

CHOA's Monthly and Annual Meeting Minutes from January 2004 to present

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CHARBONNEAU HOMEOWNERS ASSOC. BOARD OF DIRECTORS MEETING for January 14, 2004

MINUTES OF MONTHLY MEETING

6:00 pm

MEETING OF THE BOARD OF DIRECTORS OF CHARBONNEAU HOMEOWNERS ASSOCIATION, AND OREGON NON-PROFIT CORP., WAS CALLED TO ORDER BY PRESIDENT CLAIR SIMMONS. AT THE REC HALL C. WILSONVILLE, OR.

Present: Clair Simmons, Jack Derby, Franki Keefe, Gene Teel, Del Thomas, Lynda Taylor

Non Board Present: Lloyd Farnsworth, Jim Lee, Bill Brooks and Ed Viska

Approval of Minutes: Approved as written Motion: Franki Keefe 2nd: Gene Teel

President: There were 170 emergency response letter returned.

A follow up will be done on letters received, concerning the repairs in C & E.

Treasure: Three homeowners stilt behind in their association dues. A lien has been placed on Robert Cannard's home for back dues.

Budget looks good this month.

There was a motion made to transfer extra monies (\$4,500) from the general operating budget to the CHOA reserves on 12/29/03. The motion was made by Lynda Taylor and second by Jack Derby.

Pools: The renovation on the pergola for E pool has begun. F & G pools are having new tile, replace the copingstone and put in a new auto chemical feeder.

Security: Emergency form sent to all CHOA homeowners.

Landscape: Extra monies will be moved to another part of the landscape budget due to the planting of perennials in two areas of CHOA. Dale Thomas will get with Ann Higgins to make the change. Due to bad weather, Dale was not able to meet with the City of Wilsonville about the street sweeping in CHOA. He will try to meet with the city this month.

Architect: The board voted to pay half of Janice Porter's bill for water repairs underneath her home. As per letter dated 1/14/2004 half of the bill totaled \$682.06. This bill will be paid along with a "Hold Harmless" letter from CHOA, so they will not be responsible for any future water related problems.

The next meeting of CHOA will be

Adjournment:

Motion: Gene Teel

Date: February 11, 2004

Second: Franki Keef

Place: CHOA REC Hall C

Time: 7:06pm

Time: 6:00pm

CHOA BOARD OF DIRECTORS MEETING MINUTES OF February 11, 2004

MEETING OF THE BOARD OF DIRECTORS OF CHARBONNEAU HOME OWNERS ASSOCIATION, AN OREGON NON-PROFIT CORP., WAS CALLED TO ORDER BY PRESIDENT CLAIR SIMMONS, AT THE REC HALL C, WILSONVILLE, OR. at 6:00 pm.

Present: Clair Simmons, Jack Derby, Franki Keefe, Gene Teel, Del Thomas, Lynda Taylor, Carol Hansen

Absent: Bruce Stone, Betty Dixon

Non Board Present: Lloyd Farnsworth, Latimer Frazier, Georgia Thomas

Approval of Minutes: Approved as written Motion; Franki Keefe 2nd: Gene Teel

President: Road repairs will continue on Lafayette. Jack Derby and Carol Hansen have been appointed by the board to look into dissolving the trust.

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New Business: Latimer Frazier was asking about the home alarm system. Windsor Alarm monitors our home alarms. Part of the CHOA dues pays for this service.
Treasure: Letters will go out for CHOA homeowners behind in their yearly insurance premiums
Pools: N/A
Security: N/A
Landscape: Due to the storm in January \$850 was spent for clean up. Drainage work last summer has made great improvements. CCC is sharing some of the expense and work for drainage with CHOA.
Architect: Pointing and repairs are coming along. A color (893) was removed from the paint selection by mistake and will be added back to the color board.

The next meeting of CHOA will be

Date: March 1, 2004
Place: CCC Annual Meeting
Time: 7:00 pm
Adjournment: Motion: Gene Teel
Second: Carol Hansen
7:12 pm

CHOA MINUTES OF ANNUAL MEETING March 1, 2004

MEETING OF THE CHARBONNEAU HOMEOWNERS ASSOCIATION, AN OREGON NON-PROFIT CORP., WAS CALLED TO ORDER BY PRESIDENT CLAIR SIMMONS, AT THE CHARBONNEAU COUNTRY CLUB at 7:00 PM

Present: Clair Simmons, Jack Derby, Gene Teel, Del Thomas, Lynda Taylor, Carol Hanson, Betty Dixon

Absent: Franki Keefe

Non Board Present: Lloyd Farnsworth,

Approval of Minutes: Minutes accepted. Motion carried

President Clair Simmons introduced guests to the annual meeting Sean Collinson of the Clackamas County Sheriff Dept., Jay Puppo from State Farm Insurance, and K. Bartos from Garron Landscaping. Lynda Taylor and Carol Hanson have finish" their three- year term,

New Business: Art Johnson talked about the parking issue when residents have Estate sale, Sean Collinson spoke on safety and precautions. He also answered questions. Jay Puppo spoke about insurance and answered questions. There were 47 homeowner present representing 47 homes in CHOA. All ballots were unanimous votes for the three candidates names presented on the ballot. The new board members are Bruce Stone, Florence Sexton, and Lesley Halverson. A motion to close the nominations made by Art Johnson, and second by Abe Johnson. All were favor. The motion made to accept all three candidates by Georgia Thomas or second by Pat Simmons, all was in favor. Lloyd Farnsworth presented to the members a condensed version of the CC&Rs and Bylaws.

Treasure: Carol Hanson read the IRS regulation. The budget and treasures report presented to all members present. Clair Simmons made the motion to accept the annual budget report. Gene Teel seconded the motion.

Pools: Lloyd Farnsworth reported that repairs on F & G pools would be finished this year.

Landscape: Del Thomas gave the report on last years projects. Improved sprinkler coverage drainage problems, replacing broken lines, plugged heads in irrigation system and using different landscaping to save money at the entrances of CHOA streets.

CHOA Board of Directors Meeting Minutes March 10, 2004

6:00PM

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MEETING OF THE BOARD OF DIRECTORS OF CHARBONNEAU HOME OWNERS ASSOCIATION, AN OREGON NON-PROFIT CORP., WAS CALLED TO ORDER BY PRESIDENT CLAIR SIMMONS, AT THE REC HALL C, WILSONVILLE, OR.

Present: Gene Teel, Jack Derby, Del Thomas, Lesley Halverson, Clair Simmons

Absent: Florence Sexton, Frank i Keefe, Bruce Stone, Betty Dixon

Non Board present: Lloyd Farnsworth

Approval of Minutes: Approved as written Motion: Gene Teel 2nd: Del Thomas

New Business: Organization of the board was approved as proposed. Motion: Lesley Halverson 2nd: Jack Derby

President:

1. Announced that no action re: parking problems would be taken unless complaint is in writing
2. Clair did approach the accused party in question (Sandborns) and explained the problem. They agreed to remedy the situation and did so immediately. The second party in the complaint has since sold their property.
3. Changes in the Trust were discussed. Ann Higgins now must figure interest payments to individuals on a monthly basis even though the payments amount to very minor amounts. It was suggested by Clair that these payments should go into a general fund shared by all Homeowners rather than continue this cumbersome bookkeeping practice.

Treasure: The assistant treasurer, Lesley Halverson, reports that one of the homeowners who have been in arrears with monthly payments (McKays) have sold their home and paid all back dues.

Pools:

Security:

1. Landscape: Del Thomas announced that after the first two months of the this year he is \$5700 under Budget. However, this will probably be used up in March.
2. We have received a credit of \$1800 for unused annuals because of the newly installed perennial areas.
3. Del has asked Ken to submit redesign plans for two corners on Fairway Dr.
4. The corners of Lake Point Court and Fairway Dr. are on the priority list to be done soon.
5. There are 101 Linden trees, some of which have reached the end of their life cycle. Many have root problems and need trimming or removal. It would cost \$1700 to trim all of them.
6. Lloyd and Ken have identified 14 trees needing thinning (\$1100). They will not need replacing. Others may be replaced later but with noninvasive trees.
7. Trees on French Prairie belong to the city. A trade-off was agreed upon years ago so that we could avoid the required tree removal permit if we maintain them. The Country Club must approve the removal of any large trees.

Architect:

1. Paint samples were on display at the Rec Hall. There have been several phone calls re: paint choices.
2. Work on Rindone's walkway cover and addition of a golf cart door on garage has been approved.

CHOA BOARD OF DIRECTORS MEETING MINUTES OF APRIL 14, 2004

BOARD MEMBERS PRESENT: CLAIR SIMMONS, JACK DERBY, FRANKI KEEFE, GENE TEEL, DEL THOMAS, BETTY DIXON, FLORENCE SEXTON

ABSENT: BRUCE STONE, LESLEY HALVERSON

NON-BOARD PRESENT: LLOYD FARNSWORTH, JAN VISKA

PRESIDENT CLAIR SIMMONS CALLED THE MEETING TO ORDER AT 6:00 PM

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DEL THOMAS MADE A MOTION TO ACCEPT THE MINUTES AS WRITTEN WITH FRANKI KEEFE AS A 2ND. MOTION PASSED UNANIMOUSLY.

FRANKI KEEFE GAVE THE TREASURERS REPORT. SHE REPORTED THAT ROBERT CANNARD OWES CHOA \$1800 AND IS IN THE PAINTING AREAS WHICH WOULD BE ANOTHER \$1800. HE IS SUPPOSED TO BRING ANN HIGGINS A CHECK TO COVER THE LATE DUES. THE LIEN PROCEDURE WAS DISCUSSED BETWEEN FRANKI AND LLOYD FOR MEMBERS IN ARREARS. PRESIDENT CLAIR SIGNED A LETTER TO BE SENT OUT TO RESIDENTS WHO ARE PAST DUE (CANNARD AND EVA SELF).

GENE TEEL GAVE THE ARCHITECTURE REPORT. HE HAD DISTRIBUTED THE PROPER FORMS TO VARIOUS RESIDENTS. (NEW OWNERS BRAD KOPTS)

JAN VISKA CAME TO THE MEETING TO ASK ABOUT LAWN AND YARD CARE. DEL WILL COME BY THE PROPERTY AFTER THIS MEETING.

BETTY DIXON REPORTED ON SECURITY

POOL REPORT GIVEN BY LLOYD FARNSWORTH. F&G POOL IS GETTING FINISHED.

A NEWSLETTER WILL BE OUT THE 1ST OF THE MONTH WITH REPORTS ON REPAIRS AND PAINTING SCHEDULE.

