

MEETING MINUTES

Ceres Gleann HOA Board of Directors
March 7, 2023
3:30 PM
Ceres Gleann Clubhouse, Dallas, Oregon

Approved 5/2/23

PRELIMINARY BUSINESS

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

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

Minutes: **Jeanne Pettersen moved to approve the draft minutes of the January 3, 2023 meeting. Alan Cleaves seconded the motion. The motion was approved unanimously.**

COMMITTEE REPORTS

Architectural Review Committee: Alan Cleaves reported that the committee completed the ARC manual update and highlighted changes. Joyce Cramer reported that the committee has been approving applications for roofs.

Landscape Committee: Jerry Breitbach reported that Debbie Alsop has stepped down from the committee. He thanked her for all her work on the Rhododendron entrance. He welcomed Janet Potter, who will join as a new member. He also acknowledged the passing of Gary Smith, noting all the work he did for the community.

Finance Committee: A report was deferred to later in the meeting.

Community Facilities Committee: No report.

Communications Committee: Barbara Kerr reported that everything is going well.

Garden Committee: No report.

ORDER OF BUSINESS

1. The board considered volunteer applications for David Maxwell and Janet Potter to serve on the Finance Committee. **Jeanne Pettersen moved to approve the appointments for the Finance Committee. Jerry Breitbach seconded the motion. The motion was approved unanimously.**
2. Mike Holland reported that the HOA has obtained an insurance policy liability endorsement for up to 14 events in which alcohol would be served at the clubhouse. For private invitation events, the host must buy a single event endorsement from the HOA's insurance company, Beaver State Insurance, at a cost of approximately \$150. To proceed, an amendment must be made to the CFC rules. Mike Hensley noted the changes to be made to rule #s 2, 12, and 25. **Alan Cleaves moved to approve the CFC rule changes as presented. Mike Hensley seconded the motion. The motion was approved unanimously.**
3. The board considered approval of the updated ARC manual. Following audience comment and board discussion, a change was made to page 9, article IV, 2nd paragraph, 1st sentence, replacing "may" with "will". **Jeanne Pettersen moved to approve the ARC manual with the change as discussed. Alan Cleaves seconded the motion. The motion was approved unanimously.** Joyce Cramer thanked all the ARC members for their participation in the update process.
4. As required by state law, Debby Kliever presented the HOA 2022 year-end financial report, circulated as a handout. She explained that the financial reports are posted on the Ceres Gleann website and in the book at the clubhouse. She reported that the HOA is in good shape financially and came in underbudget for the year.

5. Mike Holland presented the summary of the annual inspection report, circulated as a handout. A subcommittee headed up by Mike Hensley will review the work to be done and will report back to the board in May.
6. Mike Hensley reported on the process of procuring bids for ceiling fans for the clubhouse. The board considered a resolution to authorize the purchase and installation of fans at the lowest price bid. **Mike Hensley moved to approve the resolution as presented. Alan Cleaves seconded the motion. The motion was approved unanimously.**
7. Mike Holland announced that the annual meeting will be held May 16th. The agenda will include regular committee reports, community Q&A and a state of the HOA report. There will also be a potluck afterward, coordinated by Deb Moyer. More information will follow.
8. Mike Holland raised the issue of board leadership transition, explaining that he plans to step down as board chair. He has proposed encouraging someone to step forward to serve as chair but if no one steps forward, he will reapply and will serve again as chair. After 2 years, if no one is willing, there will need to be another conversation about doing something different. He asked for help in recruitment.

ANNOUNCEMENTS AND NOTICES

None.

BOARD MEMBER COMMENTS

None.

ADJOURNMENT

There being no other business, Mike Holland adjourned the meeting at 4:45 pm. The next regular meeting is scheduled for Tuesday, May 2, 2023, at 3:30pm.