

MEETING MINUTES

Ceres Gleann HOA Board of Directors
November 14, 2023
3:30 PM
Ceres Gleann Clubhouse, Dallas, Oregon

Approved 1/2/24

PRELIMINARY BUSINESS

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

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

Minutes: The minutes were corrected to include Jerry Breitbach as communications committee liaison. **Mike Holland moved to approve the draft minutes of the September 5, 2023 meeting as corrected. Mike Hensley seconded the motion. The motion was approved unanimously.**

COMMITTEE REPORTS

Finance Committee: Judy Gram reported that the committee needs volunteers.

Architectural Review Committee: **Mike Holland moved to approve the appointment of Rhonda Armes as ARC Chair. Mike Hensley seconded the motion. The motion was approved unanimously.** Rhonda reported on the committee activities, including work on procedures and the complaint process.

Landscape Committee: The report was deferred to later in the meeting.

Community Facilities Committee: Jen Jackson reported that the community calendar is being maintained by the communications committee; David Price is managing the facilities calendar. **Mike Holland moved to approve the appointment of Deb Moyer to the Community Facilities Committee. Jerry Breitbach seconded the motion. The motion was approved unanimously.**

Communications Committee: Barbara Kerr requested that draft board meeting minutes be submitted to the CG announcements. She reported that the committee would like to include a section of items for sale in the newsletter. Following discussion, the board asked that the committee consider guidelines and submit them for board review. Jen Jackson reported that the committee is looking for editorial volunteers.

Garden Committee: Committee member changes were reported; it was also noted that help is needed with yard debris containers.

ORDER OF BUSINESS

1. Emily Cleaves presented the 2024 HOA budget, noting the landscape contract price increase and the insurance premium decrease. Mary Ann Breitbach reported that the annual assessment letter will be mailed out on November 28th. Judy Gram presented a resolution to approve the 2024 budget and assessment schedule and authorize a transfer from the general fund to the reserve fund. **Mike Holland moved to approve the resolution as presented. Mike Hensley seconded the motion. The motion was approved unanimously.**
2. The board reviewed the annual landscape contract. It was noted that the Lemon Cypress tree trimming will be included at no extra expense; the new contract also includes treatment for nutsedge as needed. **Alan Cleaves moved to approve the resolution and contract for DeSantis Landscaping. Jerry Breitbach seconded the motion. The motion was approved unanimously.**
3. Mike Holland reported that the firm who had previously performed the required annual maintenance inspection was no longer in business. He met with a new company who will provide a similar inspection for a similar price and presented a resolution authorizing an agreement to conduct a comprehensive inspection of

HOA property. **Alan Cleaves moved to approve the resolution as presented. Mike Hensley seconded the motion. The motion was approved unanimously.**

4. Mike Holland gave an update on his communications with the City of Dallas regarding street parking enforcement. The City has approved a revised rule allowing an HOA to request stricter enforcement of the street parking code. Mike presented a resolution formally asking the city to enforce the prohibition of parking oversized vehicles for more than 72 continuous hours within the HOA boundaries. Following discussion, **Alan Cleaves moved to approve the resolution as presented. Mike Holland seconded the motion. The motion was approved unanimously.** It was agreed to provide more information for residents in the newsletter.
5. Judy Gram explained that a resolution to approve trimming of the entrance Lemon Cypress trees was approved at an emergency meeting due to the need for urgent action.
6. Jerry Breitbach explained the board's role in landscaping decisions. Most of the questions from the landscape manual have straightforward answers, but some are more complicated; more complex decisions will be considered by the board.

ANNOUNCEMENTS AND BOARD MEMBER COMMENTS

None.

ADJOURNMENT

There being no other business, Judy Gram adjourned the meeting at 4:38 pm. The next regular meeting is scheduled for Tuesday, January 2, 2024, at 3:30pm.