

**Glenshire Devonshire Residents Association
Board of Directors Meeting
Minutes
April 10, 2019 6:00 P.M.
at Glenshire Clubhouse 15726 Glenshire Dr, Truckee, CA 96161**

I. Call to Order and Roll Call

Board members present: Carla Embertson // Peter Tucker // Jamie Brimer // Martha Frantz. Board members absent with notice: Pam Stock. Staff present: Lori Kelley

II. Pledge of Allegiance: Done

III. Property Owner Comments: None

IV. GDR Board Member Comments:

- Board discussed moving meetings to Thursdays. Marty motioned to change regularly monthly board meetings to 2nd Thursdays of the month. Approved 4 - 0.

V. Presentations:

1. None

VI. Workshop and Discussion

Discussions will use the following format: (a) staff report, (b) board discussion (c) GDR Homeowner comments (*comments can be limited to 3 minutes*) (d) board deliberation and action.

2. Firewise Community Designation

- Staff gave update on status and steps going forward, Firewise Workshop, etc.:
 - First charter/volunteer meeting 4/22/19
 - Firewise workshop moving forward for Sunday June 2nd
 - Board and staff discussed that green waste day in June is good, and June 2nd workshop flier looks good. Also discussed mechanism for residents to log in their defensible space hours on website to be up by first week in May.
- Fireworks/gunshots in area:
 - Residents have reported such over past few months to police and they have not yet found where activity is occurring. Police are regularly patrolling area now
 - Board discussed. Staff put something in May Shire about fireworks being illegal and can be prosecuted. Board agrees to send letter and fine if we can find out who it is

3. Liberty Energy tree removal/trimming spring 2019

- Board discussed how to remove felled trees, and mentions we should give advance notice to members. Board agrees to first put notice out to Glenshire members re: firewood available for cutting.

4. Annual Review Mailer

- Motion to approve 2018 Annual Review Mailer format to be mailed out to members
 - Marty motioned to approve 2018 Annual Review Mailer to be mailed out to membersApproved 4 - 0.

5. Fund Transfer approval

- Assembly Bill 2912 now requires board approval for transfers over \$10,000
 - Board discussed

- Peter motioned to transfer funds between now and May 8, 2019 as stipulated by Lori: Approved 4 - 0.
6. Non budgeted expenses for board discussion and possible approval
 - Order 6 yard commercial green waste bin for May
 - Marty motioned to get 6 yard waste bin in May. Approved 4 - 0
 - Sand and stain or paint kitchen cabinets
 - Board discussed and looked at the cabinets and felt it is needed and contact someone with drum sander to expedite
 - Jamie motioned to drum sand, stain, new hinges and stain for cost not to exceed \$1500. Approved 4 - 0.
 7. GDRA 50 year anniversary - 2019
 - Annual Day / Original developer / Photo ?
 - Marty motioned to acknowledge in some fashion at annual meeting: Approved 4 - 0
 8. Truckee Stewardship Day is aimed at providing stewardship opportunities for school-aged persons during the school day.
 - Board to approve May 17th trail day at Glenshire Devonshire
 - Board supports this trail volunteer day
 9. Candidate review for two upcoming board seat vacancies
 - Board and candidate discussion, including conflict of interest review
 - Board discussed and decided to defer to next board meeting
 10. 2019 Reserves projects/cash flow
 - Board to review and decide on 2019 scheduled projects to move forward with
 - Board discussed
 - Peter motioned we approve reserves projects as staff scheduled: Approved 4 - 0
 - Member said she is happy to see board is being cautious about spending and asked about what happens when reserves funds set aside are deferred
- VII. Community Update Pulled #(see below): Approved 4 - 0. Marty motioned to approve consent calendar # - 13: Approved 4 - 0.
11. Board to provide summary re: executive sessions.
Peter gave verbal summary of what was covered in following executive sessions:
 - 3/13/19: Contracts to approve, new HR plans, insurance rules, approved damage policy to standardize fines across all membership, parking lot and personnel matters
 - 3/26/19: Personnel matters and litigation
 - 4/04/19: New job descriptions & engaging with Camco Management
 - Marty motioned to approve executive sessions summary of 3/13, 3/26, 4/04: Approved 4 - 0
- Consent Calendar Pulled # 15 & 17 (see below). Peter motioned to approved other items:
Approved 5 - 0.
12. SWRCB Board water storage application status
 13. Copies of Correspondence
 14. Design Review Committee Meeting Minutes

15. Monthly financial reports: Staff requested authorization to receive bank statements electronically. Board discussed. Marty motioned to approve electronic bank statements contingent upon approval by Camco
16. 2019 – 2027 Nevada County Housing Element Update Public Review Notice
17. June 2019 Events updates: Marty motioned to approve #17: Approved 4 - 0.
18. 2018 Income Tax Return application for extension: Member curious why on extension. Board and staff replied that the financial review is too close to tax return due date, and we normally don't owe tax.
19. Approval of Minutes of March 13, 2019 regular meeting, March 26, 2019 and April 04, 2019 special meetings
20. Staff Report

VIII. Executive session

21. 2019 Contracts to review/approve
 - a. Parking Lot Reconstruction
 - Board discussed. Jamie motioned to go with Advanced Asphalt contract based on information discussed.
 - b. Parking Lot Dumpster Fence
 - Board discussed and tabled until we get more bids and Jamie speaks with Advanced re: pad, etc. Suggested to get price on screening behind porta potty
 - c. Irrigation / Turf Renovation
 - Marty motioned to accept Great Outdoors new contract not to exceed \$29,000: Approved 4 - 0.
 - d. Camco
 - Staff presented a second management company quote
 - Board discussion. Decided to get contract from Camco before approving
22. Personnel Matters
 - Board and staff discussed job descriptions. Board suggested to change so facilities manager does all inspections and prepares report/presentation for the board and operations manager oversees and handles member services.
 - Board discussed and agreed to finalize Facilities Manager job listing and to post in Sierra Sun, Truckee.com, Catt, CACM, Facebook, Craigslist, Shire, and E-blast

Discussion and possible action properties:

23. 4-328

- Board discussed and directed staff to send letter re: \$1000 fines balance

Consent items:

24. Items extended to late spring 2019: Marty motioned to approve consent items: Approved 4 - 0

- 1-009
- 1-031
- 4-026
- 4-153
- 4-184
- 4-209

25. Minutes of March 13, 2019, March 26 and April 4, 2019 executive sessions

- Marty motioned to approved above minutes: Approved 4 - 0

List of properties with delinquent dues and assessments:

As set forth in GDRA's Delinquent Assessment Collection Policy and by CA Civil code 5705, 5715, 5720 Glenshire has entered into a contract with Allied Trustee Services to collect Delinquent Assessments on the properties listed below:

4-542

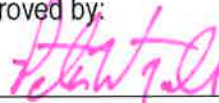
IX. Adjournment: 9:00 p.m.

Submitted by:



Lori Kelley, Admin. Assistant

Approved by:



Peter Tucker, Secretary