

**Timber Lodge Condominium Association
Timber Lodge Timeshare Association**

Board of Directors Special Meeting

May 19, 2020

A special meeting of Timber Lodge Condominium Association and Timber Lodge Timeshare Association Boards of Directors was held concurrently on May 19, 2020, via conference call, hosted from Marriott Grand Residence Club, Lake Tahoe, Cascade Room, 1001 Heavenly Village Way, South Lake Tahoe, California 96150.

Present from each of the Boards of Directors were: Candyce Beneke, President; David Babich, Vice President; Dan Craig, Treasurer; Bill Whelihan, Secretary and Fred Batt, Director

Present from Marriott Vacation Club® International, representing the Management Company, were: Jodie Guttrich, Market General Manager; Jennifer Kammerer, Assistant Vice President Finance, West; Tom McCormack, Market Vice President Resort Operations Americas, West; Alberto Valdez, Director of Finance; Freddy Arellano, Senior Assistant Controller and Shaneen Murdock, Executive Assistant

CALL TO ORDER

Candyce Beneke, President, called the meeting to order at 9:08 a.m., Pacific time.

Overview of Senate Bill Section 4900, et. seq. (Open Meeting Act) of California Civil Code
Ms. Beneke reminded those present of the Davis-Stirling Act-Section 4900, et. seq.

Approval to run meetings concurrently

A motion was made by Fred Batt to hold Timber Lodge Condominium Association and Timber Lodge Timeshare Association Boards of Directors Special Meetings concurrently. The motion was seconded by Bill Whelihan and unanimously carried.

PERSON DESIGNATED BY BOARD

A motion was made by Bill Whelihan to confirm and ratify Jodie Guttrich as the person designated by the Board, pursuant to Section 4090(b) of the California Civil Code, to be present at the physical location of the Board Meeting identified in the notice of Board Meeting. The motion was seconded by David Babich and unanimously carried.

ESTABLISHMENT OF QUORUM

Ms. Beneke announced with all Board Members of each Association present, quorum was met.

APPOINTMENT OF RECORDING SECRETARY

Ms. Beneke appointed Shaneen Murdock to serve as Recording Secretary.

PROOF OF NOTICE OF BOARD OF DIRECTORS SPECIAL MEETINGS

Notice of Board of Directors Special Meeting was emailed to each Board Member, of each Association, on May 4, 2020, as required by each Association Bylaws.

APPROVAL OF AGENDA

A motion was made by Fred Batt to approve the Agenda as presented. The motion was seconded by David Babich and unanimously carried.

COVID-19

Jodie Guttrich presented an update on COVID-19. Highlights included:

- Resources remain in place to support maintenance and protection of the resort
- Services and resources provided to associates
- 2020 Reserve Projects:
 - Refurbishment of kitchen and bathroom cabinets is in process
 - Elevator cab refurbishment is scheduled to occur between August and November 2020
 - Contract for Fitness Center renovation is in process

