

## MEETING MINUTES

Ceres Gleann HOA Board of Directors

January 2, 2024

3:30 PM

Ceres Gleann Clubhouse, Dallas, Oregon

**Approved March 5, 2024**

### PRELIMINARY BUSINESS

The meeting was called to order at 3:30pm by Judy Gram.

Present: Those present included Mike Holland, Judy Gram, Mike Hensley, Jerry Breitbach, and Alan Cleaves (by telephone). **A quorum of the Board was present.**

Minutes: **Alan Cleaves moved to approve the draft minutes of the November 14, 2023 meeting. Mike Hensley seconded the motion. The motion was approved unanimously.**

### COMMITTEE REPORTS

Finance Committee: Emily Cleaves reported that the committee is awaiting the year-end financial reports. The reserve fund balance as of 12/31/23 is \$136,982.08. The year-end Accrual Balance Sheet and P&L Actual to Budget reports will be included in the next newsletter. Judy Gram reported that no volunteer applications for new committee members have been received. She encouraged residents who might be interested to attend the January 10<sup>th</sup> finance committee meeting to learn more about what the committee does.

Architectural Review Committee: Rhonda Armes reported that the committee continues to work on ARC manual guidelines and processing applications.

Landscape Committee: Jerry Breitbach reported that the Lemon Cypress trees made it through the recent windstorm.

Community Facilities Committee: Mike Hensley reported that the new inspector will start the community annual maintenance inspection soon.

Communications Committee: Judy Gram reported that Jen Jackson had submitted a volunteer application for Ron Oliveira to serve on the committee's editorial team. **Mike Hensley moved to approve the appointment of Ron Oliveira to serve on the communications committee. Mike Holland seconded the motion. The motion was approved unanimously.** Jen Jackson reported that Barbara Kerr is updating the standing committee list; she reminded those who received emails to please respond.

Garden Committee: No report.

### ORDER OF BUSINESS

1. Judy Gram presented proposed board meeting and election dates, circulated as a handout. Following discussion, it was agreed to extend the timeframe to allow more time for candidate recruitment. Applications will be due April 12<sup>th</sup>. A box will be available in the Clubhouse from March 5-April 12<sup>th</sup> for completed applications. The board agreed to the proposed 2024 board meeting and annual meeting dates.
2. Judy Gram gave an update on the HOA insurance policies. She reported that the premium for the alcohol liability policy has decreased to \$777.25. The premium for the primary insurance policy has gone up to \$3,673, due in part to rate increases and the increased value of the clubhouse.
3. Judy Gram announced that the 2024 Reserve Study is on the CG website; she encouraged residents to review the study.

4. Judy Gram explained that a group came together on short notice to put up and then take down the Christmas decorations at the clubhouse, as there was no one heading up the effort. She asked that anyone interested in heading this up for next year to let her know. Also, there is a sign-up sheet in the clubhouse for potluck hosts. There will soon be instructions posted on how to host, which will make it simple for groups to host. Volunteer opportunities will be put in the newsletter.

#### ANNOUNCEMENTS AND NOTICES

Mike Holland announced that he will miss the next meeting and that he will not be running for reelection to the board this year.

#### ADJOURNMENT

There being no other business, Judy Gram adjourned the meeting at 4:02 pm. The next regular meeting is scheduled for Tuesday, March 5, 2024, at 3:30pm.