

MEETING MINUTES

Ceres Gleann HOA Board of Directors
September 1, 2020
3:30 PM
Ceres Gleann Clubhouse, Dallas, Oregon

Approved November 3, 2020

PRELIMINARY BUSINESS

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

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

Minutes: **Alan Cleaves moved to approve the July 7, 2020 draft meeting minutes as presented. Jeanne Pettersen seconded the motion. The motion was approved unanimously.**

Agenda Modifications: Mike Holland added committee appointments to new business.

COMMITTEE REPORTS

Architectural Review Committee: Mike Holland reported 2 resignations from Norm Stephens and Barbara Connell.

Landscape Committee: Jerry Breitbach reported that the committee is working on a landscape contractor performance survey which will be attached to the November newsletter. In regards to recent questions about street trees, the committee is working to ensure the landscape manual lines up with city regulations.

Finance Committee: Barbara Powell reported that the committee met last month and reviewed the 2nd quarter financials. Everything is on target with the budget; expenditures and revenues are on schedule.

Community Facilities Committee: Dave Price reported that Leann Long has joined the committee, taking the position held by Shirley Jones.

Communications Committee: Barbara Kerr was unable to attend the meeting, but provided a written report in advance that was circulated as a handout.

Garden Committee: No report.

OLD BUSINESS

1. The board considered the second reading of the proposed amendments to the Community Facilities Committee Rules, circulated as a handout. Dave Price explained that rule #22 was changed to include the borrowing of tables and chairs to be used in homeowner homes; rule #24 was changed to allow the outdoor use of specifically designated inside furniture with CFC approval. He also noted that the references to "committee" following "CFC" on rules 22 and 24 be deleted to avoid redundancy. Following discussion, **Mike Hensley moved to approve the changes to the Community Facilities Committee Rules as presented with the changes noted. Jerry Breitbach seconded the motion. The motion was approved unanimously.**

NEW BUSINESS

1. Mike Hensley reviewed the changes made to the reserve study project scheduling, circulated as a handout. He explained that he worked with Gary Smith to evaluate the reserve study findings and modified the scheduled replacement/repair dates to a more reasonable and practical time frame. The draft will be reviewed and considered for approval at the next meeting.
2. Barbara Powell reviewed the 2020-2021 draft budget, circulated as a handout. She explained that only a few minor changes were made over last year's budget. She proposed adding a \$500 budget line item under Community Facilities for miscellaneous repair and maintenance, to which CFC concurred. There was some

further discussion regarding the landscape budget. The board will review and approve the final budget at the November meeting.

3. The board considered a proposal to post draft Board meeting minutes in the newsletter or AR's prior to their approval at a regular Board meeting. It was agreed by consensus to post draft minutes that are clearly marked as draft.
4. Alan Cleaves reported that ARC does not yet have an individual ready to be submitted for board consideration as ARC chair. As such, the appointment was tabled.
5. Valerie Beuck presented a proposal from the Garden Committee (and approved by ARC) to place an arbor in the community garden to honor Bob Wilson. Following discussion, **Alan Cleaves moved to accept the Garden Arbor proposal. Mike Hensley seconded the motion. The motion was approved unanimously.** The board subsequently discussed developing a naming policy. Mike Holland will draft a proposal for board review at a future meeting.
6. Mike Holland explained that a letter from the landscape contractor, DeSantis, regarding price increases to offset COVID economic impacts, was sent in error. The HOA has a multi-year contract. DeSantis has asked that the HOA pay quarterly in lieu of monthly. Following discussion, **Jeanne Pettersen moved to allow DeSantis to retain any early payment premiums and to begin paying DeSantis on a quarterly basis. Further, for 2021 only, to pay DeSantis an additional 2% in recognition of increased costs due to the pandemic. All other features of the contract shall be unchanged. Alan Cleaves seconded the motion. The motion was approved unanimously.**
7. The board considered committee appointments for Jean Rogers for Communications Committee and LeRoy Rogers for Landscape Committee. Following discussion, **Alan Cleaves moved to approve the appointments of Jean Rogers and LeRoy Rogers. Jeanne Pettersen seconded the motion. The motion was approved unanimously.**

BOARD MEMBER COMMENTS

Mike Holland noted that the board will finalize the reserve study and budget at the November meeting.

ADJOURNMENT

There being no other business, Mike Holland adjourned the meeting at 5:48pm. The next regular meeting is scheduled for Tuesday, November 3, 2020 at 3:30pm.

*These minutes were corrected at the November 2020 Board Meeting to note that Mary Ann Breitbach has been appointed to ARC and Valerie Beuck has been appointed to the Communications Committee.