

## MEETING MINUTES

Ceres Gleann HOA Board of Directors  
January 4, 2022  
3:30 PM  
Ceres Gleann Clubhouse, Dallas, Oregon

**Approved March 1, 2022**

### PRELIMINARY BUSINESS

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

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

Minutes: **The draft minutes of the November 2, 2021 meeting were approved by consensus.**

### COMMITTEE REPORTS

Architectural Review Committee: Jackie Forman reported that the committee has reviewed and approved several applications, including paver patios and a fence.

Landscape Committee: No report at this time; the proposed oversight structure will be discussed later in the agenda.

Finance Committee: Mike Holland reported on behalf of Cherie Haynes. The HOA is in good financial standing. More information would be shared under new business.

Community Facilities Committee: Mike Hensley reported that the committee is working on revising rules for the club house.

Communications Committee: Mike Holland gave a report on behalf of Barbara Kerr. The new members of the communications and welcome committees are trained, and committees are active.

Garden Committee: No report.

**SPECIAL BUSINESS:** The Board met in a special session to hear an appeal of an ARC decision regarding two decorative fixtures attached to the home of Marie Hargrave. The fixtures (a barn star and a cross) were not approved by ARC and Marie was asked to remove them. It was the appeal of this decision that brought the matter before the Board.

ARC Chair, Jackie Forman and ARC Committee member, Mary Ann Breitbach explained ARC's decision. The essential point made by ARC members was that Ceres Gleann strives for a uniform look on the front of houses and that allowing one house to depart from this uniform look would make it impossible to enforce any standard for other decorative requests.

Marie Hargrave stated that the decorative fixtures are attractive and that she has received compliments on the fixtures. She also expressed concern that ARC's initial engagement with this issue came at a meeting that was not announced. Various homeowners spoke in support of Marie, others supported ARC's decision.

The Board discussed the issue and concluded that the ARC decision should be supported. **Mike Holland made a motion to allow the star and cross to remain in position until April 1, 2022, at which time the star and cross must be removed or relocated to the rear of Marie's house. Alan Cleaves seconded the motion. The motion was approved unanimously (Note: Board Member Jerry Breitbach abstained from the discussion and the vote on this matter).** If the star and cross remain in place past April 1, 2022, the established fine for such a violation is \$20 per day.

## OLD BUSINESS

1. Mike Holland presented a resolution to approve a new management structure of landscape oversight for 2022. The oversight arrangement was put in place in November 2020 for a one-year trial. At the November 2021 board meeting, the board conducted a review and agreed to continue the arrangement with some modifications, outlined in a document attached to the resolution. **Mike Hensley moved to approve the resolution as presented. Jerry Breitbach seconded the motion. The motion was approved unanimously.**
2. Mike Holland reported that he, Jeanne Pettersen, Pete Reed, Lynn Powell, and Steve Gram have developed a draft proposed amendment to the CC&Rs for home rentals. The HOA attorney has reviewed the amendment. Mike Holland explained that the amendment will be circulated among members of the community for comment through February 14. The committee will meet again to review and discuss comments and prepare a resolution with a proposed amendment for board approval at the March meeting. He noted that since this proposal would amend the CC&Rs, 75% of homeowners must vote to approve the change. The board agreed by consensus to move forward with this process.

## NEW BUSINESS

1. Mike Holland presented a proposal to increase the Board Assistant hourly rate to \$22 per hour and allow for a travel expense of \$30 per meeting. Adjustments will go into effect February 2022. There was no objection from members of the board.
2. Mike Holland presented a resolution to approve the annual inspection agreement. **Mike Hensley moved to approve the resolution as presented. Jeanne Pettersen seconded the motion. The motion was approved unanimously.**
3. Mike Holland shared a letter from the HOA attorney regarding HB 2534 and the need to review the HOA's governing documents to verify they are not discriminatory. The HOA has one year to complete the required review. The estimated cost for the HOA attorney to conduct the document review is \$1,500. **Alan Cleaves moved to approve the expenditure for the attorney to conduct a document review for compliance with HB 2534. Mike Hensley seconded the motion. The motion was approved unanimously.**
4. Mike Holland shared the financial report on behalf of Cherie Haynes. He noted that the HOA is in good financial standing. He presented a resolution to formally establish a capitalization target for the Reserve Fund. The resolution also authorizes a supplemental contribution to the Reserve Fund. Following discussion, it was agreed to increase the amount of additional transfer from \$5,000 to \$10,000. **Jeanne Pettersen moved to approve the resolution, amending the amount of additional transfer to \$10,000 from the General Fund to the Reserve Fund. Mike Hensley seconded the motion. The motion was approved unanimously.**
5. Mike Holland reviewed the board calendar and election dates for 2022, circulated as a handout.
6. Mike Holland proposed assigning numbers to board member positions to keep track of terms. He proposed the following: Alan Cleaves – 1; Jerry Breitbach – 2; Mike Holland – 3; Jeanne Pettersen – 4; Mike Hensley – 5. The board approved by consensus the numbered board terms as a tracking mechanism.

## ANNOUNCEMENTS AND NOTICES

None.

## ADJOURNMENT

There being no other business, Mike Holland adjourned the meeting at 4:50 pm. The next regular meeting is scheduled for Tuesday, March 1, 2022 at 3:30pm.