FRANKI KEEFE ASKED THE QUESTION ABOUT A NEIGHBOR'S MOSSY GARAGE ROOF. GENE AND LLOYD WILL GO INSPECT IT.

CLAIR ANNOUNCED HE HAD A PHONE CALL FROM DR WHITEHEAD SAYING HE FILED A GRIEVANCE WITH THE INSURANCE COMMISSIONER. CLAIR WANTS TO MEDIATE THIS.

CLAIR AND LLOYD MET WITH JAY PUPPO (STATE FARM AGENT) ABOUT A POLICY THAT WOULD SEPARATE DIRECTORS AND OFFICERS COVERAGE.

THERE WAS A DISCUSSION ABOUT THE HOMEOWNERS TRUSTS THAT NEED TO BE RE-PROGRAMMED. CLAIR RECOMMENDED THE INTEREST BE ADDED TO INDIVIDUAL ACCOUNTS YEAR END INSTEAD OF MONTHLY. HE WILL DO MORE STUDY AND DISCUSS IT NEXT BOARD MEETING.

DEL REPORTED ON LANDSCAPING. FOR THE FIRST 3 MONTHS WE ARE \$400 UNDER BUDGET. LOTS OF PRUNING BEING DONE TO PREPARE AREAS FOR PAINTING. GARRON PRESENTED TO DEL SOME LANDSCAPING PLANS. JACK DERBY MOVED TO ACCEPT THE PROPOSAL. DEL SECONDED. THE MOTION PASSED UNANIMOUSLY

OF THE 102 LINDEN TREES IN ASSOCIATION 14 ARE IDENTIFIED FOR REMOVAL. THE COUNTRY CLUB APPROVED THE TREE REMOVAL AND GARRON WILL PUT IT OUT TO BID. JACK DERBY MOVED TO ADJOURN THE MEETING. BETTY DIXON SECONDED. MEETING ADJOURNED AT 7:20 PM

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CHOA MINUTES OF MAY 21, 2004

MEETING OF THE BOARD OF DIRECTORS OF CHARBONNEAU HOMEOWNERS ASSOCIATION, AN OREGON NON-PROFIT CORP., WAS CALLED TO ORDER BY PRESIDENT CLAIR SIMMONS, AT THE C REC HALL, WILSONVILLE, OR.

Present: Clair Simmons, Betty Dixon, Franki Keefe, Bruce Stone, Jack Derby, Del Thomas, Gene Teel, Leslie Halverson

Non-members Present: Rolf and Sandra Pagels, Jim Lee, Latimer Frazier, Sam Tosti, Lloyd Farnsworth

Minutes: Approved but will be reviewed at next meeting

Non member's comments: The Pagels talked about extending painting cycle, cost of painting and new type of paint, Latimer Frazier apologized for starting project without getting architectural approval with architectural process questions, and Sam Tosti asked if the spots of paint on his home were final coat of paint—it's just primer

Treasurers Report: Franki reported there are no delinquencies on dues, the Irwin home has sold, and the budget looks great. The Board is doing a great job working within the budget. She asked if all capital reserve projects have been paid for because the reserve fund is reaching the maximum allowable by the IRS. Are there any other projects we might do this year? Bruce suggested replacing some ageing pool furniture. A motion was made to allow Bruce \$1500 for new pool furniture. The motion was seconded and passed unanimously.

Architectural Report: Gene reported that some adjustments have been made to accommodate homeowner requests concerning painting. He suggested we send out letters concerning painting earlier next time so homeowners will have more time to make decisions. He suggested some improvements in the paint process so it will go smoother from now on. He will write suggested improvements in a letter. Del and Lloyd will meet with Latimer at 8 AM tomorrow to discuss a tree matter.

Welcoming and Security Report: Betty reported that the French Prairie light on Sam Tosti home is not functioning. She announced that her home has sold and she is resigning effective Thursday. She suggested we contact all those homeowners who have not returned the emergency contact forms sent with the last newsletter.

Landscape Report: Del reports he is ahead on budget but that will resolve itself with time. He reported on the resolution of the drainage problem by Marilyn Arrington. He had a call from Tefler about the darkness on the frontage road leading to his home. Perhaps we could mark it better or have a street light installed. Leslie asked to have the plants by her garage next to the path leading to the golf course pruned back even further to allow people to pass without scratching themselves on the plants.

Pool Report: Bruce reported that the pools will be ready for opening Memorial Day weekend. He has noticed many ants around the C pool. The Pools and building will be taken care of by an exterminator.

Presidents Report: Clair reported on the insurance companies claim from Nora England for \$150,000

Adjournment: Motion made by Bruce and second by Jack to adjourn. Motion carried.

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CHOA BOARD MEETING JUNE 17, 2004

MEETING OF THE BOARD OF DIRECTORS OF CHARBONNEAU HOMEOWNERS ASSOCIATION, AN OREGON NON-PROFIT CORP., WAS CALLED TO ORDER BY PRESIDENT CLAIR SIMMONS, AT 6pm AT THE C REC HALL, WILSONVILLE, OR.

Present: Clair Simmons, Franki Keefe, Bruce Stone, Jack Derby, Del Thomas, Gene Teel, Lesley Halverson

Absent: Florence Sexton

Non-members present: Rolf and Sandra Pagels, Lloyd Farnsworth

Minutes: Bruce reported an error on the amount of the insurance claim for Nora England for \$150,000. With corrections they passed unanimously.

Non-members comments: The Pagels were just observing and would like a copy of the paint specifications.

Treasurer's report: Franki reported that the finances are doing ok. The first check to the painter has been written and will be delivered. It was difficult to get the signature card changed to her and Clair at the bank this time. Landscape is spending ahead of budget and two homeowners are in arrears. The rest of the homeowners are paid to date.

Architectural: Gene reported that the painters would like to be completed by July 4th. A discussion followed about what to do about the wall by the foot of the F& G arbor, as it is getting rotten. Painting is doing ok except for homeowner Drummond. His home needs some repair and will not be painted until those repairs are completed. Lloyd has inspected the home and outlined those repairs to him in a letter delivered to Marty Paulson. A discussion followed about what to do about the proposed patio by Latimer Frazier-, Lloyd will make an appointment with the surveyor and someone to find the property lines. The architect committee will meet and make a decision about what to do and the timelines to complete the project or restore the property as it was. A motion was made to allow Gene to spend up to \$500 to have the surveyor show them where the property lines are. The motion passed unanimously. Gene will be gone thru next Wednesday so he wants it to be done as soon as possible. If Gene is not back by the time the appointment is confirmed, Lloyd will ask Jack to accompany him. The board wants the property to be restored within thirty days of the delivery of an official notice to Latimer.

Clair announced that he has asked Jack to serve as Welcoming committee Chairman.

Landscape: Del reports that he has spent ahead on budget because some projects have been completed ahead of time. He reported that the tree project on Boones Bend to remove 14 trees has been revised to remove only those trees that the adjacent homeowners have signed an action/response form to that effect. So far all affected homeowners haven't been contacted and forms signed except three. Those homeowners will be contacted this coming week. Clair will talk with Art Johnson about the project. Del received a request for information from the Country Club about our irrigation filtration system and has completed the form and delivered it back to the Country Club. A discussion followed

Security: Jack discussed the Country Club security.

Pools: Bruce reported that he has received no complaints about the pools. He thanked the Pagels for their contribution of glass tables and resin chairs to the pools areas. Lloyd reported that the pool monitor for the B Pool (Bob Christiansen) would like to have the B spa acid washed to improve its

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appearance. It would cost about \$250.00. A motion was made to allow Bruce to use \$250 to have the wash done. The motion passed unanimously.

Gene reported that the Country Club might hire a TV satellite installation company to do sighting for satellite dishes for all Charbonneau. Gene will research and report at the next board meeting.

President's report: Clair reported that the Nora England claim has been settled for \$80,000 and State Farm wants a copy of our grounds maintenance contract to look for ways to recover some of the claim money. Lloyd reported on the cost of the suggested changes to the D&O part of our State Farm insurance policy. The cost would be \$941. A motion was made to give Clair the authority on behalf of the Association to spend \$941 to make the changes.

A motion was made and seconded to adjourn. The vote was unanimous and the meeting adjourned at 7 pm.

CHOA MINUTES OF MONTHLY BOARD MEETING JULY 21, 2004

MEETING OF THE BOARD OF DIRECTORS OF CHARBONNEAU HOMEOWNERS ASSOCIATION, AN OREGON NON-PROFIT CORP., WAS CALLED TO ORDER BY PRESIDENT CLAIR SIMMONS, AT THE C REC HALL, WILSONVILLE, OR AT 6: 15 PM.

Present: Clair Simmons, Franki Keefe, Bruce Stone, Jack Derby, Del Thomas, Gene Teel, Leslie Halverson, Florence Sexton

Non-members Present: Rolf and Sandra Pagels, Lloyd Farnsworth

Minutes: Approved unanimously

Treasurers Report: Franki reported there is no accounts receivable over 30 days old.

Architectural Report: Gene reported that some adjustments have been made to accommodate homeowner requests concerning painting. He suggested we send out letters concerning painting earlier next time so homeowners will have more time to make decisions. He suggested some improvements in the paint process so it will go smoother from now on. He will write suggested improvements in a letter.

Del and Lloyd will meet with Latimer at 8 am tomorrow to discuss a tree matter.

Landscape Report: Del reports that the landscape was \$16,000 under budget as of the end of June. Moving ahead on pruning and removing trees. Projects adequately covered in reserves.

Pool Report: Lloyd reported on pools. Bruce Stone is sending out a letter to homeowners about breaking pool rules.

Lloyd asked when to prepare to send out a newsletter. We're about due. It was decided to send one the first of September.

Adjournment: Motion made and seconded to adjourn at 7:30PM

CHOA MINUTES OF MONTHLY BOARD MEETING AUGUST 10, 2004

CHOA's Monthly and Annual Meeting Minutes from January 2004 to present

MEETING OF THE BOARD OF DIRECTORS OF CHARBONNEAU HOMEOWNERS ASSOCIATION, AN OREGON NON-PROFIT CORP., WAS CALLED TO ORDER BY PRESIDENT CLAIR SIMMONS, AT 6 PM AT THE C REC HALL, WILSONVILLE, OR.

Present: Clair Simmons, Franki Keefe, Bruce Stone, Jack Derby, Del Thomas, Gene Teel, Lesley Halverson, Florence Sexton

Non-members present: Elaine Hasler, Yvonna Mangold, Latimer Frazier, and Lloyd Farnsworth

Elaine and Yvonna discussed the Latimer situation with the board members. They expressed the opinion that they want the landscape back the way it was and remove the pavers. They left the meeting.

