

**Glenshire Devonshire Residents Association  
Board of Directors Meeting  
SPECIAL MEETING MINUTES  
February 4, 2017, 8:00 A.M.  
at Glenshire Clubhouse 15726 Glenshire Dr, Truckee, CA 96161**

1. Call to Order and Roll Call:

Board members present: Pam Stock // Jamie Brimer // Sally Lyon // Martha Frantz // Mike Canney. Staff present: Dan Warren, Lori Kelley.

I. Property Owner Comments: *None*

II. GDRA Board member comments: *None*

III. Workshop & Discussion:

- Endorsement of TruckeeTrails position on Martis Valley Trail.  
Why is this item on the agenda?  
Truckee Trails has worked with GDRA in the past to help create trail segments that benefit the Glenshire Devonshire Community including the Legacy Trail. The Martis Valley Trail will be an extension this overall trail system allowing GDRA residents easy access to a longer connective trail system.
  - Allison Pedley of Truckee Trails presented. Q&A with board and Allison. Sally motioned for GDRA to prepare a letter of support for TruckeeTrails safer alignment. Approved 5 - 0.
- Holding flag salute at the start of GDRA board meetings:  
Why is this item on the agenda?  
Most municipalities, government and quasi government agencies hold a flag salute at the beginnings of their board meetings. This is done to show respect to people and ideals that allow us to have a free assembly and all people are able to participate, voice their opinion, or serve in the agencies that have the ability to create rules of governance and levee taxes, fees and assessments in order fund the rules or infrastructure that are intended to benefit the majority of the population in which they govern. A Home Owners Association is considered a quasi-government with section 4000 of the California Civil code that gives a HOA certain powers to create rules and levee assessments to conduct business that effect the members of the association.
  - Board discussed. Jamie motioned we begin each of our board meetings, and any of our meetings, with pledge of allegiance. Approved 5 - 0.

Continue to display the American Flag at the Clubhouse.

Why is this item on the agenda?

There have been no records found that displaying the American flag at the clubhouse was ever voted upon by the GDRA board of Directors. The flag display falls under the same parameters as item 14.

- Board discussed. Marty proposed we continue to display American flag at the clubhouse. Item motioned and passed concurrently with Item #2
- Sierra Wellness advertisement in the Shire:
  - Deferred to a future board meetingWhy is this on the agenda?  
Sierra wellness connection would like to place an ad for their medical cannabis dispensary. In the past The GDRA board of directors has removed some advertisements from the Shire in order to keep the Shire a publication that children and adults alike can read, learn, enjoy as well as have the

advertisements be a benefit to the community members. Balance if future advertisements could include those for prescription medications ranging from Oxycontin, medical cannabis, heart meds and others. The board should also consider the cost benefit of keeping the Shire self-funding.

- Confidentiality and Fiduciary Duty Acknowledgment

- Approved as a consent item 5 - 0.

Why is this item on the agenda? It is common for HOA boards and recommended by legal counsel to have board members sign a Confidentiality and Fiduciary Duty Acknowledgment. This document helps further define the board of director's duties and responsibilities. It also protects confidential information of the owners in the association.

- Review of the 2016 - 2018 Glenshire Devonshire Strategic Plan

Why is this on the agenda? The GDRA board of directors will review the strategic plan to analyze the past year to see if what was done and the strategic plan align. The board will also work so that future decisions by the GDRA board of directors are in alignment with the strategic plan.

- Board discussed/clarified various content of strategic plan including capital improvement plan, budget, managing assessment receivables, increasing attendance at board meetings ORDER 2<sup>ND</sup> board meeting BANNER to be posted on Jamie's fence

- Discussion of 2016 Glenshire Community Survey

Why is the item on the agenda? The GDRA board of Directors will discuss the results of the 2016 Glenshire community survey and may make changes in operations that meet the Glenshire Devonshire Strategic plan, are financially feasible, and are legal for a Common Interest Development as provided by section 4000 of the California Civil Code.

