

MEETING MINUTES

Ceres Gleann HOA Board of Directors
October 25, 2022
3:30 PM
Ceres Gleann Clubhouse, Dallas, Oregon

Approved January 3, 2023

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 and Jeanne Pettersen.
A quorum of the Board was present.

Minutes: **Alan Cleaves moved to approve the draft minutes of the September 6, 2022 meeting. Jeanne Pettersen seconded the motion. The motion was approved unanimously.**

COMMITTEE REPORTS

Architectural Review Committee: Joyce Cramer reported that the committee is making changes to the ARC manual and considering how they will provide notice to homeowners.

Landscape Committee: Jerry Breitbach reported that Mike and Gaye Stewart put the finishing touches on the Gazebo project. He encouraged everyone to look at the new space.

Finance Committee: Emily Cleaves announced that Debby Kliever will be handling reimbursement requests for the finance committee.

Community Facilities Committee: Doug Taylor reported that the Gazebo is being cleaned; Jack Carlisle is cleaning and painting the benches; the committee has ordered new US flags. He also announced that he is looking for a volunteer to help with the sound equipment.

Communications Committee: No report.

Garden Committee: Valerie Beuck reported that everything is getting wrapped up for the season. There will be a few garden plot openings for next year.

OLD BUSINESS

1. The board was presented with the 2023 budget, homeowner assessment schedule and a resolution for adoption. Mike Holland announced that there will be no change to the assessments for next year. The budget includes a \$25,000 transfer to the reserve fund, which exceeds capitalization target. He explained that should be helpful in anticipation of cost increases. Emily Cleaves noted that there were very few changes from the preliminary budget. She reviewed the changes made to utilities. The budget will be posted on the Ceres Gleann website upon board approval. **Alan Cleaves moved to approve the 2023 HOA budget and homeowner assessment schedule as presented. Jeanne Pettersen seconded the motion. The motion was approved unanimously.**
2. Mike Holland presented a series of resolutions relating to House Bill 2534, passed, and signed into law, requiring Homeowner Associations to affirm they do not unlawfully discriminate. The Ceres Gleann attorney reviewed the CC&R's and found only one area of non-compliance. The Community Facilities Committee rules needed to be amended to allow for service animals for people with disabilities. The board considered the first resolution to approve the revised rules. **Mike Hensley moved to approve the resolution as presented. Alan Cleaves seconded the motion. The motion was approved unanimously.** The second resolution established a process for homeowners with a disability to request the waiver or modification of a rule or policy. Mike Holland explained that the Ceres Gleann attorney strongly suggested this as the HOA does not have a formal

process for accommodating disability waiver requests. **Jeanne Pettersen moved to approve the resolution as presented. Jerry Breitbach seconded the motion. The motion was approved unanimously.** The third resolution established a process for private complaint hearings. This action was recommended by the attorney as an option where there may be legitimate concerns over private or sensitive health, financial, familial, or other sensitive issues. **Alan Cleaves moved to approve the resolution as presented. Jeanne Pettersen seconded the motion. The motion was approved unanimously.** The fourth resolution was the formal affirmation of compliance with Section 4, Chapter 67, Oregon Laws 2021. Mike Holland explained that this was the final, necessary step to affirm that the Board has completed the required review, made the changes in its binding governing documents, and declares itself in compliance with Section 4, Chapter 67, Oregon Laws 2021. **Mike Hensley moved to approve the resolution as presented. Alan Cleaves seconded the motion. The motion was approved unanimously.**

3. Mike Holland reported that the attorney made two additional recommendations regarding House Bill 2534 and asked the board's interest in pursuing further: **1) should policies refer to "residents" rather than "homeowners" and 2) should Architectural Review Committee rules be revised to reference more objective standards. Following discussion, the board, by consensus, opted not to pursue these two issues at this time.**

NEW BUSINESS

1. Mike Holland presented recommendations for committee chairs: Jen Jackson as co-chair for the Communications Committee, Debby Kliever as co-chair for the Finance Committee and Joyce Cramer as chair of the Architectural Review Committee. **Mike Hensley moved to accept the recommendations as presented. Alan Cleaves seconded the motion. The motion was approved unanimously.**

ANNOUNCEMENTS AND NOTICES

Mike Holland announced the next board meeting is scheduled for January 3rd, 2023. He hopes to have insurance quotes to review and a discussion about landscaping agents.

Linda Holland suggested homeowners consider not having their lawns mowed if the ground is saturated with water as the mowers can leave ruts in the soft ground.

BOARD MEMBER COMMENTS

Alan Cleaves announced that the Architectural Review Committee is looking for volunteers. It was noted that the Finance Committee is also seeking volunteers.

ADJOURNMENT

There being no other business, Mike Holland adjourned the meeting at 4:25 pm. The next regular meeting is scheduled for Tuesday, January 3, 2023, at 3:30pm.