Del Thomas moved to approve the minutes, Franki Keefe seconded. They were approved unanimously.

Landscape report by Del Thomas: about half of the trees to be removed are out. \$18,000 under budget thru July.

Leslie Halverson will review and sign the Treasurers report, as she is assistant treasurer.

Architectural: Gene said the painting is about completed.

Latimer arrived for her meeting with the board. She apologized for not getting approval in advance. Her proposal is to pick up the pavers. She also said her house is on the market. She exited and the board reconvened.

Lloyd presented the letter from the lawyer.

Clair Simmons proposed Latimer Frazier (via letter) be told to remove pavers, all stepping stones and replace any grass and plants that had been removed. Jack Derby made a motion for this letter be sent to all three homeowners involved and Leslie Halverson seconded it. Unanimously passed.

Bruce Stone reported on the pool inspections.

The Board authorized Lloyd to get a new laser printer for no more than \$500

Clair read a letter from the President of Charbonneau Country Club, Alex McPhail.

Frankie made a motion to change the bylaws about term limits of the board. Seconded by Jack Derby.

The meeting adjourned at 7:20PM

CHOA MINUTES OF MONTHLY BOARD MEETING September 14, 2004

MEETING OF THE BOARD OF DIRECTORS OF CHARBONNEAU HOMEOWNERS ASSOCIATION, AN OREGON NON-PROFIT CORP., WAS CALLED TO ORDER BY PRESIDENT CLAIR SIMMONS, AT THE C REC HALL, WILSONVILLE, OR AT 6:05 PM.

Present: Clair Simmons, Jack Derby, Del Thomas, Gene Teel, Leslie Halverson, Florence Sexton

Absent: Franki Keefe, Bruce Stone

Non-members present: Lloyd Farnsworth

Minutes: Clair Simmons moved to approve the minutes, Del Thomas seconded. The minutes were approved unanimously.

CHOA's Monthly and Annual Meeting Minutes from January 2004 to present

Treasurers Report: Lesley Halverson gave the treasurers report. Janice Porter has been sent 2 notices and not responded. Four people are behind on homeowner's dues. \$16,000 under budget.

Architectural Report: Gene Teel read a letter from the Teflers about wanting a street sign. Gene Teel moved to put up the new sign after a discussion. Lesley Halverson seconded. Motion passed unanimously. Latimer Frazier had talked to Lloyd. She had the pavers removed and that was all she planned to do. After a discussion, the situation was deemed closed.

Jack Derby moved to have Sandra Pagels be appointed welcoming and security Chairman until March 2004. Del Thomas seconded the motion. The motion passed. Landscape Report: Chairman Del Thomas reported \$30,000 left in account for the rest of the year. \$110,000 should be in reserve account by years end. Some needed for tree removal expense. Replanting will begin soon.

Pool Report: Lloyd announced that (weather permitting) the pools would remain open until the end of September. He had purchased the new laser machine and printer.

Jack Derby moved to adjourn the meeting and Lesley Halverson seconded. Motion passed and meeting adjourned at 6:55PM.

CHOA MINUTES OF MONTHLY BOARD MEETING OCTOBER 13, 2004

MEETING OF THE BOARD OF DIRECTORS OF CHARBONNEAU HOMEOWNERS ASSOCIATION, AN OREGON NON-PROFIT CORP., WAS CALLED TO ORDER BY PRESIDENT CLAIR SIMMONS, AT 6:05PM AT THE C REC HALL, WILSONVILLE, OR.

Present: Clair Simmons, Franki Keefe, Bruce Stone, Gene Teel, and Florence Sexton

Absent: Leslie Halverson, Del Thomas, Jack Derby, and Sandra Pagels

Non-members present: Lloyd Farnsworth

Minutes: Gene Teel moved to approve the minutes, Bruce Stone Seconded. The minutes were approved unanimously.

Treasurers Report: Franki Keefe gave the treasurers report. \$5000 put in reserve account. Ann Higgins requested a \$576 yearly increase for her work. Should have \$115,000 in reserve by years end. Three homeowners owe for 2 months.

Lloyd announced we are required by law to have a reserve study prepared by a certified preparer and have it updated yearly.

Architectural report: Gene Teel discussed the painting committee meeting. There are 12 groups of colors. F&G has 81 units to be painted starting in April 2005, weather permitting.

Pool Report; Bruce Stone announced that all the pools have been closed for the season.

Lloyd told the board who has the keys to the C Rec hall (Jeff Pitts and Bill Brooks). Franki suggested using a lock box on the building.

Clair received an anonymous letter from a homeowner about the numerous parking violations on Lake Point Court. He will send out a letter to all homeowners in response.

CHOA's Monthly and Annual Meeting Minutes from January 2004 to present

Franki will write up the changes in the bylaws motion that was passed at a recent meeting and bring it to the next meeting.

Gene Teel moved to adjourn the meeting. Bruce Stone seconded. Meeting adjourned at 6:55 PM.

CHOA MINUTES OF MONTHLY BOARD MEETING November 10, 2004

MEETING OF THE BOARD OF DIRECTORS OF CHARBONNEAU HOMEOWNERS ASSOCIATION, AN OREGON NON-PROFIT CORP., WAS CALLED TO ORDER BY VICE PRESIDENT JACK DERBY, AT 5:58PM AT THE C REC HALL, WILSONVILLE, OR.

Present: Franki Keefe, Gene Teel, and Florence Sexton, Jack Derby, Leslie Halverson, Sandra Pagels

Absent: Clair Simmons, Del Thomas, and Bruce Stone

Non-members present; Rolf Pagels, Rich Thompson

Minutes: Gene Teel moved to approve the minutes, Franki Keefe Seconded. The minutes were approved unanimously.

Rich Thompson from Regenesi consulting Co. spoke to the Board about the reserve study process. He explained that there were 80 different components that go into the study. There needs to be a plan to cover the Homeowners expenses. He has been doing this work for 6 years. It would take him 6 to 8 weeks to complete this process. His fee for the initial study would be about \$5000.00. Yearly updates would be approximately \$695.00

Treasurers Report: Franki Keefe reported that all painting has been paid. There are no delinquent accounts. Jack Derby moved that the treasurer's report be approved. Seconded by Gene Teel.

Franki moved to approve the new Architectural Change Request Form. Sandra Pagels seconded. Motion passed.

Security Report and Welcoming Committee report: Sandra Pagels mailed 22 letters to new CHOA residents.

Old Business: Franki Keefe brought up the amendment in the Bylaws to read, "No director shall serve more than 2 -3 year terms."

Architectural Report: Gene Teel reported that the paint colors now match the samples. The arbor at the end of the F &G pool needed repair and the pergola posts at the C pool needed replaced. Gene moved to use \$2576 to repair the arbor at the end of the F&G pool and replace the C pool pergola posts. Bruce Stone seconded and the motion passed.

Bruce Stone found the leak in the B pool and repaired it. Bruce sent a letter of resignation by e-mail and announced that Dennis Jablonski will take over the pool duties.

Security: Sandra Pagels sent out letters to new homeowners.

New Business: Leslie Halverson reported that she had talked to Jay Puppo about the raise in our insurance. She volunteered to meet with him before another billing.

January 12 meeting will be in C Rec hall to discuss the by-law change.

CHOA's Monthly and Annual Meeting Minutes from January 2004 to present

Jack Derby moved to adjourn the meeting. Del Thomas seconded. Meeting adjourned at 7:45PM.

CHOA MINUTES OF MONTHLY BOARD MEETING December 8, 2004

MEETING OF THE BOARD OF DIRECTORS OF CHARBONNEAU HOMEOWNERS ASSOCIATION, AN OREGON NON-PROFIT CORP., WAS CALLED TO ORDER BY PRESIDENT CLAIR SIMMONS AT 6:00PM AT THE C REC HALL, WILSONVILLE, OR.

Present: Gene Teel, Clair Simmons, Del Thomas, Sandra Pagels, Jack Derby, Franki Keefe, Bruce Stone, Leslie Halverson, Florence Sexton

Non-Members Present: Lloyd Farnsworth, David Schwindt

David Schwindt discussed his plans for our Association reserve study. The 30-year cash flow projections, which should prevent assessments to the homeowners. An engineer does the sight inspection. The initial cost of the survey would cost \$2500 to \$3500 with a \$300 to \$500 cursory yearly update.

Gene Teel made the motion that we do the reserve study with David Schwindt, Del Thomas seconded. Motion passed.

Franki Keefe moved that the excess remaining in the 2004 budget be transferred into the reserve account. Gene Teel seconded it. Motion passed unanimously.

Jack Derby moved the minutes be passed as corrected. Del Thomas seconded.

Treasurers Report: Franki Keefe reported that 1 homeowner was 3 months behind and another 2 months in arrears.

Architectural Report: Gene Teel reported that the paint colors now match the samples. The arbor at the end of the F&G pool needed repair and the pergola posts at the C pool needed replaced. Gene moved to use \$2576 to repair the arbor at the end of the F&G pool and replace the C pool pergola posts. Bruce Stone seconded and the motion passed.

Bruce Stone found the leak in the B pool and repaired it. Bruce sent a letter of resignation by e-mail and announced that Dennis Jablonski will take over the pool duties.

Security: Sandra Pagels sent out letters to new homeowners.

New Business: Leslie Halverson reported that she had talked to Jay Puppato about the raise in our insurance. She volunteered to meet with him before another billing.

January 12 meeting will be in C Rec hall to discuss the by-law change.

Jack Derby moved to adjourn the meeting. Del Thomas seconded. Meeting adjourned at 7:45PM.

CHOA MINUTES OF MONTHLY BOARD MEETING January 12, 2005

Meeting of the Board of Directors of Charbonneau Homeowners Association, an Oregon non-profit Corp, was called to order by President Clair Simmons at 6PM at the C Rec Hall, Wilsonville, Or.

Present: Clair Simmons, Gene Teel, Del Thomas, Sandra Pagels, Jack Derby, Franki Keefe, Florence Sexton, Dennis Jablonski

Absent: Leslie Halverson

Non-Members Present: Lloyd Farnsworth

Del Thomas made a motion to have Dennis Jablonski fill Bruce Stone's position as pool Chairman. Franki seconded the motion. Motion passed.

