Glenshire/Devonshire Residents' Association, Inc.
Board of Directors Regular Meeting
MINUTES
May 20, 2026 5:30 pm
15726 Glenshire Drive and Virtual

I. Call to Order and Establishment of Quorum
President Bartlett called the meeting to order at 5:38pm.

Directors Present: James Bartlett (online), Adrian Juncosa, William Davidson, Seth Warren, Peter Sorensen (online)
A quorum was established.

Others present: Lori Kelley, Delaney Kent, Bill Houdyschell, Topher Marlatt—GDRA Staff.

II. Property Owner Comments
A. For items not on the agenda
B. For items on the agenda, a member may comment now or during that item, not both
No comments.

III. Reports
C. Manager Report
Kelley gave a verbal report. A lot of time was spent on problem properties and hiring and recruiting for new positions. Kelley was the only office staff for the last three weeks, so she was busy.

D. Facilities Report
Marlatt gave a verbal report. He is in the process of re-keying the facilities. Office staff just got their new keys. That project should be wrapped up this week. He is contracting the gate project and securing the facilities. There are no updates on solar. He is in the middle of getting the pool ready for the season. Sorensen asked about the securing of the tennis courts. Marlatt explained the amenity access system. Kelley added that insurance was a big part of the amenity access system as well.
Marlatt added that the Clubhouse and pool house are freshly re-painted.

IV. Consent Calendar
A. Approval of Minutes – April 15, 2026 Regular Board meeting, April 8, 2026 Special Board Meeting, April 9, 2026 Emergency Board Meeting and May 14, 2026 Special Board Meeting
B. Committee Minutes
C. Correspondence
Bartlett moved and Juncosa seconded to accept the Consent Calendar. Motion passed unanimously.

V. Unfinished Business
A. Rules Revisions
Juncosa reviewed the Rules Revision process and discussed the importance of updating the Defensible Space Rules first so that the GDRA Defensible Space staff can use the Truckee Fire software.
Kelley displayed the Defensible Space Rules Revisions that Juncosa and Houdyschell had written up.
Juncosa and Houdyschell discussed having a section addressing how owners should maintain a vacant lot.
The Board discussed adding additional explanatory wording to add to Zone 1 and Zone 2.
Juncosa and Houdyschell discussed adding "inspector discretion" to the Rules to allow for not condemning every aspect of a home's landscaping, etc.
The Board discussed changing the wording to "typically" when referring to brush clearing.

Warren brought up the overhanging 10 ft branches and asked for clarification from Houdyschell.
The Board discussed rules regarding where owners can store firewood.
Sorensen suggested adding "Deck" to the parenthetic referencing "Garage, roof" Limit combustible items under zone 0.
The Board discussed the location and material of sheds.
Juncosa and Houdyschell decided to meet and discuss a final version of the Defensible Space Rules Revisions, using Kelley's notes, after this meeting.

VI. New Business
E. Town TSSA5 Funds
Bartlett reviewed the TSSA5 letter in the packet. The Town denied the GDRA request for a crosswalk by the Legacy trail. No fee changes were made.
Warren suggested different steps to take to get a crosswalk project accepted by the Town.

Juncosa moved and Warren seconded to communicate to the Town formally, in writing, our continued interest in improving the safety situation at the Legacy trailhead, and consideration of use of some matching TSSA5 funds. Motion passed unanimously.

F. Financial Reports
Bartlett reviewed the financial reports and had no questions.
Juncosa reviewed the financial reports and had questions regarding the way the accounts payable had a big dump for April. Kelley explained that was the insurance costs. Juncosa asked about the item in the Equity section of the balance sheet. Kelley explained it.

G. Funds Transfer Request
Juncosa moved and Bartlett seconded that we transfer $100,000 from Edward Jones Reserve Operating MMA to Edward Jones CD to gain higher interest, $300,000 from Edward Jones Reserve Operating MMA to Edward Jones CD to gain higher interest, and $25,000 from Plumas Operating to BMO Operating Checking. Motion passed unanimously.

H. Community Fire Resistance – No Comments

I. Non-profit Banner
Kelley summarized the request that Soroptimist asked for putting up a banner on the fence of the neighbor across the street from the Clubhouse.
Bartlett suggested putting it up at the Clubhouse with some extra stakes. Warren suggested hanging on the wooden sign until the new letters are up.

Warren moved and Juncosa seconded that Soroptimist can hang their banner on our sign until the letters are replaced for a time period not exceeding one week. Motion passed unanimously.

J. Community Event
Juncosa and Warren preferred the end of August date, August 29th, for the GDRA Community Event.
There are a couple of volunteers. Kelley asked the Board for guidance on what they wanted to see.
Warren suggested bounce houses, fire trucks for kids to explore, games, vendor tables.
Bartlett suggested keeping it lowkey: Starkey's, waterslide, bounce house, food and drinks.
Warren discussed the conflict of parking at the pool, it could either increase Member interest, or cause parking problems.
Bartlett said there are a couple local Glenshire bands.
Kelley asked Bartlett to email her the contacts of local bands that he has.

K. June Board Meeting
The Board discussed whether to cancel to June Regular Board Meeting.
The Board decided to skip the June Regular Board Meeting and hold a special board meeting to discuss the Rules Revisions and any other urgent executive session items that is only online.

L. Board to provide summary report of Executive session meetings – April 15, 2026 Regular Board meeting, April 8, 2026 Special Board Meeting and May 14, 2026 Special Meeting
Kelley summarized the Executive session meeting minutes from April 15th: we approved minutes of March 18th and the consent calendar was unanimously approved. We discussed an MOU that we did not vote on. A vote was made to accept the election inspector bid. We discussed access control and solar panel contracts and a motion was made for the solar panels and passed. There was discussion on two properties and two were deferred and there were a couple properties listed with delinquent dues and assessments and the meeting adjourned at 8:20 p.m. The April 8th Special Meeting Executive Session Minutes, we went over insurance renewals. basically was the only thing discussed and we decided to call an emergency meeting after information was gained to make our final decisions and we adjourned at 6:55 p.m. The May 14th Executive Session. We discussed some legal items, advice from our attorney previously and there was one action discussion and possible action property that we discussed in length and made a few motions that carried and we adjourned at 7:38 p.m.

VII. Adjourn to Executive Session
President Bartlett adjourned to executive session at 7:16pm.

Prepared by:
Delaney Kent
GDRA Administrative Assistant

Accepted by:
~~Peter Sorensen, Secretary~~
James Bartlett, President