

Charbonneau Country Club Board of Directors
Minutes of a Special Meeting
December 8, 2020 – 2:00pm

A special meeting of the Charbonneau Country Club Board of Directors, an Oregon nonprofit corporation, was called by President Gene Tish via audio/video conferencing in Wilsonville, Oregon.

Board Directors Present:

Staff:

Gene Tish, President	John McLain	Jim Meierotto, General Manager
Gary Newbore, Vice President	Linda Owen	Kim Hosford
Lindy Anderson, Treasurer	Anne Shevlin	Jennifer Waggoner
Pat Tewell, Secretary	Steve Switzer	Rick Schram
Jim Gibbons		

Call to Order: President Tish called the December 8, 2020 special meeting to order at 2:01 pm, stating for the record that the meeting was being convened in accordance with the Coronavirus Resolution passed on April 7, 2020 regarding audio conferencing for Board meetings. President Tish welcomed visitors who attended the meeting via audio and video conferencing.

Review of Agenda: President Tish stated that the only agenda item was consideration of facilities operation policy recommendations, noting there were minor variations between the recommendations of the Asset Management Committee and the Executive Committee. He expressed hope that the Board's consideration of these issues would move past positions and focus instead on interests to be protected.

Consensus was Reached on the Following Issues:

- Edith Green Park and the RV Lot can remain open. The Marina is closed for the season.
- **Exercise Room:** The exercise room will remain closed per the Governor's order. The exercise equipment will not be relocated to the Pavilion as earlier suggested per the recommendation of the equipment manufacturer and security concerns.
- **Tennis Courts:** Per the Tennis Club Board, the outdoor tennis and pickle ball courts will remain open to Tennis Club members, and the indoor tennis Courts will remain closed. This action is approved by this Board.
- **Library:** The library will remain open to 1 person at a time during normal business hours. Appointments are suggested but not required.
- **Pavilion:** The Pavilion is open for use by reservation only. Seating is limited to 6 people (and only two households) per table. Events are limited to 50 people with restrooms open to 1 person at a time through the front door of the clubhouse. Restroom use after business hours requires advance arrangements for a monitor.
- **Clubhouse Kitchen:** If someone requests the use of the kitchen it will be considered on a case-by-case basis. Consistent with established policy, only approved caterers, such as The Turn, will be considered.
- **Staff:** All staff will continue to maintain their normal office schedules (in the office during normal office hours), unless a different schedule is approved by both the General Manager and the President. Workplace protective equipment requests will continue to receive a high priority. Staff will continue to comply with sanitation and other safety protocols established by the General Manager and approved by the President.

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- **Clubhouse:** The Clubhouse is closed for all entertainment, dining and exercise events and activities. The staff will continue working, but the office area is closed to residents and the public. Limited small meetings will still be allowed in the cardroom and/or dining room. They will generally be limited to 3 people working on Board or Board Committee business, but special requests can be submitted. Social distancing and other established safety and sanitation protocols will be enforced.

Adjournment: No other business came before the board. The meeting adjourned at 3:14pm.

Pat Tewell, Pat Tewell, CCC Secretary