

Charbonneau Country Club Board of Directors
Minutes of the Monthly Meeting
February 2, 2021

A 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, Property Manager
Jim Gibbons		

Call to Order: President Tish called the February 2, 2021 meeting to order at 2:02pm and stated that this meeting is convened in accordance with the Coronavirus Resolution passed on April 7, 2020 regarding audio conferencing for board meetings. President Tish welcomed eleven guest who joined the meeting via audio and video conferencing.

Review of Agenda:

There were no changes to the Agenda.

Approval of Meeting Minutes:

Director Anderson motioned to approve the minutes from the January 5, 2021 Meeting as submitted. The motion was seconded and unanimously approved.

Treasurer's Report: Director Anderson gave the Treasurer's Report which updated the Board on the account balances in the operating and reserve funds and stated that the RV lot, Marina, Tennis Center and Country Club Estates are all in good financial standing.

Financial Oversight Committee: Director McLain reported that he, Jim Meierotto and Director Newbore meet with the CPA and bookkeeper to design some new oversight reports for construction work in progress. Financial oversight continues to work on financial tracking and reporting.

Paddle Club Sub-Committee: Director McLain stated that a lot is going on with the Paddle Club. They had a zoom meeting in January with all the people who signed up and are interested in renting storage space from the Paddle Club.

Activities Report: Kim Hosford updated the board on upcoming events.

Property Managers Report: Rick Schram gave an update on landscape stating that the moss/cranefly control has been applied to Country Club estates and the County Clubs lawn areas, storm cleanup is done and the Oak and Maple trees on Miley Rd have been limbed up. The fitness center is now open and has been cleaned, sanitized and all the equipment serviced.

All spaces in the RV lot have been leased and the 2021 Marina slip leasing is now open for Charbonneau residents.

Tennis Club: Kathi Gray reported that the Tennis Club has been re-opened after being cleaned and sanitized and that membership has been opened to those on the wait list.

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Architectural Control: Director Newbore stated that every year the architectural control people from each of the HOA, the Charbonneau Country Club executive committee and ACC have an annual meeting. At the meeting there is lots of discussion of common issues and common solutions. The group takes a look at the standards in the residential guide to see if any changes need to be made. The meeting will take place on February 24th.

Emergency Preparedness: Director McLain gave an update on emergency preparedness and stated they continue to prepare for resident safety in a disaster.

Civic Affairs: Director Switzer gave the board an update on the airport and how they handle complaints.

Communications: Director Switzer updated the board on the agreement with the Spokesman on the Villager.

Asset Management: Director Shevlin stated that there was a request from a resident who stores his RV in the lot asking if we might consider building covers over some of the larger RV spots and that the resident stated they would be willing to pay more for a covered spot. The committee is looking to see what it might cost and what the additional fee would be to the residents who prefer to have their RV covered.

Village Center Development Task Force: Director Shevlin made a motion that the board grant authority to her, Kathy Fuller and Jim Meierotto to go through the RFP process for fixtures, furniture, and equipment for the activity center and will bring final selection of the firm back to the board next month. The motion was seconded and passed unanimously.

Pickleball Subcommittee: Director Shevlin stated the subcommittee continues to meet and is very active.

Golf Liaison Report: Director Gibbons reported that the winter golf business has continued to be above the budget.

Legislative Update: Director Switzer gave the board an update on 2021 legislation that could affect HOA's.

Director Switzer asked that the board consider reaffirming the board's resolution to support the City of Wilsonville in their support of HB 2497. President Tish asked director Switzer to come back to the board with a specific recommendation and drafted resolution on supporting the City of Wilsonville's stance on the bill.

Director Newbore made a motion that the Board oppose the adoption of HB 2403, the motion was seconded. Director McLain asked that the motion be tabled until the next board meeting to give them time to think it through. It was moved and seconded that the motion be tabled until the next board meeting.

The motion was tabled and will be brought up at the next meeting.

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Pavilion Event Fee: President Tish made a motion that when a resident is scheduling an outside event and taking both the club house and the pavilion that the charge for the pavilion would be \$600.00 and the charge for the club house would be \$5.00 for guest and \$15.00 an hour for a monitor fee. The motion was seconded and Director Anderson asked that an amendment be made to recommend the \$600 go to the golf course. The motion passed unanimously.

Pavilion Hood and AV Project: Jim Meierotto stated that the Pavilion has been very successful, people are using it and it shows what a great asset it is.

Staff has been working on 2 projects; the city is requiring an updated hood over the cooking area and audio visual components need to be added. Jim would like the boards authorization to move money from the hood budget to the AV budget. Director Newborn made a motion to approve the construction of the audio-visual system to the pavilion and the hood and to move money from the hood budget to the audio budget with an additional \$2,270. and to proceed with executing the project.

Columbia Bank Update: Director Newbore updated the board on the bank documents and should be able to ask for a resolution in a to approve the documents.

Manager Report: Jim Meierotto thanked Rick Schram for meeting with Pacific Landscape about the property and getting Pacific Landscape to do a better job of cleaning up the landscape.

Jim Meierotto asked the board to for approval to renew the 2-year license agreement for the Wagoner Family. Director McLain motioned that the license be renewed for another 2 years. It was seconded and passed unanimously.

Jim Meierotto updated the board on the opening of the fitness center and the event center.

President's Report: Director Tish let the board know that he will be stepping down as president and had a few parting words of advice to offer.

The next regular board meeting will be held on March 2, 2021, at 2 pm via audio and video conferencing.

Adjournment: No other business came before the Board. The meeting adjourned at 4:40 pm.

Pat Tewell, Pat Tewell, CCC Secretary

