

**Glenshire Devonshire Residents' Association  
Board of Directors Regular Meeting  
MINUTES  
July 20, 2023  
Glenshire Clubhouse 15726 Glenshire Dr, Truckee, CA 96161  
And Virtual**

**I. Call to Order and Establishment of Quorum**

Vice President Adrian Juncosa called the meeting to order at 6:04 PM. A quorum was established.

**Directors Present**

In addition to Juncosa, Board members present were Miriam Rack Julia Collins

Board members absent: Claudia Hanson and Kathleen Raber,

**Others Present:** Lori Kelley - GDRA, Denis Weil, Ken Hoedeman and Jean Brooks – Members.

**II. Property Owner Comments**

Denis Weil made a request for shade awnings at the tennis courts. Denis provided handouts to the Board that included research on awnings. Staff was requested to put this item on next board meeting agenda.

**III. Reports**

**A. Manager Report**

One item pulled from report in Board packet regarding clarification on wading pool expected completion date. Kelley clarified that if no further delays, we hope to open mid-August 2023.

**IV. Consent Calendar**

**A. Approval of Minutes – July 12, 2023 special meeting**

**B. Committee Minutes**

**C. Correspondence**

Juncosa stated no items were pulled and without objection, all the items are approved by general consent.

**V. New Business**

**A. Financial Statements**

**It was moved by Rack and seconded by Collins to approve May and June 2023 financial reports. Motion carried unanimously.**

**B. Funds Transfer Request**

**Rack moved and Collins seconded to approve transfer requests as follows:**

- 1. Transfer \$35K from Plumas Operating mma to EJ Operating mma for higher interest rate**
- 2. Transfer \$40k from BOW Operating mma to BOW Operating checking for cash flow to cover summer costs.**

**Motion carried unanimously**

**C. 3rd New Bench request at Lake Trail in 2023**

Discussion occurred regarding current bench and creating a policy for any future bench requests. Staff was requested to put this policy item on a future meeting agenda.

**It was moved by Rack and seconded by Collins to approve the memorial bench as long as no conflict ecologically with wetlands with location they propose and we would be open to discussing another location, and look at color scheme and try to match colors we have currently. Motion carried unanimously. at color scheme and try to match colors we have currently.**

**D. TDPUD request for public use of clubhouse**

Discussion occurred. It was suggested staff look into in the future regarding events and signs to protect association if non GDRA members attend. At present, not able to accommodate public meetings. No action.

**E. Lake water quality testing**

Juncosa provided summary – water samples were taken and probable cause of the fish die off is due to the winter phenomenon. Results are posted on the website. Discussion occurred. No action.

**F. Elections**

Discussion occurred – 2023 Directors Election: No candidate nominations received; two members have indicated interest in being appointed. Board members will attempt to recruit interested candidates by the 8/17/2023 Board meeting. 2023 Governing Docs Election: Cost, lost or unreceived ballots protocol, outreach, prepaid visa cards, hold event for Members to discuss and turn in ballots. No action.

**G. GDRA Rules discussion**

Discussion occurred regarding member rule suggestion. Will put member’s suggestion on our Rules Edits list to consider when we get to amending association rules. No Action.

**H. Shire Content**

This item was postponed with request for staff to put on a future agenda.


**I. Board provide summary report of Executive session meetings May 22, 2023**

In the absence of Raber, Kelley provide the following summary: Board approved April executive meeting minutes, reviewed correspondence, complaints and properties in progress. Discussion re: rec easements with attorney occurred. Contracts reviewed. Personnel – prospective facilities manager discussed. Board approved sending Meet and Confer letters for delinquent properties.

**VI. Adjourn to Executive session**

The Board adjourned to Executive Session at 9:11 PM

Prepared by:  
Lori Kelley  
GDRA

Accepted by:  
  
Kathleen Raber, Secretary

## **Manager Report 7.20.2023**

### **Pool Update**

- Colton is doing well in his 2nd year as aquatics coordinator. He's great with the kids & lessons.
- Great pool staff – Weekly safety meetings are occurring
- Saltwater system going smoothly
- Wading Pool – planned to start in early May, but delayed to late June due to weather. Demo and tile install completed end of June, then had to wait for Health Department come inspect, and it cleared first week of July. Contractors are a couple weeks behind and are hoping to get to next phase of installing drains and plastering by beginning of August. These delays are unfortunate and it seems to be the same everywhere.

### **Pilot Classes Update**

- Receiving good feedback on the kid's art & tennis classes. Tennis seems to be most popular
- Not much interest in adult art, hearing summer may not be great for indoor activities
- Don't have final income/expense amounts, as we are allowing drop-ins, and August sign ups

### **Facilities Update**

- Dylan is onboarding well and has been here a month now. The plan is for him to be up to speed and provide the Facilities update for next month's Board meeting.
- Boardwalk staining was scheduled for May, and all being stained this week. Contractors were running behind. Using zero VOC stain and tarps while hand staining.
- Clubhouse staining was scheduled for spring. The contractors were running behind and lost staff, but it is now planned for 2<sup>nd</sup> week of September.
- Irrigation, tree trimming and other maintenance is going well.

### **Bath Remodel / Downstairs Rehab**

- It was fully completed early June, with exception of delayed mirror replacement
- Contractor shortage worked in our favor financially - saving approx. \$7,000 on bath remodel by running contractors myself
- Rehab mostly done, with final phase of HVAC upgrade planned for early September

### **Common Area Volunteering**

- This agenda item was postponed in May.
- I would like to move forward with planning projects outside of Board meeting to save on meeting time, with Dylan and Adrian. Some possibilities are Defensible Space work in common area, Lake Trail and erosion control improvements and Invasive Weed day.

### **2024 Budget**

- I plan to start working on 2024 budget next week
- I will email a "2024 Budget items request" form to all current Board members soon
- Will then have a Finance Committee meeting to review and fine tune things for the initial 2024 budget discussion at the August 17<sup>th</sup> Board meeting

### **Other**

- Clubhouse and Gazebo rentals have been very active
- Dumpster Day was very popular, as always