

Charbonneau Country Club Board of Directors  
Monthly Meeting Minutes  
February 3<sup>rd</sup>, 2026

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 February 3<sup>rd</sup>, 2026.

**Board Directors Present:**

Kathy Harp - President	Mary Fieweger
David Mauk - Vice President	Bubba Heard
Lindy Anderson – Secretary	John McLain
Linda Owen - Treasurer - Excused	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 January 6<sup>th</sup> meeting 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. General Manager Jim Meierotto gave a brief explanation of the account balance at the end of December.

Director John McLain moved for approval the chairperson of each committee can define the number of committee members with approval of the Board. The motion was seconded and passed.

**Emergency Preparedness:**

Director Bubba Heard gave the Board an update that emergency texting will be going live on March 1<sup>st</sup>.

**Architectural Control:**

The Architectural Control Committee from each HOA met on January 27<sup>th</sup> to discuss the standards. Vice President David Mauk moved for approval of all the recommendations that came from the Architectural Control Committee. The motion was seconded and passed.

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**Property Management:**

General Manager Jim Meierotto is working with Property Manager Rick Schram to look at how we operate our facilities and what we can do to meet the needs of Charbonneau Country Club. Jim has been working with HR Answers to look at the Property Manager's scope of work and perhaps the addition of a part time general maintenance staff member.

Vice President David Mauk moved for approval to authorize Jim Meierotto to move forward with looking for a general maintenance position staff member. The motion was seconded and passed.

**General Manager's Report:**

General Manager Jim Meierotto gave an update on the Sports Center canopy; construction will start on February 16<sup>th</sup>. Jim and John McLain met with Bennet Porter and are excited to work with a new feature in Sage called Sage Intelligence, which will help put together dashboards for reporting financials.

**President's Report:**

President Kathy Harp announced the CCC Annual Meeting on May 20<sup>th</sup>.

**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:**

The Board has no unfinished business.

**New Business:**

The Board has no new business.

**Executive Session:**

President Kathy Harp stated that the board is moving into executive session at 2:58pm.

President Kathy Harp called the board meeting back to order at 3:47pm.

**Adjournment:**

President Kathy Harp adjourned the meeting at 3:47pm.

  
\_\_\_\_\_, CCC Secretary