CHOA's Monthly and Annual Meeting Minutes from January 2004 to present

Treasurers Report: Franki reported \$60 over budget for the whole year. Accounts receivable are high this month because people had not paid their Insurance. There was a discussion having the insurance due at a different time. Del Thomas moved to accept the treasurer's report. Gene Teel seconded. Motion passed.

Architectural Report: Gene Teel said painting plans were going well and the contract with the painter was finished. There was a discussion on satellite dishes. The Charbonneau Country Club board is concerned on their placement.

Security Report: Sandra Pagels reported receiving 2 calls notifying her of emergency contacts.

Landscape Report: Chairman Del Thomas reported some storm damage. \$1,143 spent on clean up; \$1,100 under budget for the year. Entry planting has finalized.

Pool Report: Dennis Jablonski reported that all pools are closed for the season.

Lloyd reported that he is working on the F & G arbor retaining wall.

Jack Derby moved to adjourn the meeting; seconded by Sandra Pagels. Motion passed and meeting adjourned at 6:05PM

CHOA MINUTES OF SPECIAL MEETING CALLED TO CHANGE BYLAWS JANUARY 12, 2005

Meeting of Homeowners of Charbonneau Homeowners Association, an Oregon non-profit Corporation was called to order by President Clair Simmons at 6:10 PM at the C Rec Hall, Wilsonville, OR.

Board of Directors Present: Clair Simmons, Gene Teel, Del Thomas, Sandra Pagels, Jack Derby, Frank Keefe, Florence Sexton, Dennis Jablonski.

Non-Members Present: Lloyd Farnsworth

Homeowners Present: Clair Simmons, Gene Teel, Del Thomas, Sandra Pagels, Jack Derby, Frank Keefe, Florence Sexton, Dennis Jablonski.

The purpose of this special meeting is to change the term limitation from 1 term to 2 terms as written on page 25, Article V, Section 2, second sentence in the Bylaws of the Charbonneau Homeowners Association Directory.

The sentence did read, "No Director shall serve for more than three consecutive years."

The sentence will now read "No Director shall serve for more than two consecutive terms."

All votes were collected and counted with 88 yes votes and 8 no votes. The votes were certified and approved. Discussion followed.

Clair will send all homeowners a letter about the results of the by-law vote and who on the board is up for re-election.

Del Thomas moved to adjourn the special meeting. Sandra Pagels seconded. Motion passed.

The meeting was adjourned at 6:25 PM.

CHOA MINUTES OF MONTHLY BOARD MEETING February 9, 2005

Meeting of the Board of Directors of Charbonneau Homeowners Association, an Oregon Non Profit Corporation was called to order by President Clair Simmons at 6:04 PM at the C Recreation Hall, Wilsonville, Oregon

Present: Clair Simmons, Gene Teel, Del Thomas, Franki Keefe, Jack Derby, Dennis Jablonski, Leslie Halverson, and Florence Sexton

Absent: Sandra Pagels

Non-Members Present: Lloyd Farnsworth, Rolf Pagels

Gene Teel moved to approve the minutes, Del Thomas seconded, and Motion passed

CHOA's Monthly and Annual Meeting Minutes from January 2004 to present

Treasurers Report: Franki reported that a CD was moved to 3% interest for 10 months. A CD in the trust account was also rolled back to 3% for 10 months. 9 homeowners are delinquent on their insurance payment.

Jack Derby moved to accept the treasurer's report seconded by Gene Teel. Motion Passed

Architectural Report: Gene Teel discussed the satellite dish situation. He will attend a meeting about this with the CCC Architectural Committee.

The Annual meeting will be held Monday, March 7, 2005.

Landscape Report: Del Thomas said for the month of January he was \$3200 under budget due to timing. There are a number of drainage projects underway. Lloyd did an outstanding job on the F&G pool arbor retaining wall.

Pool Report: Dennis Jablonski reported about the reserve study program that was discussed at the January board meeting at his other association

Gene Teel term on the board is up and he declined to run again.

Jack Derby will chair the Annual Meeting in Clair Simmons absence.

A motion to adjourn the meeting was made by Jack Derby and seconded by Del Thomas. Motion passed and the meeting was adjourned at 7:05 PM.

CHOA MINUTES OF MONTHLY BOARD MEETING April 13, 2005

The meeting of the Board of Directors of Charbonneau Homeowners Association, an Oregon Non-Profit Corporation was called to order by President Clair Simmons at 6:03 PM at the C Recreation Hall, Wilsonville, Oregon

Present: Clair Simmons, Sandra Pagels, Lesley Halverson, Bill Bell, Dennis Jablonski, Franki Keefe, Del Thomas, Florence Sexton Non-Members Present: Lloyd Farnsworth

The reading of the minutes was delayed until the May Board Meeting

Treasurers Report: Franki reported that accounts receivable were doing well but a lien was filed against Jackie Mackey

Architectural Report: Bill Bell reported he located 30 satellite dishes and only 5 needed to be moved. A letter will be sent from the President to ask these homeowners to cooperate and relocate the dishes.

Clair read a letter from Boyd Applegarth about the US Flags that were worn out being displayed all the time in our association. A discussion followed. This will be addressed in the next newsletter.

Security Report: Sandra reported that she and Lloyd had visited new homeowners.

Landscape Report: Del Thomas reported that this committee was \$1,800 under budget. Garron is in the process of re-planting and pruning in the next few weeks. Dormant spray and fertilizing are also being done.

The Lake Point Court sign will be re-positioned to a lower area and be about 3 ft high.

Pool Report: Dennis has been contacting the pool monitors. The same lady will be doing the restroom maintenance

CHOA's Monthly and Annual Meeting Minutes from January 2004 to present

with no increase in price.

Lloyd announced the need for a newsletter by May 1. Jack Derby moved to accept the board organization of the directors as in attached document. Del Thomas seconded. Motion passed.

Bill Bell made a motion to allow White trim as an option. Motion seconded by Franki Keefe. Motion passed.

Jack Derby reported on the leadership summit meeting he attended.

Franki Keefe moved to adjourn the meeting. Sandra Pagels seconded. Meeting adjourned.

CHOA MINUTES OF MONTHLY BOARD MEETING May 11, 2005

The meeting of the Board of Directors of Charbonneau Homeowners Association, an Oregon Non-Profit Corporation was called to order by President Clair Simmons at 6:02 PM at the C Recreation Hall, Wilsonville, Or

Present: Clair Simmons, Sandra Pagels, Lesley Halverson, Franki Keefe, Del Thomas, Jack Derby, Florence Sexton, Bill Bell

Absent: Dennis Jablonski

Non-Members Present: Lloyd Farnsworth, Elaine Hasler, Rosemary DeRienzo, Sharon Bell

The minutes of the February and April Board meeting were read and approved.

Rosemary DeRienzo addressed the Lake Point Court sign placement. She also questioned the monthly dues. The flat rate for our dues is \$154 per month and the balance is in the trust. The painting is based on square footage of exterior walls.

Treasurers Report: Franki Keefe said we were \$10,000 under budget for the year. Clifford Engel is delinquent on his monthly dues. A lien has been filed against Jackie Mackey.

\$58,000 is in the CHOA checking account. Franki suggested putting about \$20,000 in a money market account that would earn interest. The Board agreed.

Security Report: Sandra Pagels visited 2 new homeowners and she will call Alarm Central.

Clair reported that he had sent out 5 letters to the homeowners that needed to relocate their satellite dishes.

Landscape Report: Del said his committee had \$11,000 [over budget to date], but \$8,000 of that has not yet been [billed]. [Note: see the original handwritten insert on these minutes. It is not very legible, and the inserts here are a best guess. Tom Pyle, 12-19-2012] Franki will set up a meeting with Ann Higgins regarding the reserve study.

Lloyd reported that ducks were causing a pool problem. Maxine Hanson is donating a glass top table and six plastic chairs for the F & G Pool area.

Jack Derby moved that the meeting be adjourned. Bill Bell seconded. Meeting adjourned at 7 PM

CHOA's Monthly and Annual Meeting Minutes from January 2004 to present

CHOA MINUTES OF MONTHLY BOARD MEETING June 8, 2005

The minutes of the Board of Directors of Charbonneau Homeowners Association, an Oregon Non-Profit Corporation was called to order by President Clair Simmons at 6:03 PM at the C Recreation Hall, Wilsonville, Oregon
Present: Clair Simmons, Bill Bell, Dennis Jablonski, Sandra Pagels, Jack Derby, Lesley Halverson, Del Thomas, Florence Sexton.

Non-Members Present: Pat Frazier, Lloyd Farnsworth

Absent: Franki Keefe

Pat Frazier was there to inquire about the satellite dishes.

Bill Bell made a motion to approve the minutes as corrected. Jack Derby seconded. Motion passed.

Treasurers Report: Leslie announced that Jackie Mackey's monthly dues are in arrears but has a sale pending on her unit.

Architectural Report: Chairman Bill Bell led a discussion on the painting. All roof mates must trim the garage doors the same. Mary Jane Greve wants her unit to be re-measured. A letter will be sent to Karen McKay about the needed repairs on her unit.

Pool Report: Dennis Jablonski said a new heater was purchased for \$1800 for the E pool. A Pool spa repaired. He will investigate expense of pool covers. \$22,000 yearly for pool utilities, \$9,000 for supplies. All pools are open. Lloyd reported that pools are a priority.

A letter from Jeff and Liz Pitts about the C Rec Room. New screens and ceiling fans were suggested. Jack Derby made a motion to use \$1200 from reserves to install 2 new ceiling fans, a patio door screen and 2 screens for each of the east facing windows that open. Del Thomas seconded. Motion passed.

New Business: Del Thomas started a discussion about Whitman's towing signs in guest parking. There was a letter from Boyd Applegarth about the need to clean up the guest parking areas. Del will see that it is done.

Dennis Jablonski moved to adjourn the meeting and Jack Derby seconded.
Meeting adjourned at 7:06 p.m.

CHOA MINUTES OF MONTHLY BOARD MEETING July 19, 2005

The meeting of the Board of directors of Charbonneau Homeowners Association, an Oregon Non-Profit Corporation was called to order by President Clair Simmons at 6:00 PM at the C Recreation Hall, Wilsonville, Oregon.

Present: Clair Simmons, Dennis Jablonski, Franki Keefe, Sandra Pagels, Jack Derby, Del Thomas, Florence Sexton

Absent: Lesley Halverson, Bill Bell Non-Members Present: Lloyd Farnsworth

Dennis Jablonski moved to approve the minutes and Sandra Pagels seconded. Motion passed.

Treasurers Report: Franki Keefe reported that everything was under budget. Jackie Mackey's sale of her unit completed so the lien has been released. A money market account has been set up at the 1st National Bank.

