these Bylaws.”

Amend above to read: “*The annual membership meeting of this organization shall be held once a year with no less than six months between such meetings.*”

Article III, Section D currently reads: “All membership years shall correspond with the organization’s fiscal year, and all memberships shall expire at the end of that term.”

Amend above to read: “*Membership in this organization is valid for one year.*”

Article IX Committees

Section A currently reads: “All temporary committees of this organization shall be appointed by the Board of Directors and their term of office shall be for a period of one year or less if sooner terminated by the action of the Board of Directors.

Amend above to read: *Section A. “All committees of this organization shall be appointed by the Board of Directors and chaired by a Board member.”*

Section B. “The term of office for the committee members shall be for a period of one year or less, if sooner terminated by the action of the Board of Directors.”

Section B currently reads: “This organization shall appoint the following permanent committees which will act at the request of the Board of Directors:

1. A Finance Committee, which shall address matters, including fundraising;
2. A Safety Committee, which shall address matters of public safety, including road, railway, fire and other such hazards;
3. Other permanent committees may be established at the discretion of the Board of Directors.

Amend above by eliminating the entire current Section B from the bylaws.

Section C currently reads: “Committee chairpersons shall be appointed by the Board of Directors, and the term of office for any committee chairperson shall be one year from such appointment.”

No change to current Section C

Appendix B: Democratic Deliberation Principles

The key elements in the concept of democratic deliberation are:

A rigorous analytic process:

- Create a solid information base
- Prioritize the key values at stake
- Identify a broad range of solutions
- Weigh solution pros, cons and tradeoffs

An egalitarian social process:

- Adequately distribute speaking opportunities
- Ensure mutual comprehension
- Consider other ideas and experiences
- Respect other participants

Adopted by the Donner Summit Area Association Board of Directors for the organization's deliberations, both internal and public:

Date: February 14, 2008