

## MEETING MINUTES

Ceres Gleann HOA Board of Directors  
September 3, 2019  
3:30 PM  
Ceres Gleann Clubhouse, Dallas, Oregon

**Approved October 1, 2019**

### PRELIMINARY BUSINESS

The meeting was called to order at 3:30pm by Mike Holland.

Present: Those present included Mike Holland, Mike Hensley, Stephen Gram, Alan Cleaves and Jeanne Pettersen.  
**A quorum of the Board was present.**

Minutes: **Alan Cleaves moved to approve the August 6, 2019 draft meeting minutes as presented. Jeanne Pettersen seconded the motion. The motion was approved unanimously.**

Additions to the Agenda: None.

Audience Questions: None.

### COMMITTEE REPORTS

Architectural Review Committee: Barbara Connell reminded homeowners they must first submit an application for any work to be done to the outside of the home.

Landscape Committee: Valerie Beuck reported that the committee is taking bids for renovating the common area on Rhododendron. She also noted that the garden committee has produce available in a box near the gazebo if anyone is interested.

Finance Committee: No report.

Community Facilities Committee: Judy Levis reported that the clubhouse carpet and vinyl installation is scheduled for September 23<sup>rd</sup>. The clubhouse will be closed for at least one week during the installation.

Communications Committee: Barbara Kerr reported Valerie Beuck's resignation and thanked her for her service.

Garden Committee: No report.

### OLD BUSINESS

1. Barbara Powell reported that the finance committee has reviewed the reserve study and has identified a need for additional capitalization. The committee recommends that the reserve fund be increased to better support future unanticipated capital needs. The committee proposes that the savings from the new landscape contract be allocated to the reserve account. Following discussion, the board agreed with the proposed recommendation. Mike Holland will prepare a resolution for approval at next month's meeting.

### NEW BUSINESS

1. Mike Holland explained that the CC&Rs are restrictive regarding signage. Exceptions, which would include landscape signage, need to be approved by the board. To streamline the process, he presented a resolution approving landscape signs posted at the direction of the landscape committee. Following discussion, **Stephen Gram moved to accept the resolution as presented. Alan Cleaves seconded the motion. The motion was approved unanimously.**

2. Mike Holland and Valerie Beuck reviewed the details of the proposed landscape contract with DeSantis Landscapes of Salem, Oregon. The landscape committee recommends approval. Following discussion, **Alan Cleaves moved to approve the resolution as presented. Mike Hensley seconded the motion. The motion was approved unanimously.** Mike Holland noted that the contract will be posted on the homeowner's website. He thanked the landscape committee members for their work throughout the process.

#### ANNOUNCEMENTS AND NOTICES

None.

#### BOARD MEMBER COMMENTS

Mike Holland explained that next month's board meeting agenda will include a draft of the 2020 budget and a draft of the reserve study update.

#### ADJOURNMENT

There being no other business, Mike Holland adjourned the meeting at 4:27pm. The next regular meeting is scheduled for Tuesday, October 1, 2019 at 3:30pm.