

Charbonneau Country Club Board of Directors
Minutes of the Monthly Meeting
October 8, 2019 – 2:00pm

A meeting of the Charbonneau Country Club Board of Directors, an Oregon nonprofit corporation, was called by President Kathy Harp at the Charbonneau Clubhouse in Wilsonville, Oregon.

Board Directors Present:		Staff:	Visitors:
Kathy Harp, President	Gary Newbore	Kim Hosford	Eric Torkelson, LaPorte Agency
Gene Tish, Vice-President	Levi Smith	Jim Meierotto	48 residents in attendance
Lindy Anderson, Treasurer	Steve Switzer, by phone	Karen Pratt	
Pat Tewell, Secretary	Anne Shevlin, excused	Property Manager: Rick Schram	
John McLain			

Call to Order: President Kathy Harp called the October 8, 2019 meeting to order at 2:05pm. The meeting was moved into the Dining Room as there were not enough seats in the Lounge to accommodate the visitors present.

There were no changes to the Agenda.

Approval of Meeting Minutes:

- President Harp asked if there were any changes to the September 10, 2019 meeting minutes. Two revisions were submitted prior to the meeting. With those corrections to the minutes, they were approved.
- President Harp asked if there were any changes to the September 30, 2019 Special Meeting minutes. Pat Tewell had been omitted from the attendance list. With that correction being made, the minutes were approved.

As visitors entered the room they were asked to sign in and note if they would like to make a statement at the beginning of the meeting. Forty-eight residents were in attendance and 9 of those residents made a statement before the board.

Standing Committee Reports:

- **Lindy Anderson, Treasurer:** Lindy noted that most of the work has been completed in the RV Yard for this year. The Marina repairs and maintenance line item will need to be watched for the rest of the year.
- **Asset Management:** In the absence of Anne Shevlin, Director of Asset Management, Rick Schram, Property Manager, reported that the motor on the ice machine located in the kitchen expired and was replaced today at a cost of \$3,330 which was fully funded from the reserve account. He noted that the air conditioning units at the country club clubhouse were installed in 1981 and are in need of replacement, which would cost approximately \$50,000. This replacement would be fully funded from the reserve account. The ice maker located in the Card Room is currently out of order and will be repaired next week. Jim Meierotto stated that CCC has a very healthy reserve funding system in place.

CCC Insurance Policies, Eric Torkelson, LaPorte Insurance: Eric Torkelson reviewed the current insurance policies held by CCC. Gary Newbore made a motion to not renew the vacant property insurance on the Annex building. The motion was seconded and passed unanimously. The Annex will still be covered by liability insurance.

Recording Board Minutes, Jim Meierotto: Jim stated he received complaints that a resident was secretly recording the September Board meeting. This is in certain cases illegal and will not be allowed in future meetings. He recommended for

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anyone wishing to record a meeting to refer to ORS 165. Jim also asked Board Directors, when possible, to submit motions to staff before board meetings to help with accurate motion recording in the meeting minutes.

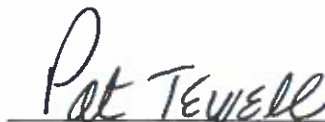
2020 Draft Budget, Kathy Harp and Jim Meierotto: President Harp and Jim reviewed the draft budget for 2020. After board discussion President Harp moved to increase the CCC monthly dues to \$12 a month per residence; \$10 each month will be allocated to the capital improvement fund and \$2 each month will be allocated to the general budget expenses. The motion was seconded and passed unanimously.

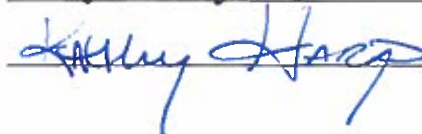
Board Meeting Community Input, Kathy Harp: President Harp said that, starting in November, Board Directors will meet 30 minutes before the board meeting begins to hear residents' comments. Each resident will be allowed 3 minutes to share their comments.

The board moved into executive session to discuss personnel matters at 3:32pm.

At 4:58pm the board reconvened the regular session. Lindy moved to approve an increase of 7% in wages to Jim Meierotto, Kim Hosford and contractor Rick Schram; and a 6% wage increase for Karen Pratt as well as 50% of the benefit package to go into an HSA type account, to be determined by the general manager, in lieu of health insurance coverage. The motion was seconded and approved unanimously.

Adjournment: No other business came before the board. The meeting adjourned at 5:00pm.

 , Pat Tewell, CCC Secretary

 , Kathy Harp, CCC President