

Charbonneau Country Club Board of Directors
Minutes of Special Meeting
April 6, 2018 – 1:30pm

A special meeting of the Board of Directors of the Charbonneau Country Club, an Oregon non-profit corporation, was called by the president, Tony Holt, at the Charbonneau Clubhouse in Wilsonville, Oregon.

Present:

Guests present:

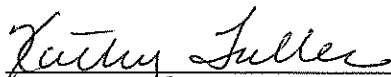
Staff:

Tony Holt, President	Jim Greene	Mark Watson, Cushman & Wakefield	Kim Hosford
Kathy Harp, Vice-president	Bob Harland	Bob Beauchemin, BC Group	Rick Schram
Kathy Fuller, Secretary	Kamran Mesbah	Timon Manongi, BC Group	Susie Stevens
Bobbie Fisher	Pat Tewell	Larry Walker, Resident	
Lindy Anderson - excused			

- I. Call to Order:** President Tony Holt called the meeting to order at 1:30pm.
- II. Purpose of the Special Meeting:** President Tony Holt said a special meeting of the Board was called to hear BC Group's presentation on the inspection report results and any recommendations regarding the possible purchase of a building in the Village Center, commonly known as the restaurant building. Introductions commenced.
- III. Restaurant Building Inspections:** Bob Beauchemin and Timon Manongi of BC Group reviewed the inspection reports. Bob noted there are no existing drawings of the complete building. An addition was built in 1985, but the original 1973 drawings were not updated to include the addition. Bob summarized each report. Highlights included, deck and gutter issues, poor condition of flat roof, two of the HVAC units need replacing, issues with the occupancy permit, and the age of the electrical panels, which appear to be from the 1973 original construction. It was also noted the plumbing was in good shape, there were no environmental issues except for a small amount of asbestos, and there was no pest infestation. There was a discussion about ADA requirements and an upcoming meeting with City of Wilsonville staff to determine occupancy permit and code requirements. Most concerning was evidence of extensive water penetration in the building envelope. Bob said the inspection company recommended a complete rehabilitation of the exterior, including windows, as opposed to target area repairs.
- The board discussed the need to have estimates for necessary repairs and more time to resolve the occupancy permit issue. There was a proposal to request an extension of the contingency date to be able to have time to gather this information. The board directed Mark Watson to request a ten business day extension on the due diligence period, citing a need to determine occupancy permit issues and additional time to get repair costs. It was also agreed to hold a special meeting on April 13th at 1:30 for a presentation on cost estimates from Jake Sly at R & H Construction. Bob Beauchemin said he would arrange to have Jake attend the meeting on April 13th.

There being no other business to come before the board, the meeting adjourned at 3:05pm.

Respectfully submitted



Kathy Fuller, Secretary, CCC Board of Directors