

Charbonneau Country Club Board of Directors
Monthly Meeting Minutes
March 7, 2023

The regular monthly meeting of the Board of Directors of the Charbonneau Country Club, an Oregon non-profit Corporation, was called to order by President Gary Newbore in Wilsonville, Oregon, on January 3, 2023

Board Directors Present:

Gary Newbore, President	Anne Shevlin
Kathy Harp, Vice President -	John McLain
Excused	
Lindy Anderson, Secretary	Larry Walker
Linda Owen, Treasurer	
Jim Gibbons	

Staff:

Jim Meierotto, General Manager
Jennifer Waggoner

Jeanette Winkler
Claudia Vidal
Rick Schram

Call to Order:

President Newbore Called the meeting on said date to order at 2:00pm.

Review of the Agenda:

No Changes were made to the agenda.

Approval of Meeting Minutes:

A motion was made to approve February 7, 2023, Monthly Board Meeting minutes with two changes to John McLain's name on page 1. Corrections have been made. The motion was seconded and approved.

A motion was made to approve the February 21 special meeting. The motion was seconded and approved.

Standing Committee Reports:

Treasurer's Report:

Treasurer Linda Owen reported on the January 2023 Financials. She stated that all areas are in the green and in good condition.

Sports Center Manager Report:

Sports Center Manager Donna Roisom was unable to attend the meeting. General Manager Jim Meierotto gave an update on the number of USTA Teams we currently have, Tennis Members and Pickleball Members.

Financial Oversight Committee:

Director John McLain gave a verbal report on financial forecasting for this board and future boards and what that might look like.

Activities:

Activities Coordinator Janette Winkler gave a verbal report on past and upcoming events.

Property Management:

Property Manager Rick Schram reported that Pacific Landscape was supposed to start spreading bark on the first of the month, but with the weather changes, it's scheduled to start on March 28th.

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The water features at both entrances are still off and will be back up and running once the irrigation is turned back on.

The stove and convection oven have been replaced at the Event Center.

Emergency Preparedness and Safety Committee (EPPS):

Sandy Batte gave an update on what's been happening with the EPPS committee. A meeting has been scheduled with some security vendors to give proposals on what they think security should look like around Charbonneau. They have been meeting with and getting feedback from all the HOA's to see how they feel about security in our community. The generator is here and is being stored in the RV Lot. It's been tested and keeps the ground floor of the Activity Center running, so in the case of an emergency, energy will be supplied for emergency purposes.

General Manager Jim Meierotto reported that the solar panels are up and running, and we are just waiting for PGE to do net metering and get the inspection done.

Civic Affairs:

President Newbore gave a verbal report on Tolling, and currently, the legislature has three bills on tolling.

Senate Bill 4, called the chip bill, would encourage chip manufacturers to come to Oregon and allow the governor the authority to ignore land use laws.

Communications:

Director Larry Walker reported receiving a few telephone calls from some people asking where's my Villager. The February Villager was late due to the fact that February is a short month, and the post office doesn't have to make bulk mail a priority.

The communications committee continues to work on a communications plan.

Asset Management:

Director Anne Shevlin gave a verbal report on permits for the marina, Edith Green Park, the residing project of the clubhouse, and the building over the outdoor tennis courts are all in various stages of permit review with the city.

Golf Club Liaison:

Director Jim Gibbons gave a verbal report on the golf course.

Country Club Estates

Director Lindy Anderson had nothing new to report.

Multiple Days Event Rental Policy:

General Manager Jim Meierotto presented a draft copy of the policy to the board. The policy was discussed at the February special meeting, and edits were made. This is only for multiple-day rentals of the clubhouse, not the activity center, with a limit of three consecutive days, including set-up and break-down at a cost of \$2,500.00 per day and the cleaning fees at \$75.00 per hour. The staffing fee would be during the event hours.

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Adding the Pavilion would be an additional \$600.00 per day. The lounge would not be available for rental for those three days without prior approval, and the event will not compete with other Charbonneau events.

A motion was made to accept the multi-day event rental policy as submitted. The motion was seconded and passed.

General Managers' Report:

General Manager Jim Meierotto gave a verbal report updating the board on the lounge at the Event Center, and work is being done to create a really good game room in the former board room at the clubhouse. It has a pool table and ping pong, and we are looking at purchasing a shuffleboard table. A door will be punched between the lounge and the Market Café so you can get food and drink.

An employee in the Villager Center requested to use the gym temporarily. They are a non-resident but have some allegiance here to the Villager Center. One option would be to set up a temporary membership for business owners and members of the Village Center and have it at a higher rate for a limited time, say 6 months maximum, and approach it that way or say it's only open to Charbonneau Members and CCC staff. The board discussed setting up a temporary non-resident membership. President Gary Newbore asked that a policy be drawn up for the board to review.

Presidents Report:

President Gary Newbore talked to the board about Third Friday protocol: Board Members should wear name tags, board members to sit at different tables, the board will be introduced, and the President will give a short speech then call each table to go through the line for food.

Public Comment:

An open public session commenced, and residents provided their input, questions, and comments to the Board. The Board answered questions and engaged with the residents throughout the public comment session. Regarding the managers' report discussion, many residents expressed concerns over the demand on the gym and opening it up to nonresidents.

Unfinished Business:

The board had no unfinished business.

New Business:

The board had no new business.

Adjournment

President Gary Newbore Adjourned the meeting at 3:09pm.

 Linda Dunderman CEC Secretary

