

**Glenshire Devonshire Residents Association
Board of Directors Meeting
Minutes
November 4, 2021
6:00 P.M.
Video/Teleconference**

Directors Present: Adrian Juncosa, Kathleen Raber, Miriam Rack and Julia Collins
Other Present: Lori Kelley and Ron Eckhardt - GDRA

Call to Order and Establishment of Quorum

Meeting was called to order at 6:04 p.m.

Property Owner Comments

None

Reports

Operations Manager - Ms. Kelley reported next two months are busy with reports and mailings. This Board agenda speaks to updates and activities for past few weeks.

Facilities Manager - Mr. Eckhardt reported no new updates and is spending time on winterizing. Per Board member request to provide guidance from his side of things that would help improve things. Mr. Eckhardt stated he thinks property is generally in good shape. He's learned there just isn't enough staff to meet needs of the association, shortage of equipment, software enhancements needed to increase efficiency. Suggests we look at increasing staff and office space and software component. Board member mentioned they are already working with Lori on the software component.

Presentations

None

Unfinished Business

Consent Calendar

1. Approval of the minutes from September 13, 2021 and September 16, 2021 Board of Directors Meetings
2. Committee Reports
3. Correspondence
4. Funds Transfer
5. Monthly Financials

It was moved, seconded, and passed to approve the consent calendar with one addition - the transfer request is \$15k from mma to operating account, 4 - 0.

Facilities

Lori updated is working on heating, cleaning and staffing issues in efforts toward starting clubhouse rentals at some point in 2022.

Board and Ron all agree the tennis crack brought to our attention isn't as critical as expressed.

It was discussed waivers are needed and software being researched re: tennis courts.

Governing Documents – Drafts

Board discussion: CC&R item 4.26, can we provide a red-lined version vs. existing version, point out typos. The cover memo and distribution was discussed. Julia and Lori will work on cover memo edits, Adrian will send a change for memo.

It was moved, seconded and passed to accept the final revised Third Restated governing documents and to distribute for a membership vote, pending typo corrections, 4 - 0.

It was moved, seconded and passed to distribute our election documents by mail with a link in the mailer, and we will hire a professional inspector of elections and follow their advice for the election, 4 - 0.

2021 Budget Amendment

Board reviewed revised 2021 updated budget use request. After discussion it was moved, seconded and passed to accept allocations as specified, 4-0.

2022 Budget Discussion

A final draft of the 2022 budget, budget mailer and memo from Board was reviewed. It was discussed to create one cover letter.

After discussion it was moved, seconded and passed to approve the final 2022 Budget & mailer, including any CPA edits, and distribute to membership, 4-0.

New Business

TSSA5 Funds – Micro Transit (Tabled)

GDRA Committees (Tabled)

Board to provide summary report of Executive session meeting October 13, 2021

Summarized by Secretary, executive session was tabled to the November 4, 2021 meeting.

Member Survey

It was discussed for Board to communicate to Lori regarding suggested survey items and for Lori to send prior survey to Board members.

Adjourn To Executive Session

The Board adjourned to Executive Session at 8:37 p.m.

Prepared by:

Lori Kelley

Accepted by:



Kathleen Raber, Secretary