- Pam Stock analyzed results and brought a summary of her analysis for discussion.
  1. 163 out of 228: satisfied to very satisfied about GDRA protecting and enhancing property and quality of life in Glenshire. Mentioned 65% of results to #7, 8, 9, 10 positive, so seems members are basically happy.
  2. 121 responses: 15 positive suggestions/comments, 11 for something already in place and not in purview of GDRA, 95 negative, 9 requiring a lot of additional funds from GDRA (including pool, CC&R and compliance criteria, enhancing amenities).
  3. Responses: Most important Lake Trail, Lake Water Quality, Lake Dam, Open Space, Pool. If you add up lake trail, water quality, lake dam it is definitely #1 priority, Pool #2.
  4. Not discussed
  5. 58% of responses that we have right balance re: Rules & CC&Rs – really good.
  6. 60% of responses indicated concern about junk and personal items. GDRA has specifics about what is junk and addresses accordingly.
  7. Capital Improvement Projects: Boardwalk over Spillway/Lake Trail were #1 CHECK SURVEY
  8. Many suggestions out of our purview and very expensive – year round pool, traffic control, etc.
  9. Other Amenities: Lake Health / Bocce ball / More Events are top 3. Once again, any time lake is mentioned in survey it is the priority.
  10. Continuing GDRA focus: Maintaining Amenities, Defensible Space, Keeping Assessments Low are top 3.
  11. Demographics was good information
- Pam noted three areas that stood out in her analysis
  1. Need to increase communication and outreach
  2. Need for CC&R information and increased programs enforcement, including defensible space we've already decided on doing.

3. Need to keep GDRA expenses down and within budget
- Board suggested content for future Shires (always referring to member survey):
    1. Regular column educating people about amenities, choice to join an HOA, etc.
    2. Pool Project: timeline from GM, costs/budget, value of amenity, why no vote held, increased pool fees so users pay more but doesn't cover cost, etc. Balanced article. GM said he may be able to get journalist student in to help so gets this in May Shire. Mike said he thinks board could help.
    3. Put article in May Shire re: CC&Rs, clean-up, etc.
    4. Living in HOA and amenities. / Choosing to live in HOA.
    5. How something is visually identified as junk as opposed to yard art, GDRA specifics, how members have concerns about junk.
    6. Pam would like 1<sup>st</sup> article, March, to be on the general tones and things we found in survey (cleaning up this discussion for an article), then going on from there. Mike said okay. Mike would like to close this article #1 with "participate" - please come participate.
    7. Clarify parking, as long as on approved parking area you can have as many vehicles as you want. GM noted that there are rules that apply to this and number of vehicles may be limited.
    8. Defensible Space.
    9. Cost of running GDRA, including elections costing approx. \$5,000 and low member response - need to increase awareness. Discussed options if quorum vote not met: Resend all ballots out again, take to a judge, election by acclamation if no challenged seats.
    10. Increase Shire pages by 1 or 2 if necessary to get suggested articles in.
  - Board suggested Communication Strategies:
    1. Shire articles per above.
    2. Website expanded to include articles about survey, current events, expanded meeting agenda
    3. Facebook
    4. Direct Mailings
    5. Join E-list link in Shire and include this in March Shire article, to increase participation
    6. Advertise on getting members to write Shire articles (after GM elaborated on Shire format in that to gain and keep attention there are certain topics in certain order that are used in journalism)
    7. Have board names hand written in Shire
    8. Contemplate our next Survey toward end of this summer
  - Board suggested CC&R strategies:
    1. Purchase discounted bulk lighting fixtures that meet dark sky standards and our CC&R's
    2. Increased outreach to members re: low cost/discounted fixtures
    3. Accept directional light bulb when owner requests such
    4. Put lighting/dark sky matter on future agenda
  - Board suggested 4 current goals for GM based on survey:
    1. Keep website/shire up to date and enhance information on a regular basis
    2. Investigate price and present to board on lake trail/dam improvements and begin the process by addressing these items
    3. Increased harmony with board
  - Other Board suggested strategies:
    1. Put something under board meeting banners to entice people to attend meetings.
    2. Many comments stated it's already expensive. Some others stated they want amenities improved/increased while keeping costs down. Suggestion to draft future surveys pointing out costs of increasing amenities.
    3. Suggestion to differentiate in future surveys Dues vs Assessments, referring to survey

question 10.

V. Community Update: Reviewed. No discussion.

- Rider results from the Truckee Holiday Shuttle.  
Why is this item on the agenda?  
The GDRA board of directors contributed \$1000 for the Holiday Shuttle. Detailed results are in the report and showed a total of 158 people from Glenshire rode the shuttle with 111 of those occurring on Dec 31<sup>st</sup>. For Truckee as a whole the holiday shuttle cost per trip was \$34.09 and the New Year's Eve shuttle was \$15.06. A survey was conducted and the results included with the report.

VI. Executive session:

- Unit 3 Lot 282
- Unit 4 Lot 312
- Unit 4 Lot 494

Consent items: Deferred to next board meeting

- Copies of complaints
- Unit 3 Lot 127
- Unit 4 Lot 407
- Unit 4 Lot 328
- Minutes of November 9, 2016 executive session
  
- Board members to discuss format, goals and objectives for GDRA manager review

VII. Adjournment

- 10:35 a.m. Next board meeting March 8, 2017

Submitted by:



Lori Kelley, Admin. Assistant

Approved by:



Martha Frantz, Secretary