

Charbonneau Country Club Board of Directors  
Monthly Meeting Minutes  
November 4<sup>th</sup>, 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 November 4<sup>th</sup>, 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
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 October 7<sup>th</sup> meeting minutes. She stated the final sentence in the draft minutes needed to be revised to read, “The board will be voting next month. For Country Club Estates residents, local dues are anticipated to be **increased** \$6 per month per resident.”

Jim confirmed the edit was made.

Vice President David Mauk moved for approval of the revised October 7<sup>th</sup> meeting minutes. The motion was seconded and passed.

**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.

**Communications:**

Director Alice Galloway moved for approval to accept Virginia Jorgensen as a member of the Communications Committee. The motion was seconded and passed. Tom Kells has stepped down.

**Emergency Preparedness:**

Director Bubba Heard presented the need for an administrative support staff to join the EPPS committee. This person would dedicate an average of 1 hour a week to making copies, as well as updating forms and such. Decision was delayed until the January meeting to allow time to carefully consider how to delegate this responsibility.

### **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 approximately \$500,000 in 2026 planned improvements, including the Sports Center remodel, its west wall siding, the HVAC systems and infrastructure maintenance, and Clubhouse restroom upgrades.

The Country Club Estates reserve study included a \$2.25 dues increase, mostly due to rising pool maintenance costs.

Director John McLain 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.

### **Capital Improvement Budget:**

Jim Meierotto presented the capital improvement budget and the importance of keeping a healthy threshold. The main focus in 2026 will be repairs and maintenance, replacing garage sale signs, and irrigation repairs. This capital budget can be amended throughout the year if any major projects need to be done.

Director John McLain moved for approval of the 2026 capital improvement budget. The motion was seconded and passed.

### **2026 Operations Budget:**

Jim Meierotto presented the draft budget and the need of a dues increase of \$5 per month, per residence. This makes CCC HOA assessments \$124 per month, per residence. For Country Club Estates neighborhood dues, there will be an additional \$6 per month, per residence. This makes CCE combined HOA assessments \$190 per month, per residence. For Fairway Estates, there will be an additional \$1 per month, per residence for pool use. This makes their combined HOA assessments \$171 per month, per residence.

Director John McLain moved for approval of the 2026 CCC operations budget. The motion was seconded and passed.

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

### **EPPS Ham Radio Antenna Update:**

Ham radios can help fill the void in case of an emergency. The executive committee of the architectural control committee has approved the installation of a Ham radio antenna at Pat Hickman's home. The request came from the EPPS committee and will be used in case of emergency. If Mr. Hickman were to sell his home, the antenna would be removed.

### **Collections Resolution:**

Due to the unsatisfactory legal service we have received in the collections process, we will be switching our legal team from Vial Fotheringham to Wyse Kadish.

### **Nominating Committee:**

President Kathy Harp asked the board for volunteers to establish a Nominating Committee for the CCC Board 2026 elections. David Mauk, Lindy Anderson, and Bubba Heard have volunteered to be on the Nominating Committee.

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**Unfinished Business:**

The Board has no unfinished business.

**New Business:**

The Board has no new business.

**Adjournment:**

President Kathy Harp adjourned the meeting at 3:25pm.

Ginny Anderson, CCC Secretary

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