

MEETING MINUTES

Ceres Gleann HOA Board of Directors

August 6, 2019

1:30 PM

Ceres Gleann Clubhouse, Dallas, Oregon

Approved September 3, 2019

PRELIMINARY BUSINESS

The meeting was called to order at 1:30pm by Mike Holland.

Present: Those present included Mike Holland, Mike Hensley, Stephen Gram, and Alan Cleaves. **A quorum of the Board was present.**

Minutes: **Alan Cleaves moved to approve the July 2, 2019 draft meeting minutes as presented. Mike Hensley seconded the motion. The motion was approved unanimously.**

Additions to the Agenda: An update on masonry wall work was added to old business.

Audience Questions: None.

COMMITTEE REPORTS

Architectural Review Committee: No report.

Landscape Committee: No report.

Finance Committee: Barbara Powell reported that the committee met last Tuesday and approved 2nd quarter financial reports, the reserve study update and upcoming budget cycle. Everything is on track.

Community Facilities Committee: No report.

Communications Committee: Barbara Kerr reported that the subcommittees are updating numbers for the budget, everything is going well.

Garden Committee: On behalf of Bob Wilson, LaVonne Wilson reported that the garden is looking great, and thanked everyone who has worked in the garden.

Other: Judy Gram reminded everyone that the National Night Out event would take place later in the afternoon at the Clubhouse.

OLD BUSINESS

1. Judy Levis reported that the Community Facilities committee approved two recommendations for clubhouse carpet and vinyl replacement, with the recommendation for plank vinyl as the preferred option. Mike Hensley reviewed the particulars of the bids received and shared samples of the proposed materials. The cost for plank vinyl is \$845 more than standard sheet vinyl, and is preferred for its durability. **Stephen Gram moved to approve the recommendation for replacement with carpet and plank vinyl. Mike Hensley seconded the motion. The motion was approved unanimously.** The proposed resolution authorizing the expenditure of funds was changed to reflect the increase in cost from \$14,137 to \$14,981; with an added 12% contingency, the final cost increased from \$15,833 to \$16,779. **Stephen Gram moved to approve the resolution as amended. Mike Hensley seconded the motion. The motion was approved unanimously.**
2. Mike Hensley gave an update on the masonry capstone repairs. The anchor bolts are sealed and all work is completed. The actual cost was \$1200 less than the original bid.

NEW BUSINESS

1. Trisha Ward presented the Landscape committee's recommendation for a landscape contractor. She provided a report on the evaluation process of the bidders, circulated as a handout. The committee recommended the board accept the landscape maintenance bid proposal of DeSantis Landscapes of Salem Oregon. Mike Holland presented a resolution to approve contract negotiations with DeSantis, and explained that the board will approve the finalized contract at the September meeting. Following discussion, **Stephen Gram moved to approve the resolution as presented. Mike Hensley seconded the motion. The motion was approved unanimously.**
2. Barbara Powell reviewed the upcoming budget schedule, circulated as a handout. She noted that while the landscape contract bids are lower than anticipated, there will be no changes to the assessment for this year.
3. Mike Holland reviewed the board meeting schedule for 2019-2020, circulated as a handout. No concerns or changes were noted by the board.

ANNOUNCEMENTS AND NOTICES

Mike Holland explained that there will be a discussion on signage at next month's board meeting.

BOARD MEMBER COMMENTS

None.

ADJOURNMENT

There being no other business, Mike Holland adjourned the meeting at 2:33pm. The next regular meeting is scheduled for Tuesday, September 3, 2019 at 3:30pm.