Architectural Report: Lloyd gave the report in Bill Bell's absence. The painting will hopefully be completed next week.

Security Report: Chairman Sandra Pagels has sent out a letter to the new owners. We Pay \$11 per home for monitoring security systems at Windsor. Wilsonville Lock and Security would Charge homeowners \$358 for new upgraded systems.

Landscape Report: Chairman Del Thomas reported they were \$19,000 under budget. Working on drainage and plant replacement. Tree removal will be done on a request basis and review.

CHOA's Monthly and Annual Meeting Minutes from January 2004 to present

Pool Report: Chairman Dennis Jablonski announced that the ceiling fans were installed in the C Building Recreation Hall and the screens were on order. The header on the hall was replaced due to dry rot and carpenter ants. Cost was about 1/2 of the original estimate. Six new umbrellas were purchased for around the pools. He also discussed the savings other associations have achieved with the installation of pool covers.

Lloyd reported he had met with David Schwindt about our association's reserve study. The charge for the study is flat fee of \$3500.

Clair will meet with Jay Puppo, our insurance agent, tomorrow about the claim of water damage by Ron Flores. Jay wants the board to approve each insurance claim.

Del Thomas made the motion to adjourn and Jack Derby seconded. Meeting adjourned at 7:10PM

CHOA MINUTES OF MONTHLY BOARD MEETING August 10, 2005

The meeting of the Board of Directors of Charbonneau Homeowners Association, an Oregon Non-Profit Corporation was called to order by President Clair Simmons at 6:00 PM at the C Recreation Hall, Wilsonville, Oregon.

Present: Clair Simmons, Dennis Jablonski, Franki Keefe, Del Thomas, Bill Bell, and Florence Sexton

Absent: Lesley Halverson, Jack Derby, and Sandra Pagels

Non-Members Present: Lloyd Farnsworth

Bill Bell moved to approve the minutes and Franki Keefe seconded. Motion passed.

Treasurers Report: Franki Keefe reported that everything was pretty much on budget. One Third of the homeowners still owe on the painting. When everything is completed then the contractor will get the final payment. Only two accounts are in arrears.

Architectural Report: Bill Bell reported that Karen McKay has completed repairs on her place and he will send her a letter thanking her. There was a discussion about the need for ground rules to be set for the next paint cycle.

Landscape Report: Chairman Del Thomas reported \$21,000 under budget. \$3000 in invoices presented this month that was July expenses. He is getting bids on tree removal. Four different sites asking for replanting.

Pool Report: Dennis Jablonski discussed solar pool covers. Estimated 61 % utilities savings. Del Thomas moved to have Dennis purchase and get installed covers for 2 pools. Bill Bell seconded. Motion passed.

Lloyd Farnsworth reported that Dave White had refused to have Earle White move his car to his property.

Clair Simmons read a letter from the insurance agent Jay Puppo. Binder for directors' liability insurance is now in effect. There was a discussion about the meeting of the CCC board of director's resolution #100. They came to a comprise.

Del Thomas moved to adjourn the meeting and Dennis Jablonski seconded. Meeting adjourned at 7:00PM.

CHOA MINUTES OF MONTHLY BOARD MEETING September 14, 2005

The meeting of the Board of Directors of Charbonneau Homeowners Association, an Oregon Non-Profit Corporation was called to order by President Clair Simmons at 4:30 Pm at the C recreation Hall, Wilsonville, Oregon.

Present: Clair Simmons, Dennis Jablonski, Franki Keefe, Del Thomas, Bill Bell, Jack Derby, Sandra Pagels, Leslie Halverson

Absent: Florence Sexton

Non-Members Present: Lloyd Farnsworth, Scott Vosburg, Eric Weaver

Treasurers Report: All is looking good, we are under budget in pools and landscaping. 8 people have not paid for painting yet. Ann has requested moving the checking account to Mid Valley Bank in Charbonneau because US National is so difficult to work with. Jack made a motion to move the account as requested with a 2nd by Bill. Motion passed.

CHOA's Monthly and Annual Meeting Minutes from January 2004 to present

Clair adjourned the meeting for an Executive Session to discuss which Security Service Company to use, Wilsonville Lock and Security or PDX Security.

Clair reconvened the regular Board Meeting at 6:10PM

Jack made a motion to contract with Wilsonville Lock and Security for security monitoring with Alarm Central. Motion seconded and passed.

Clair passed copies of the last Country Club Board minutes to Board and asked them to read them. Clair also passed out a proposed fine schedule prepared by A R Vial-Fotheringham (our legal counsel) and asked the Board to study them and be prepared to discuss them at some future Board meeting.

A discussion ensued over the upcoming preliminary budget timing. The preliminary budget needs to be turned into Franki by the 1st of October.

Architectural Report: Bill discussed the difficulties about the painting this year and distributed to all board members a list of bullet items to be considered or added to for the next paint cycle.

Landscape Report: Del reports that the landscape is \$15,500 under budget projections and additional accruals are in excess of \$14,000. He has ordered another self-cleaning filter to be paid for from this year's budget.

Security Report: Sandra says we have just had her security discussion

Pool Report: Dennis reports that the E Pool and the A Pool with spa are now being covered in the evening by Ann's son Patrick and uncovered during the week by Lloyd. Patrick is uncovering the Pools on weekends also. He set the closing date for the pools to be on the 26th or the last of September. He read a letter sent by Bobbie Spooner to Lloyd about how much she appreciated what is being done to keep the F & G pool looking so beautiful every day. Dennis emphasized that more people than Lloyd are working to keep the pools looking so attractive.

Lloyd asked for input on the fall newsletter timing. It was decided to produce one about November.

Clair discussed the need to update or rewrite the Charbonneau Homeowners Directory.

Jack made a motion to adjourn this meeting with a 2nd by Dennis. Motion passed. Board Meeting adjourned at 6:30 PM.

CHOA MINUTES OF MONTHLY BOARD MEETING December 14, 2005

The meeting of the Board of Directors of Charbonneau Homeowners Association, an Oregon Non-Profit Corporation was called to order by President Clair Simmons at 6PM at the C Recreation Hall, Wilsonville, Oregon.

Present: Clair Simmons, Franki Keefe, Del Thomas, Sandra Pagels, Dennis Jablonski, Lesley Halverson

Absent: Jack Derby, Florence Sexton, Bill Bell

Non Members Present: Lloyd Farnsworth

Del made a motion to approve the minutes of November's Board meeting with a second by Sandra Pagels. Motion passed unanimously.

Treasurers Report: Franki reported that the Associations Checking account has been transferred to Mid Valley Bank and the service is much better. Franki reported that she has kept the CD's etc in the US Bank for higher interest rates. We also have accounts in Wells Fargo Bank. There will be some funds from the budget that will probably not be used. Franki made a motion to have all excess end of year funds from the budget be transferred to the reserve account. A second was made by Dennis Jablonski. Motion passed unanimously.

Since Franki is resigning as of this meeting, Clair has appointed Del Thomas as treasurer. Del will need to become a signer on all bank accounts as treasurer.

All painting has been paid. There are the normally late dues payments but nothing outstanding late.

CHOA's Monthly and Annual Meeting Minutes from January 2004 to present

Security and Welcoming: Sandra reported that the security system checks by Wilsonville Lock are going well and homeowners are pleased so far. Sandra will get a list of homeowners who do not want to get their systems operational. She will make a personal phone call to each stressing the importance of the fire alarms.

So far only one homeowner has responded to her letter for an orientation meeting and that person is Molly Field. She and Lloyd have met with Jack and Pat Miller on Fairway Drive and Molly Field. An appointment with Diane Lundsten has been fixed for Thursday night at 6 PM.

Landscape Chairman: Del reported that he is about \$1500 under budget but will probably end pretty close to budget projections. He has some projects yet to get completed this year.

Pool Chairman: Dennis reports that the pools will get some credit from the city for excess water usage since the water leakage repairs have been completed. He reported he discovered someone had removed wall pictures and set up shop in the C Rec Hall with a computer and lounge. This was reported to Clair who in turn reported the event to Lloyd. Lloyd had an idea who the culprit was and talked to him. The computer and lounge was then removed and the key given to Lloyd. The person was then told he could use the hall but it had to be scheduled with Jerry Ricken. The Pictures were owned by Garron Grounds and they wanted them back for a new office.

Administrator: Lloyd reported he had repaired all the known leaks at the B pool and spa. He suggested discussion of new board members. Franki has purchased a new home in Raleigh Hill and will soon be moving so her Position is vacant. Del offered to run for that position with Lesley staying as Assistant. Lloyd talked to Bill Brooks who has consented to run for Landscape Chair. Clair announced he has asked Dennis to serve as Pool Chair and Vice President and Dennis accepted. One new Board member is needed and will be asked to serve with Bill Brooks in landscape. Lloyd said he will talk with Ralph Martin for that position.

President: Clair offered the Country Club minutes to everyone. He read a letter from a homeowner about neglected maintenance by other homeowners. His discussions with the Country Club Architectural Committed about satellite dishes in this Association were left for us to take care of.

Dennis suggested we review our insurance policy and Lloyd will get him a copy.

Del made a motion to adjourn with a second by Dennis. Motion passed unanimously.

Meeting adjourned at 7 PM

Lloyd Farnsworth Acting Secretary

CHOA MINUTES OF MONTHLY BOARD MEETING January 9, 2006

The meeting of the Board of Directors of Charbonneau Homeowners Association, an Oregon Non-Profit Corporation was called to order by President Clair Simmons at 5:58 pm at the C Recreation Hall, Wilsonville, Oregon.

Present: Clair Simmons, Sandra Pagels, Jack Derby, Del Thomas, Dennis Jablonski, Florence Sexton

Absent: Lesley Halverson, Bill Bell. Non Members Present: Lloyd Farnsworth

Del moved the minutes be approved with a second by Jack Derby. Motion passed.

Treasurers Report: Del reported \$9,500 had been transferred into reserves. Landscaping ended the year under budget.

Security: Sandra reported that Wilsonville Security was doing a very good job.

Pools Chairman: Dennis reported all pools are closed.

Administrator: Lloyd reported that gutter cleaning was progressing.

CHOA's Monthly and Annual Meeting Minutes from January 2004 to present

President: Clair announced he would be leaving on vacation for about 2 months. Annual meeting is scheduled for Monday, March 6.

