

## MEETING MINUTES

Ceres Gleann HOA Board of Directors  
November 3, 2020  
3:30 PM  
Ceres Gleann Clubhouse, Dallas, Oregon

**Approved January 5, 2021**

### 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: Prior to the approval of the September minutes, it was noted that the appointment of Mary Ann Breitbach to ARC and Valerie Beuck to the Communications Committee were not referenced. The Board directed that these appointments should be referenced in the September minutes. **Jeanne Pettersen moved to approve the September 1, 2020 draft meeting minutes as corrected. Alan Cleaves seconded the motion. The motion was approved unanimously.**

### COMMITTEE REPORTS

Architectural Review Committee: Jackie Forman reported that the committee has selected her to serve as chair. The committee continues to search for a 5<sup>th</sup> member. They have also been processing applications for various home improvements. **Jerry Breitbach moved to approve Jackie Forman's appointment to serve as ARC chair. Mike Hensley seconded the motion. The motion was approved unanimously.**

Landscape Committee: Valerie Beuck reported that the work being done at the Rhododendron entrance should be finished this week.

Finance Committee: Barbara Powell reported that the committee has reviewed the 3rd quarter financials and the numbers are all on track.

Community Facilities Committee: Doug Taylor reported that the committee agreed to defer parking lot repairs to 2021. They will solicit additional estimates to repair cracks, top-coat and stripe. They are also soliciting estimates to replace the gazebo steps and paint the deck, and to repair the clubhouse entry posts.

Communications Committee: Barbara Kerr reported that she has not yet found a coordinator for neighborhood watch.

Garden Committee: Valerie Beuck reported that there are members stepping up on the committee to fill in for Bob Wilson.

### OLD BUSINESS

1. Mike Holland highlighted additions that had been made to the Ceres Gleann Landscape Management Plan, and presented a resolution for approval, circulated as a handout. He explained that the plan will be implemented for one year at which time there will be an opportunity for evaluation. Following discussion, **Alan Cleaves moved to approve the resolution as presented. Jerry Breitbach seconded the motion. The motion was approved unanimously.**
2. The board considered a resolution to approve the annual reserve study. Following discussion, **Jeanne Pettersen moved to approve the resolution accepting the 2021 annual reserve study update. Mike Hensley seconded the motion. The motion was approved unanimously.**

### NEW BUSINESS

1. Barbara Powell reviewed the proposed 2021 HOA budget and assessments, circulated as a handout. She highlighted changes and noted that as the HOA is in a good cash position, assessments will not change. The assessment notices will be mailed to homeowners within the next few days. Mike Holland explained that the approval for the annual budget, assessments and reserve transfers have been consolidated into one resolution this year because of the reduced meeting schedule. **Jeanne Pettersen moved to approve the resolution adopting the 2021 HOA budget, homeowner assessments and reserve fund transfers. Jerry Breitbart seconded the motion. The motion was approved unanimously.**

#### ANNOUNCEMENTS AND NOTICES

Mike Holland announced that at the January meeting, the board will consider approval of the annual inspection report.

#### BOARD MEMBER COMMENTS

Mike Hensley shared that he had been approached by several homeowners regarding the issues surrounding rental properties in Ceres Gleann. Board members extensively discussed rental policies and rules and noted that further discussion involving all residents is important and should be scheduled following the pandemic. It was noted that the board can impose fines if homeowners are not in compliance. By consensus, the board gave Mike Holland authority to send fine letters in accordance with HOA rules and regulations.

#### ADJOURNMENT

There being no other business, Mike Holland adjourned the meeting at 4:31pm. The next regular meeting is scheduled for Tuesday, January 5, 2021 at 3:30pm.