

**Glenshire Devonshire Residents Association
Board of Directors Meeting
Minutes
June 6, 2019, 6:00 P.M.
Glenshire Clubhouse 15726 Glenshire Dr, Truckee, CA 96161**

Directors Present: Carla Embertson, Peter Tucker, and Marty Frantz
Directors Absent: Claudia Hanson (correct spelling as needed)
Others Present: Josh Masters, Charles (didn't get last name), Lori Kelley – Glenshire, and Kim Harrigan – CAMCO

Call to Order and Establishment of Quorum

The meeting was called to order at 6:01 p.m.

Pledge of Allegiance

Done.

Property Owner Comments

No comments were made.

Reports

CC&R Committee Report – Peter Tucker

Peter Tucker informed that the committee has reviewed all of the governing documents and compiled a tentative list of changes. The next plan is to hold a public forum to obtain feedback from the membership and then go to the attorney for review. Peter commented on the process of the voting, which is to receive over 50% of the membership approval. The plan for voting is to have the ballot be similar to a proposition ballot where owners can vote on each individual item. The public forum will be held sometime in July.

Firewise Committee Report – Lori Kelley

Carla Embertson thanked Lori for a great job on the Firewise presentation held on Sunday. Lori reported that The Meadows, The Bluffs, Buckhorn Ridge, and Martis Peak all want to join the designation. Lori will provide the Board with a MOU draft for comment that will be provided to the Associations for approval. The plan is for the Associations to be included by 2020. Door hangers will be created including defensible space rules and information for tracking work on properties. The hangers will be distributed by volunteers. All owners can log their defensible space work on the Association website. Josh Masters commented that owners get 6 cubic yards free at the landfill so Glenshire should look into if they can receive any kind of similar discount.

Operations Manager Report – Lori Kelley

Lori commented that things have been a little difficult lately as there was the hiring of the new facilities manager and Truckee Fire changed the date of some clearing work that started. Lori had to ease some owners, as they were angry when Truckee Fire clear-cut some area. She was able to explain the process and calm the owners.

Facilities Manager Report – Dan Turner

Dan was not in attendance so Lori reported that the pool looked good for opening the past weekend and there was some attendance as the weather was still cool. Lori provided a verbal update from Dan that the irrigation and turf update went great and a few small things are left. He commented that the pool was a struggle, but everything is going well.

Pool Manager Report – Ashley Pose

Ashley was not in attendance, but provided a written update for the Board to review. In the report, she provided a recommended addendum to the pool use by Playdate. This item will be reviewed in the contracts section in executive session.

Unfinished Business

SWRCB Board water storage application

It was reported that this project is moving to the next step, of which the contract will be reviewed in executive session.

GDRA Defensible Space Policy

A few new items were added to the draft policy following the previous meeting. There was discussion about which grasses need to be cut and it was agreed that the policy should specify dry grass. It was moved to approve the edited draft and have it sent out for membership comments. The motion was seconded and passed unanimously.

Liberty Energy and Truckee Fire tree removal/trimming/fuel thinning

Liberty Energy is coming behind Truckee Fire and will be doing their work in the summer. Truckee Fire has already started their work of clearing. Lori commented that there are two open space properties that need to be surveyed to determine property lines. It was moved to allow Lori to obtain quotes for the surveying work for the Board to review at a future meeting.

Consent Calendar

1. Approval of Minutes
2. Design Review Committee Meeting Minutes
3. Monthly Financial Reports
4. Correspondence
5. Events Calendar

It was moved, seconded, and passed unanimously to approve the Consent Calendar.

Property Inspections Schedule

Notice of inspections will be added to the website and sent out in the newsletter.

Appoint a new board member to Firewise Council

It was moved, seconded, and passed to appoint Carla Embertson to the Firewise Council.

Review and approve Final Draft Firewise Committee MOU

Lori distributed the memorandum of understanding draft to the Board. It was requested for the Board to take home the draft to review and provide comments to Lori.

New Business

Appointment of new Design Review Committee (DRC) member

This item was discussed following member comments. Josh Masters introduced himself to the Board and informed that he moved here in 2014 and built his home. It was moved, seconded, and passed to appoint Josh to the Design Review Committee.

Bank Signature Cards

The signature cards will be updated to remove old Board members. It was moved to have Carla Embertson, Peter Tucker, and Claudia Hanson as signers on all Glenshire Devonshire bank accounts. The

motion was seconded and passed unanimously.

Staff spending authority

A spending authority was needed to be set for Lori as the Operations Manager since the previous Resolution was approved for the General Manager. The Board agreed to approve a matching resolution with a spending limit of \$5,000 with emergency issues needed in excess to be approved by the President. This will also include the Facilities Manager. It was moved to approve the resolution pending the changes and after review and approval by the Board President. The motion was seconded and passed unanimously.

Fund transfer

There was no request this month.

Appointment to fill open Board Seat

Carla Embertson commented that the Bylaws require the Board to fill a vacant seat unless it is 60 days or less until the annual meeting. Notice of the open seat has been sent to the membership and the Board is awaiting a volunteer. If there is no volunteer by the next meeting the seat will remain vacant as the annual election will start.

Snack Bar staffing

Carla Embertson recommended having volunteers staff the snack bar. There was discussion of concern over the hours and if volunteers will be available. Marty recommended having vending machines instead. It was requested to have Ashley look into the option of vending machines.

Board provide summary report of Executive Session meeting – 5/9/2019

It was reported that the Board approved additional expenses for the turf renovation, approved the parking lot renovation contract, approved the clubhouse staining, and approved the CAMCO management contract. The Board also reviewed and voted on the new employee handbook and hired a new facilities manager.

Adjourn to Executive session

The Board adjourned to executive session at 7:35 p.m.

Prepared by,

Kimberly Harrigan
CAMCO

Submitted by:



Camco Management

Approved by:



Carla Embertson, President

