

MEETING MINUTES

Ceres Gleann HOA Board of Directors
September 5, 2023
3:30 PM
Ceres Gleann Clubhouse, Dallas, Oregon

Approved 11/14/23

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. **A quorum of the Board was present.**

Minutes: **Jerry Breitbach moved to approve the draft minutes of the July 11, 2023 meeting. Mike Hensley seconded the motion. The motion was approved unanimously. Mike Hensley moved to approve the draft minutes of the July 13, 2023 appeal hearing. Mike Holland seconded the motion. The motion was approved unanimously.**

COMMITTEE REPORTS

Finance Committee: On behalf of Emily Cleaves, Judy Gram presented the HOA draft budget for 2024. She noted that the landscape contract line item will be finalized when the Consumer Price Index is released in the coming week. As presented, the line item was raised by 1% to reflect the anticipated increase.

Architectural Review Committee: Mary Ann Breitbach reported that 3 applications have been approved. New committee members will be voted in by the board later in the meeting.

Landscape Committee: Jerry Breitbach reported that he will soon have a list of short and long term options for entrance tree replacements for the board to review.

Community Facilities Committee: Doug Taylor reported that the grass has been cleaned from the clubhouse roof and windows will be cleaned soon.

Communications Committee: Jen Jackson reported the committee has worked on editorial standards for A&R. The committee is looking for another volunteer to join their team.

Garden Committee: No report.

ORDER OF BUSINESS

1. Judy Gram announced the board liaison positions as follows: Mike Holland, Architectural Review; Mike Holland, Finance (until January); Jerry Breitbach, Landscape; Mike Hensley, Community Facilities; Alan Cleaves, Liaison at-large; Jerry Breitbach, Communications.
2. Judy Gram explained that the board recently held a work session to clarify the role of liaisons, developing a set of guiding principles. Mike Holland reviewed the statement of principles, circulated as a handout, which are intended to guide liaisons in their work with assigned committees. He specifically addressed the liaison role, which is to support, not control the committee, facilitating two-way communication between the committee and the board; and he outlined the guidance for recusal. The board considered a resolution adopting the statement of principles. **Mike Hensley moved to approve the resolution as presented. Jerry Breitbach seconded the motion. The motion was approved unanimously.**
3. The board considered the appointment of new members to the Architectural Review Committee. Following discussion, **Mike Holland moved to approve the slate of applicants as presented. Mike Hensley seconded the motion. The motion passed with 4 aye votes; Alan Cleaves voted nay.** He expressed his concern about the potential recusal of 3 board members, due to the membership of the committee, in the case of an appeal.

Mike Holland explained that in this case, the Rule of Necessity would allow all recused members to vote, but they would not be allowed to participate in deliberations.

4. The board considered a resolution authorizing the installation of paver steps on the HOA portion of the planting strip that adjoins the westside of the clubhouse parking lot. Mike Hensley provided background on the July appeal hearing, explaining that the resolution is a solution derived from the appeal. Following lengthy discussion and audience comment, **Mike Holland moved to approve the resolution as presented. Mike Hensley seconded the motion. The motion passed with 3 aye votes; Jerry Breitbach and Alan Cleaves voted nay.** Alan noted his disagreement with the reasoning behind the resolution and that the actions set forth in the resolution were contrary to HOA common property rules.
5. Mike Holland reported that the HOA will need to seek a new firm to conduct the annual maintenance inspection.
6. Judy Gram reported on the results of the age survey, circulated as a handout. She thanked Candi Carlisle for her work on the survey. It was noted that the percentage occupied by residents 55 years of age or older as shown on the survey as .98% needs to be corrected to read 98%.

ANNOUNCEMENTS AND BOARD MEMBER COMMENTS

Mike Holland reported that he has been working with the City of Dallas on stricter enforcement of street parking. The city council will be considering a proposal allowing an HOA board to request stricter enforcement in the HOA neighborhood.

Judy Gram noted that the November board meeting date has been changed to the 14th.

ADJOURNMENT

There being no other business, Judy Gram adjourned the meeting at 5:04 pm. The next regular meeting is scheduled for Tuesday, November 14, 2023, at 3:30pm.