Jack Derby moved the meeting be adjourned. Sandra Pagels seconded. Motion passed. Meeting adjourned at 6:35 PM

CHOA MINUTES OF MONTHLY BOARD MEETING February 8, 2006

The meeting of the Board of Directors of Charbonneau Homeowners Association, an Oregon Non-Profit Corporation was called to order by Vice President Jack Derby at 6:30 PM at the C Recreation Hall, Wilsonville, Oregon

Present: Jack Derby, Sandra Pagels, Del Thomas, Dennis Jablonski, Florence Sexton

Absent: Bill Bell, Lesley Halverson, Clair Simmons

Non Members Present: Lloyd Farnsworth, Pauline Poe, Marilyn Arrington, Jeff and Liz Pitts, Susanne Nystrom, Sheila Lee, Shirley Hoem.

Preceding the regular meeting the above listed residents of Lafayette Way were there for an open discussion about the proposal by the Charbonneau Country Club Strategic Planning Committee for the use of the C-Rec Hall as a temporary exercise facility. Major concerns were traffic tie-up, parking, liability, and access for emergency vehicles.

Dennis will draft a letter to the Country Club voicing the concerns of the C area residents and send that letter to Board members for comment, include those comments in the letter and send the letter to the Country Club.

After the Lafayette Way residents left, Vice President Jack Derby called the meeting to order at 6:30 PM.

Dennis Jablonski made the motion to approve the minutes. Sandra Pagels seconded. Motion passed.

Treasurers Report: Del Thomas reported \$70,984.15 left in trust account at years end. Reserve funds are adequate at this time.

Pool Chairman: Dennis reported the pergola at the C pool has been repaired. B pools spa is being re-tiled. The fence at A Pool will be redone. The rest of the pools will be covered by the time to open.

Landscape: Chairman Del Thomas replied that 2 trees were downed by the wind storm. January was \$2500 under budget. It will cost \$3600 to install a new filter in the irrigation system.

Jack Derby announced that the annual meeting will be held Monday, March 6 at 7:00Pm at the Charbonneau Clubhouse.

Del Thomas moved to adjourn, seconded by Dennis Jablonski. Motion passed

Meeting adjourned at 7:15 PM

Florence Sexton Secretary

CHOA MINUTES OF ANNUAL MEETING March 6, 2006

Minutes of Annual Meeting of Charbonneau Homeowners Association, an Oregon Non- profit Corporation, held at the Charbonneau County Club

President .Clair Simmons called the meeting to order at 7:05PM

Board Members Present: Clair Simmons, Lesley Halverson, Del Thomas, Dennis Jablonski, Jack Derby, Florence Sexton

Absent: Bill Bell, Bill Brooks (?)

Non Member Present: Lloyd Farnsworth

CHOA's Monthly and Annual Meeting Minutes from January 2004 to present

President Clair Simmons introduced the present board members and the three to be elected this evening. Duane "Duke" Kobs, Del Thomas, and Bill Brooks are the 3 candidates. Clair made a motion to elect unanimously the candidates and Bill Marquard seconded. Motions passed.

Ken Bartus from Garron Grounds addressed the homeowners. He said \$150,000 had been spent on purchase of new equipment. He said to notify him if any home wanted to be tagged as a non-spray unit. Garron is trying to use milder chemicals. He explained that bark dust is being put down in areas being planted.

Scott Vosberg from Wilsonville Lock and Security thanked the homeowners for their business and stressed the importance of using the fire and alarm SYSTEM. About 3/4 of homes in our association have been changed over to the new system. Most upgrades range in price to around \$200.

Jay Puppo from State Farm Insurance announced there were two changes. The insurance is being billed to June rather than December. The CHOA policy has changed from \$250 deductible to \$1,000.

Landscape: Chairman Del Thomas said time as spent on improving parking areas and pool areas.

Treasurers: Franki Keefe resigned in January and Del Thomas filled that position. Del said there was an excess of \$10,400 that was transferred into reserve account at the end of the year. Del asked a hand vote on that resolution to transfer the excess into the reserve account. Bob Grant seconded. Motion passed.

There were no severe delinquencies at this time on the monthly payments. This Association has never had to level a special assessment. Schwindt formed a reserve study for our association. This reflects the repair and replacement costs over the next 30 years.

Bob Carl spoke about his view of the need for the landscaper to put down bark dust.

Pool: Chairman Dennis Jablonski reported that the A pool fence was completed and the spas being resurfaced. B pool spa was being resurfaced C pool pergolas has been replaced A & E pools had solar coverings installed in the past year. C, B, F, & G pools will have solar covering by pool opening season. These covering should reduce heating costs about 50% and also cut back on expense of chemicals. Administrator: Lloyd told the homeowners he mainly works on the landscaping and pools. All homeowners should have a directory.

Clair told about the website in conjunction with the country club. The C recreation was not viable for a fitness facility as the country club had suggested. Clair thanked the retiring board members, Del Thomas, Franki Keefe, Jack Derby for all their work and time spent.

Estates and garage sale policy was brought by Art Johnson. Drawing for the floral table centerpieces followed.

Del Thomas moved to adjourn, Dennis Jablonski seconded, motion passed. Meeting adjourned to 8:35PM

Clair Simmons, President

CHOA MONTHLY BOARD MEETING March 8, 2006

The meeting of the board of Directors of Charbonneau Homeowners Association, an Oregon non-Profit Corporation was called to order by President Clair Simmons at 5:55PM at the C Recreation Hall.

Present: Del Thomas, Claire Simmons, Dennis Jablonski, Duane "Duke" Kobs, Florence Sexton

Absent: Sandra Pagels, Bill Bell, Bill Brooks

Non-members present: Lloyd Farnsworth

Duke Kobs moved to accept the minutes, Del Thomas seconded the motion. Motion passed.

CHOA's Monthly and Annual Meeting Minutes from January 2004 to present

Treasurers report: Del Reported \$152,000 in the reserve account. Only 1 homeowner was in arrears.

Landscape Report: Del reported \$900 over budget for the first 2 months. Top soil and some ground cover were used to cover exposed tree roots in common areas.

Pools: Chairman Dennis Jablonski reported the cost of the A pool fence was \$1600 and would come out of reserves. The leak in B pool was fixed.

Leslie Halverson gave a letter of resignation to Clair Simmons at the annual meeting. Since we are required to have 9 board members a new position of Communications Chairman will be appointed.

Dennis moved to accept the committee assignments and Duke seconded. Motion passed.

A motion to adjourn was made by Duke Kobs and seconded by Del Thomas. Motion passed and meeting adjourned at 6:47PM.

Clair Simmons, President

CHOA MINUTES OF MONTHLY BOARD MEETING April 12, 2006

The meeting of the Board of Directors of the Charbonneau Homeowners Association, and Oregon Non-Profit Corporation was called to order by President Clair Simmons at 6:05PM at the C Recreation Hall, Wilsonville, Oregon.
Present: Clair Simmons, Del Thomas, Bill Bell, Sandra Pagels, Dennis Jablonski, Florence Sexton
Absent: Duane "Duke" Kobs, Bill Brooks, Lloyd Farnsworth

Del Thomas moved to accept the minutes Sandra Pagels seconded. Motion passed.

Treasurers Report: Chairman Del Thomas said CHOA was \$13,752 under budget for the first 3 months of this year. The reserve account has a balance of \$148,732.52.

There was a discussion presented by Del Thomas on the glass breakage insurance. The yearly premium is \$1500

Security: Sandra reported the on-going up dating of residents security systems by Wilsonville Lock and Security.

Pools: Dennis reported A pool fence and spa finished. B pool had a few tiles missing.
B, C, F,& G is the sequence of installing pool covers.

There was a discussion about changing the time of the monthly board meeting from 6PM to 4PM. No decision.

New business: Del Thomas announced the he and Lloyd had gone through the CC&Rs and made corrections and changes.

Fine resolution stands at \$25.00 per incident. Bill Bell moved to adjourn the meeting and Dennis Jablonski seconded. Meeting adjourned at 7:10PM.

Florence Sexton Secretary

CHOA MINUTES OF MONTHLY BOARD MEETING May 10, 2006

The meeting of the Board of Directors of the Charbonneau Homeowners Association, an Oregon Non-Profit Corporation was called to order by President Clair Simmons at 4:07 PM at the C Recreation Hall, Wilsonville, Oregon.
Present: Clair Simmons, Del Thomas, Bill Bell, Sandra Pagels, Dennis Jablonski, Duane "Duke" Kobs, Florence Sexton
Non Members Present: Suzanne Nystrom, Lloyd Farnsworth

Dennis Jablonski made a motion to accept Suzanne Nystrom as a new board member. Del Thomas seconded. The motion passed.

CHOA's Monthly and Annual Meeting Minutes from January 2004 to present

Bill moved to accept the minutes of last months board meeting. Sandra Pagels seconded. Motion passed.

Treasurers Report: Chairman Del Thomas said the reserve account was \$150,000. Two homeowners were in arrears. One homeowner hasn't paid the December insurance yet.

Architectural Report: Chairman Bill Bell presented the information about solar screens.

Security: Chairman Sandra Pagels reported that Wilsonville Lock and Security were working hard to up date residents fire and security systems.

Landscape: Duke Kobs reported that the liming has been completed. Don Larson submitted a bill for \$890.00. He had water and debris in the crawl space of his home. DUKE WILL CALL HIM TO TELL HIM THE ASSOCIATION WILL NOT PAY FOR THE WATER AND DEBRIS REMOVAL.

POOLS: DENNIS JABLONSKI REPORTED THAT LLOYD HAS BEEN BUSY GETTING THE POOLS READY TO OPEN BY THE SATURDAY Y OF MEMORIAL WEEKEND. THE 5 POOLS IN OUR ASSOCIATION ARE CLEANED 3 TIMES A WEEK.

LLOYD FARNSWORTH REQUESTED THAT A NEWSLETTER COME OUT THIS SUMMER. CLAIR ASKED FOR A MOTION TO ADOPT THE SCHEDULE OF FINES AS PRINTED FOR \$25.00 PER ITEM. SUZANNE NYSTROM MOVED TO ACCEPT AND SANDRA PAGELS SECONDED. MOTION PASSED.

DUKE KOBS MOVED TO ADJOURN THE MEETING. BILL BELL SECONDED. MEETING ADJOURNED AT 5:35 PM.

CHOA MINUTES OF MONTHLY BOARD MEETING June 26, 2006

The meeting of the Board of Directors of the Charbonneau Homeowners Association, all Oregon Non-Profit Corporation was called to order by President Clair Simmons at 4:00PM at the C Recreation Hall, Wilsonville, Oregon

Present: Clair Simmons, Bill Bell, Dennis Jablonski, Del Thomas, Duane" Duke" Kobs, Florence Sexton

Absent: Sandra Pagels, Suzanne Nystrom

Non-Members Present: Lloyd Farnsworth, Jerry Ricken

Bill Bell moved to approve the minutes as corrected. Dennis Jablonski seconded. Motion Passed.

