

**Glenshire Devonshire Residents Association
Board of Directors Regular Meeting
Minutes
March 10, 2022
Video/Teleconference**

Directors Present

Adrian Juncosa, Julia Collins, Miriam Rack, and Kathleen Raber. Claudia Hanson did not participate in this evening's meeting.

Other Present: Lori Kelley – GDRA, owners Denis Weil, and Donna Brunetti, and recording secretary Judy Friedman

I. Call to Order and Establishment of Quorum

Vice-President Juncosa called the meeting to order at 6:07 PM. A quorum was established.

II. Property Owner Comments

Weil commented that the survey was very well done. He suggested it be conducted annually. Weil thanked the Board for the decision to let owners use the dumpsters for construction debris.

III. Presentations

A. 2021 Financial Review, McClintock Accountancy

It was moved by Juncosa and seconded by Collins to approve the 2021 Financial Review by McClintock Accountancy subject to any revisions by the Finance Committee and Kelley's review of the actual numbers. Motion carried unanimously.

IV. Reports

A. Operations Manager Report

Kelley reported the HVAC system has been completed. The first rental is already scheduled.

The information on the dam permit was in tonight's meeting packets. Juncosa said the water availability study indicates everything is on track. The consultants have addressed the minor issues noted.

Kelley said the replacement of the pool sand filter has been completed. The new pump and drive should be installed in April.

Kelley said an Eagle Scout candidate is planning to make and install 10 new birdhouses around the pond.

Kelley has been busy with hiring and the audits.

Collins asked for more detail on the survey. Kelley said 25 have been received through Survey Monkey and two by paper. She will send an e-blast reminding owners to complete it. Collins suggested Board members help follow up to get more in.

V. Unfinished Business

A. Consent Calendar

- 1. Approval of Minutes – February 10, 2022 regular meeting**
- 2. Committee Minutes**
- 3. Correspondence**
- 4. Dam permit update**

It was moved by Collins and seconded by Raber to approve the Consent Calendar as presented. Motion carried unanimously.

B. Governing Documents Final Drafts/Election Process

Juncosa has sent all comments from the Board's discussions on the governing documents to the attorney, but has not received the final version yet. A brief discussion followed and the Board agreed to a Special Meeting to approve the documents prior the Workshop and in time to distribute to the membership for approval. The meeting was scheduled for April 7 (subject to Hanson's availability) or March 31, 2022.

C. 2022 Proposed Policy Amendment – Rules: DRC Fee Increases/Policy

The Policy Amendment was discussed at the February Board meeting. The version in tonight's meeting packet include edits from that meeting.

Some felt the deposits were excessive and may cause owners to do projects without getting approval. Others see the deposits as an incentive for applicants to complete their projects according the approved plans, without requiring additional staff time. Discussion followed as the pros and cons of both sides were considered.

It was moved by Raber and seconded by Collins to reduce the \$1000 deposit for Sheds and Fences to \$500. Motion carried with Rack abstaining.

It was moved by Collins and seconded by Raber to reduce the deposit for Miscellaneous from \$500 to \$250 and the deposit for Tree Removal from \$300 to \$250. Motion carried unanimously.

It was moved by Raber and seconded by Rack to make the DRC Fee Increases/Policy effective April 1, 2022. Motion carried unanimously.

VI. New Business

A. Insurers Offering Discounts

Kelley presented the information in the packets indicating residential property insurance carriers offering discounts. It will be posted on the website.

Juncosa thanked Kelley for pursuing the Fire Wise Community certification. It helps with insurance costs.

B. Committees

Kelley asked the Board to consider expenses the Finance Committee can approve without additional Board approval. This could include general unplanned and unbudgeted maintenance items as well as extra snow removal as needed. Discussion followed as the appropriate amounts were considered.

It was moved by Collins and seconded by Raber that expenses categorized as "Items, Outside Contractors" in amounts of less than \$5,000 can be approved by the Finance Committee without Board approval. Any expense of \$5,000 or greater will require Board approval. Motion carried unanimously.

C. Fund transfers

It was moved by Collins and seconded by Rack to approve the following fund transfers:

- **Transfer \$15,692.17 from Plumas Operating checking to Plumas Reserves MMA , to clear due to/from reserves and due to/from operating balance sheet accounts**
- **Transfer \$60,000 from Plumas Operating checking to Bank of the West Operating checking, to maintain FDIC Limits**
- **Transfer \$102,196 from BOW Operating checking to Ed Jones Reserves Money Market Account, to transfer 2022 reserves portion of operating dues to reserves account**

Motion carried unanimously.

D. Monthly Financial Reports

Rack confirmed she reviews the monthly financial reports and works with Kelley on any concerns or issues.

E. Board to provide summary report of Executive session meetings – January 13, 2022 and February 10, 2022

Raber reported that at the January meeting, the previous meeting minutes were approved, the Board considered legal issues and contracts for the pool manager and independent contractors who are doing work until a Facilities Manager is hired. There was consent on addressing specific delinquencies.

At the February meeting, the Board dealt with legal issues and contracts for the HVAC system, the pool equipment replacement and servicing and delinquencies. The Board also agreed to strategies to address properties out of compliance with the CC&Rs and tabled appointment of a Design Review Committee inspector.

VII. Adjourn to Executive session

The Board adjourned to Executive Session at 7:07 PM.

Prepared by:
Judy Friedman
The Paper Trail

Accepted by:

Kathleen Raber, Secretary