

Charbonneau Country Club Board of Directors
Monthly Meeting Minutes
October 7th, 2025

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 Kathy Harp in Wilsonville, Oregon, on October 7th, 2025.

Board Directors Present:

Kathy Harp - President	Mary Fieweger
David Mauk - Vice President	Bubba Heard
Lindy Anderson – Secretary	John McLain
Linda Owen - Treasurer	Alice Galloway - Excused
Joe Brouillette	

Staff Present:

Jim Meierotto
Claudia Vidal
Neil Kennedy
Rick Schram
Donna Roisom

Call to Order: President Kathy Harp called the meeting to order at 2:00pm.

Review of the Agenda:

No changes

Public Comment:

An open 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.

Approval of Meeting Minutes:

President Kathy Harp asked if there were any corrections to the August 5th meeting minutes. President Harp stated that (as per Roberts Rules), there being no corrections, the minutes are approved.

President Kathy Harp asked if there were any corrections to the September 2nd work session minutes. President Harp stated that (as per Roberts Rules), there being no corrections, the minutes are approved.

Standing Committee Reports:

Committees submit meeting minutes and/or reports for the Board Packet. The most recent versions of these reports are available on our website. Current account balances and upcoming activities are presented on the screen during the meeting.

Emergency Preparedness:

Director Bubba Heard moved for approval to accept Jim Teague as a member of the EPPS Committee. The motion was seconded and passed.

Governance Task Force Formation:

The Governance Task Force was formally established with a mandate to examine internal governance and financial metrics. This task force is temporary in nature, has a specific assignment, and has no authority. Members include President Kathy Harp, Vice President David Mauk, Director John McLain, Director Joe Brouillette and General Manager Jim Meierotto.

Vice President David Mauk moved for approval of the formation of this governance task force. The motion was seconded and passed unanimously.

Sports Center Governance:

Director Joe Brouillette provided a detailed overview of the Sports Center's governance challenges, emphasizing the need for a formalized structure to ensure equitable representation and conflict resolution between tennis and pickleball communities.

Vice President David Mauk moved for approval to accept Joe Brouillette's interim role as Chair of the Sports Center Council for governance transition. The Sports Center Liaison role will be dissolved. The motion was seconded and passed.

CVCC Entrance Sign:

Secretary Lindy Anderson presented visuals and recommendations for new entrance signage at the Charbonneau Village Center. The board provided feedback, which will be presented to the CVCC Board for approval before installation.

Reserve Study:

General Manager Jim Meierotto presented the reserve study and budgeting process for both the Country Club and Country Club Estates, focusing on needs while aiming to keep dues increases minimal.

The Country Club reserve study included an 86-cent dues increase to fund \$500,000 in planned improvements, including Clubhouse restroom upgrades, HVAC systems at the Sports Center, and infrastructure maintenance. The Country Club Estates reserve study included a \$2.25 dues increase mostly due to rising pool maintenance costs.

Director Mary Fieweger moved for approval of the 2026 CCC reserve study. The motion was seconded and passed.

Director John McLain moved for approval of the 2026 CCE reserve study. The motion was seconded and passed.

2026 Draft Budget:

General Manager Jim Meierotto presented on the budget and the financial impact that comes with the increased assets and amenities. We are anticipating at this time an increase of \$5-6 per month per household which includes operations projections, capital improvement, and reserve study. The big drivers are reserve study, repairs and maintenance, irrigation, tree work and landscape, electricity, insurance, and security. The board will be voting next month. For Country Club Estates residents, local dues are anticipated to be increasing about \$6 per month per resident.

Public Comment:

An open 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.

Unfinished Business:

Director Bubba Heard moved for approval to add Lee Harker back onto the standing committee list, under Asset Management. The motion was seconded and passed.

New Business:

The Board has no new business.

Executive Session:

President Kathy Harp stated that the board is moving into executive session at 3:04pm.

President Kathy Harp called the board meeting back to order at 5:06pm.

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Adjournment:

President Kathy Harp adjourned the meeting at 5:06pm.

Lindy Anderson, CCC Secretary