Clair asked the Board to approve Jerry Ricken to replace Bill Brooks on the Board. Dennis made the motion and Duke seconded. Motion passed.

Treasurers Report: Chairman Del Thomas reported \$15,400 budget surplus; \$1,100 below budget on swimming pools. Accounts receivable in good shape. No one is seriously in arrears.

Architectural Report: Bill Bell has attended 3 special Committee meeting to consider recommended changes throughout Charbonneau.

Landscape report: Duke Kobs said maintenance is primary right now. There are 3 Trimmings per year as part of our contract with Garron.

Pools: Dennis reported that all pools now have the solar covers installed. The temperature in the pools ranges from 81- 83 degrees F. Currently under budget for pools.

CHOA's Monthly and Annual Meeting Minutes from January 2004 to present

Lloyd said Suzanne Nystrom asked about enlarging guest parking on Lafayette. The cost would be \$4,762.

Duke made a motion to have the construction come out of reserve account and the rest out of landscape account. Bill Bell seconded and motion passed. Bill Bell made a motion to repair the concrete on the northern most section of guest parking lot of CHOA. Jerry Ricken seconded, Motion passed.

Dennis Jablonski moved to adjourn the meeting. Duke Kobs seconded. Meeting adjourned at 5:05 PM

Secretary Florence Sexton

CHOA MINUTES OF MONTHLY BOARD MEETING July 12, 2006

The meeting of the Board of Directors of the Charbonneau Homeowners Association, an Oregon Non-Profit Corporation was called to order by President Clair Simmons at 4:00PM at the C Recreation Hall, Wilsonville, Oregon.

Present: Clair Simmons, Del Thomas, Sandra Pagels, Bill Bell, Suzanne Nystrom, Jerry Ricken, Florence Sexton, Dennis Jablonski

Absent: Duane "Duke" Kobs

Non Members Present: Lloyd Farnsworth

Del Thomas moved to accept the minutes. Sandra Pagels seconded. Motion passed.

Treasurer's Report: Chairman Del Thomas reported \$33,900 budget. Reserve study account \$151,755. At the end of the month-27 residents hadn't paid their State Farm Insurance.

Architectural Report: Chairman Bill Bell reported that he and Lloyd had re-measured homes for footage for painting and checked condition of driveways in Association.

Security: Chairman Sandra Pagels reported that Wilsonville Security was doing a good job.

Landscape Report: Chairman Jerry Ricken reported that mid-summer trimming had begun. Ron Flores landscape problems had been resolved except his damage to boards in the fence and some garage siding (about 21 ft). The Board discussed the situation and a letter will be sent telling Mr. Flores it is not the Association's responsibility to replace his siding.

Pools: Chairman Dennis Jablonski said things are going with the pools. There was a significant drop in the therms used in the recent utilities bill. Some of the lights need to be replaced in the pools and A spa has a new circulation pump.

Communication Report: Chairman Suzanne Nystrom discussed clarifying the CC&Rs. The core documents of our Association are the By-Laws, CC&Rs, and State Statutes.

The move to adjourn was made by Del Thomas and seconded by Bill Bell. Motion passed and meeting adjourned at 5:30PM.

Florence Sexton

CHOA MINUTES OF MONTHLY BOARD MEETING August 9, 2006

The meeting of the Board of Directors of the Charbonneau Homeowners Association, an Oregon Non-Profit Corporation was called to order by President Clair Simmons at 4:05pm at the C Recreation Hall, Wilsonville, Oregon.

Present: Clair Simmons, Bill Bell, Suzanne Nystrom, Jerry Ricken, Florence Sexton, Dennis Jablonski, Duane "Duke" Kobs, Del Thomas

Absent: Sandra Pagels

Non-Members present: Lloyd Farnsworth, Robbie Telfer

Bill Bell moved to accept the minutes as corrected, seconded by Jerry Ricken. Motion passed.

CHOA's Monthly and Annual Meeting Minutes from January 2004 to present

Robbie Telfer discussed residents parking on their driveways. She had a list of concerns that the board discussed. A letter will be sent to her in response.

Treasurers Report: Chairman Del Thomas said there were 12 residents past due on insurance payments that totaled \$5700. Year to date income is above projection; \$153,700 reserve balance. CHOA has strong cash and financial position.

Architectural Report: Chairman Bill Bell reported there were 3 new driveways completed and 2 more in the process, and also a few more roofs.

Landscape Report: Duane "Duke" Kobs reported that 10 trees had been removed.

Pools: Dennis Jablonski reported a lot of usage of the pools this season. Temperature of pools tries to stay around 82 F. Reduction of the cost of heating pools is about 48.46%. \$34,400 was budgeted this year for pools.

Communications: Suzanne Nystrom discussed the timing of the newsletter and informational letter. There will be some corrections but no changes in the CC&Rs and By-Laws. The newsletter will be sent in June and December.

Lloyd reported that the parking areas are being re-stripped and the towing signs repositioned. An informational letter will be sent to homeowners about parking on their driveways.

A Motion made by Suzanne and seconded by Jerry to adjourn. Motion passed.

Meeting adjourned at 5:45PM

Florence Sexton Secretary

CHOA Minutes of Monthly Board Meeting September 13, 2006

The meeting of the Board of directors of the Charbonneau Homeowners Association, an Oregon Non-profit Corporation was called to order by President Clair Simmons at 4:02 pm at the C Recreation Hall, Wilsonville, Oregon.

Present: Clair Simmons, Bill Bell, Suzanne Nystrom, Jerry Ricken, Del Thomas Florence Sexton, Sandra Pagels, Dennis Jablonski

Absent: Duane "Duke" Kobs

Non Members Present: Lloyd Farnsworth, Patti and Ray Miller, Chuck and Susan Eggleston, Marlene Ellinghouse, Nora Martin, Rolf Pagels

Del Thomas moved to accept the minutes of the August meeting as read. Dennis Jablonski seconded. Motion passed.

Treasurers Report: Del Thomas reported that 6 homeowners were in arrears totaling \$2065. Four of those would be sent demand letters. \$2,200 above projection on income. Reserve account was \$152,897 end of August. \$800 was paid out for new pressure washer.

Architectural Report: Bill Bell said the driveway inspection has completed and graded 1 thru 10. Five driveways graded 1 should be replaced by homeowners. Bill will draft those homeowners a letter advising them to have the work done within a 6 months time frame.

There was an ongoing discussion on Satellite dishes as the Country Club would like to have CHOA residents meet their requirements. This is being taken under advisement.

Security: Sandra Pagels reported she had sent out 9 letters.

Landscape Report: Jerry Ricken reported that tree trimming and removal will use up the \$10,000 surplus. Jerry requested that the paper boxes in C area be removed by next year. Board approved.

Pools: Dennis reported that the solar covers are continuing to save the association money. The arbor at F & G pool was repaired and painted. The heater was replaced on B pool. The pools are budgeted to be open thru the end of September. Lloyd requested purchasing 10 new chairs for the C recreation hall.

CHOA's Monthly and Annual Meeting Minutes from January 2004 to present

The board recognized Clair Simmons letter of resignation from the board. Suzanne Nystrom nominated Dennis Jablonski to serve as president. Sandra Pagels Seconded. The motion passed unanimously.

Dennis announced that Chuck Eggleston has agreed to come on the board as pool chairman. Bill Bell made a motion for Chuck Eggleston to be on the board as pool chairman. Jerry Ricken seconded. Motion passed.

Suzanne reported the core documents are about ready to be approved.

Del Thomas moved to adjourn. Sandra Pagels seconded. Meeting was adjourned at 5:40PM

Florence Sexton

Secretary

CHOA MINUTES OF MONTHLY BOARD MEETING October 11, 2006

The meeting of the Board of Directors of the Charbonneau Homeowners Association an Oregon Non-profit Corporation was called to order by President Dennis Jablonski at 4:01PM at the C Recreation Hall, Wilsonville, Oregon.

Present: Dennis Jablonski, Del Thomas, Jerry Ricken, Florence Sexton, Suzanne Nystrom, Chuck Eggleston.

Absent: Sandra Pagels, Bill Bell

Non Members Present: Clair Simmons, Larry Kent, Lloyd Farnsworth

The minutes were reviewed and Suzanne Nystrom moved to accept the minutes as written. Jerry Ricken seconded.

Motion passed.

Duke has resigned from the Board. Larry Kent has agreed to serve. Suzanne Nystrom moved to accept Larry Kent as the new Board Member serving as associate landscape chairman, seconded by Jerry Ricken. Motion passed unanimously.

Dennis presented a plaque of appreciation to Clair Simmons for his years of service on the Board.

Treasurers Report: Del Thomas reported \$2554 above budget. \$59,000 renewed the CD's for 8 months at Wells Fargo Bank.

Landscape budgeted for end of year is \$48,404. The amount left in budget for the end of year is \$6733. Reserves are continuing to climb. Balance is \$154,560.89. Almost \$3,000 put in reserve fund each month. All insurance accounts are now paid. Two homeowners are still outstanding in monthly dues.

Landscape: Jerry Ricken reported a 1.9% increase in Garron proposal for next year. Concentration on trimming trees along Boones Bend and Fairway Drive. 32120 Boones Bend Road has a leaking water station. Repair leak and replace filter will be discussed at budget meeting October 27. This expense would be taken out of the reserve account.

Pools: Chairman Chuck Eggleston reported that all pools were now closed.

Communication: Suzanne reported the core explanatory documents are ready to download. Newsletter will be sent out in December. The minutes of Board Meeting will not be on the web site.

Lloyd announced that he had been replacing exterior lights. He will get estimates for removing roof on the C pool.

Dennis read a letter from the Charbonneau Golf Club Board asking to use the C Recreation building for their board meetings.

After a discussion the CHOA Board approved. Del Thomas made a motion to have Dennis send a letter out to homeowners addressing the guest-parking problem, Suzanne seconded. Motion Passed.

Suzanne moved to adjourn the meeting. Larry Kent seconded. Motion passed. Meeting was adjourned at 5:26 PM

Florence Sexton

Secretary

CHOA's Monthly and Annual Meeting Minutes from January 2004 to present

CHOA MINUTES OF MONTHLY BOARD MEETING November 8, 2006

The meeting of the Board of Directors of the Charbonneau Homeowners Association, an Oregon Non-profit Corporation was called to order at 4:02 PM by President Dennis Jablonski at the C Recreation Hall, Wilsonville, Oregon.

