

Charbonneau Country Club Board of Directors  
Minutes of the Special Meeting  
December 18, 2018 – 1:30pm

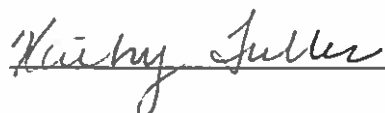
A special meeting of the Charbonneau Country Club Board of Directors, an Oregon nonprofit corporation, was called by consent of the board at the Charbonneau Clubhouse in Wilsonville, Oregon.

**Board Directors Present:**

**Visitors / Staff:**

|                                   |                      |                                     |
|-----------------------------------|----------------------|-------------------------------------|
| <b>Tony Holt, President</b>       | <b>Kamran Mesbah</b> | Kim Hosford                         |
| <b>Kathy Harp, Vice President</b> | <b>Levi Smith</b>    | Jim Meierotto                       |
| <b>Lindy Anderson, Treasurer</b>  | <b>Pat Tewell</b>    | Rick Schram                         |
| <b>Kathy Fuller, Secretary</b>    | <b>Larry Walker</b>  | Heather Coston, Outreach Consultant |
| <b>Bob Harland</b>                |                      |                                     |

- I. **Call to Order:** Vice President Kathy Harp called to order the special meeting on December 18, 2018 at 1:30pm.
- II. **Purpose of the Special Meeting:** This meeting was called for the board to interview potential outreach consultant, Heather Coston, and to discuss contracts related to the First Phase of Design for the Clubhouse Expansion.
- III. **Recognition of Visitor:** Heather Coston, private consultant.
- IV. **Interview:** Heather Coston reviewed her past experience as an outreach consultant and reviewed her Communications and Community Engagement Proposal. Heather answered questions posed from board members and participated in the discussion. She left the meeting at 2:15pm. The board discussed hiring Heather as an outreach consultant, Kamran Mesbah made the motion to hire Heather Coston as a community engagement and outreach consultant. Pat Tewell seconded the motion. Additional board discussion followed. The motion passed unanimously.
- V. **Contracts Related to the First Phase of Design for Clubhouse Expansion:** Bob Beauchemin, BC Group, submitted additional contracts to Kathy Fuller that she then presented to the board which are needed before Access Architecture can begin their work on the schematic drawings. These contracts were not part of the motion that was approved for Access Architecture in the amount of \$22,000 at the December 11, 2018 board meeting. Kathy Fuller made the motion to approve a contract with Redmond Geotechnical Services for \$7,200 - \$7,500 pending legal review and with no work to occur until Heather and Access Architecture coordinate scheduling. Larry seconded the motion. Board discussion ensued. The motion passed with 7 members approving the motion and 2 members opposing the motion. Kathy Fuller made a second motion to approve the contract with Harper Houf Peterson Righellis, Inc for \$10,700 pending legal review and with no work to occur until Heather and Access Architecture coordinate scheduling. Tony Holt seconded the motion. Board discussion ensued. The motion passed with 6 members approving the motion and 3 members opposing the motion.
- VI. **Adjournment:** There being no other business to come before the board, the meeting adjourned at 2:50pm.

 \_\_\_\_\_, Kathy Fuller, CCC Secretary