Present: Sandra Pagels, Suzanne Nystrom, Del Thomas, Bill Bell, Dennis Jablonski, Larry Kent, Florence Sexton, Chuck Eggleston

Absent: Jerry Ricken

Non-board members Present: Lloyd Farnsworth

Del Thomas moved to accept the minutes of the last meeting as presented. Larry Kent seconded. Motion passed.

Treasurers Report: Chairman Del Thomas announced that liens had been filed on 2 homeowners. West Coast Bank has the reserve account, which is in good position.

Architectural: Chairman Bill Bell has sent out 2 letters concerning satellite dishes. He will send out letters the end of March to homeowners whose driveways need replacing.

Communications: Chairman Suzanne Nystrom requested Board members review business affairs. Articles for the newsletter need to be received by December 13th meeting. Mailing date for the Charbonneau Chat Newsletter is Dec 20th.

Security and Welcoming: Chairman Sandra Pagels announced she had no calls during the last month.

Pools: Chairman Chuck Eggleston reported all pools are closed. Two Pool covers still need to be wrapped.

Landscape: Co-chairman Larry Kent reported basically no change.

Lloyd said the C area mailbox re-do making them wheelchair accessible cost \$840. PUD Planned Unit Development. Our Bylaws will be recorded.

Dennis said the guest-parking situation has improved since the letter went out to the homeowners.

Del passed out the recommended budget for 2007. Increased interest rates made our reserve go up. Insurance rate went down. Bill Bell moved to accept the 2007 budget. Larry Kent seconded. Motion passed unanimously.

Dennis made the motion to appoint Bill Bell as Vice-President of the CHOA Board. Sandra Pagels seconded. The motion passed.

Bill Bell moved to adjourn the meeting. Del Thomas seconded. The meeting adjourned at 5:40 PM.

Secretary Florence Sexton

CHOA MINUTES OF MONTHLY BOARD MEETING December 12, 2006

The meeting of the Board of Directors of the Charbonneau Homeowners Association, an Oregon Non-profit Corporation was called to order at 4:03 PM by President Dennis Jablonski at the C recreation Hall, Wilsonville, Oregon.

Present: Dennis Jablonski, Chuck Eggleston, Sandra Pagels, Suzanne Nystrom, Jerry Ricken, Florence Sexton.

Absent: Del Thomas, Bill Bell, and Larry Kent

Non Board Members Present: Lloyd Farnsworth

Suzanne Nystrom moved to accept the minutes as corrected; seconded by Jerry Ricken. Motion passed.

Treasurers Report: Dennis read Del's report that 1 Ie in in force in accounts receivable. \$9000 over budget to date and we are about breaking even for the year. The reserve account for Oct is \$157, 909

Pools: No new news

CHOA's Monthly and Annual Meeting Minutes from January 2004 to present

Security: Sandra reported 1 new homeowner this month. Usually about 2 residents a month call Wilsonville security to update their systems.

Communications: Suzanne announced she will get the Charbonneau Chat December 13 th. The Directory has not been approved as yet.

Landscape: Jerry Ricken reported that 4 or 5 small trees were lost in the last storm. He is getting a better response from Garron.

Lloyd reported the gutters are being cleaned now. This is once a year process. Lloyd said the satellite dishes are still an issue. Steve Perry has filed a complaint about the dishes located in CHOA residences. There are 36 dishes located in CHOA residences.

There are 36 dishes in CHOA but only seven need to be moved. The satellite item will be discussed further at the next meeting.

Dennis stated he would like to see some upgrades on C Rec Hall. He also said the guest-parking situation has improved. Suzanne made the motion to adjourn the meeting. Jerry seconded. Meeting adjourned at 6:095Pm

Secretary Florence Sexton

CHOA MINUTES OF MONTHLY BOARD MEETING January 10, 2007

The meeting of the Board of Directors of the Charbonneau Homeowners Association, an Oregon Non-profit Corporation was called to order at 4:02 PM by President Dennis Jablonski at the C Recreation Hall, Wilsonville, Oregon.

Present: Sandra Pagels, Dennis Jablonski, Suzanne Nystrom, Chuck Eggleston, Del Thomas, Florence Sexton

Absent: Bill Bell, Larry Kent, and Jerry Ricken

Non Board member present: Lloyd Farnsworth

Security: Sandra Pagels sent out 3 letters to new homeowners. There was a discussion about the need for C Rec Hall rest rooms being made secure. Sandra will check out the cost with Wilsonville Security.

Treasurers Report: Del reported 2 liens still in force. \$3,000 transferred from budget surplus at year end leaving the reserve balance \$162,533

Communication: Chairman Suzanne Nystrom will have corrections for the directory at the annual meeting in March. A discussion followed on the format of the directory dividers. There will be 5 divisions in the directory.

Pools: Chairman Chuck Eggleston reported the electric bill for the pools appear to be excessively high. He will discuss this with Ann Higgins.

Lloyd reported 3 homeowners have replaced bad driveways. He met with insurance agent, Jay Puppo about the need to check residents' security systems to see if they function properly.

There was a discussion about satellite dishes in our association. Six dishes need to be moved to comply with country Club directives. The dishes are supposed to be painted the color of the home exterior.

CHOA's Monthly and Annual Meeting Minutes from January 2004 to present

There was a discussion about CHOA board members submitting articles for the Villager as Suzanne Nystrom suggested. Dennis put in motion form and Sandra Pagels seconded. The vote was 5 against and 1 in favor. Motion did not pass.

Discussed improvements to the C Rec Hall. Chuck Eggleston agreed to chair a committee to decide on what avenue to move forward. The Dancing Brooms clean the rest rooms at the pools and should extend their cleaning to include the C Rec Hall all year long.

Chuck moved the meeting be adjourned and Sandra seconded the motion. Motion passed and meeting adjourned at 5:56 PM.

Secretary

A. Florence Sexton

CHOA MINUTES OF MONTHLY BOARD MEETING February 15, 2007

The meeting of the Board of Directors of the Charbonneau Homeowners Association, an Oregon non-profit corporation was called to order at 3:59 PM by President Dennis Jablonski at the C Recreation Hall, Wilsonville, Oregon.

Present: Dennis Jablonski, Chuck Eggleston, Jerry Ricken, Del Thomas, Sandra Pagels, Florence Sexton, Suzanne Nystrom.

Absent: Bill Bell, Larry Kent

Non-board members present: Lloyd Farnsworth

The minutes were reviewed and Suzanne Nystrom made the motion to accept them as corrected. Jerry Ricken seconded. Motion passed.

Landscape: Chairman Jerry Ricken reported that 5 trees had been removed this year.

Treasurer's report: Del Thomas said 3 liens had been filed on delinquent accounts. See attached report. The reserve account is growing. In Jan. 2007 it was \$165,946.

Security: Sandra Pagels recommended C Rec building and restrooms have better locks. Chuck Eggleston moved to get a security system on C Recreation hall, seconded by Del Thomas. After a discussion the motion was tabled. Sandra sent out 1 letter to a new homeowner.

Pools: Chuck Eggleston had nothing to report.

Communication: Suzanne Nystrom purchased 252 binders at \$1.14 each. Suzanne moved that the directory be printed in black and white. Jerry Ricken seconded. Motion passed. Total cost of binders will be \$287.28 Dennis moved to authorize Suzanne to complete this project and spend up to \$1500. Sandra seconded. Motion passed.

Suzanne volunteered to serve on the committee to decorate C Recreation Hall

CHOA's Monthly and Annual Meeting Minutes from January 2004 to present

Lloyd discussed roof removal on C pool. In off-season pools gates should have dead bolts and the inside section of the pool gate locks should be thumb turns, not locks as required by the local fire department. The Board directed Lloyd to proceed with getting the pool gates raised and the pool gate locks changed from keys on both sides to thumb turn on inside and key on outside with a separate deadbolt for off season security. The key for the off-season lock will be different and the pool committee chairman and the administrator will be the only ones with keys.

The board will reconvene after the annual meeting March 5th.

Jerry Ricken moved the meeting be adjourned. Chuck Eggleston seconded. Motion passed.

Meeting Adjourned at 5:22 PM

Florence Sexton

CHOA MINUTES OF ANNUAL MEETING March 5, 2007

Minutes of the Annual Meeting of Charbonneau Association, an Oregon Non-profit Corporation, held at the Charbonneau Country Club.

President Dennis Jablonski called the meeting to order at 7: 00 PM

Board Members present: Dennis Jablonski, Chuck Eggleston, Jerry Ricken, Florence Sexton, and Suzanne Nystrom

Board Members absent: Bill Bell, Sandra Pagels, Del Thomas, Larry Kent

Present: Administrator Lloyd Farnsworth

The minutes of last year's annual meeting were reviewed and a motion made to approve, Motion seconded and passed.

Lloyd gave the architectural report in Bill Bell's absence. He explained homeowners must submit the proper form and get board approval on any exterior architectural change. Approval of insight neighbors is also needed. The Country Club architectural committee determines satellite dish restrictions.

Landscape: Chairman Jerry Ricken reported that they stayed within the budget. We lost 12 trees during storms this year.

Florence read Sandra Pagels welcoming and security report.

Communications: Suzanne Nystrom reported the directory was ready to go to press after to-nights' election. All Homeowner can use the website at "Charbonneau Neighbors.com". The directory will be delivered early in April.

Pools: Chairman Chuck Eggleston announced that pool covers were introduced 2 seasons ago. Now all CHOA's pools are covered and this saves a large amount of money. The fire department requires keyless dead bolt on pool gates so all pools will get taller gates and deadbolts with thumb turns on the inside. Also a new deadbolt with a separate key will be installed at all pools with only the Administrator and the pool committee chair with a key for off-season security. Portions of roof will be removed above the C pool. C Rec hall will get some furniture so usage will be increased. Pool monitors were announced. Pools will open Memorial Day weekend and close the end of September, weather permitting.

Treasurers Report: Dennis Jablonski reported in Chairman Del Thomas absence. Audit is about completed. Surplus of About \$3,000 moved into reserve account. There is \$162,000 in reserve. Dennis asked membership to approve carrying excess over to this year. Members voiced approval.

CHOA's Monthly and Annual Meeting Minutes from January 2004 to present

Administrators Report: Lloyd presented pen set to Bob Carl and Nan and George Dewey as the residents living in CHOA longest.

Ken Bartus of Garron Grounds reported that some of the landscaping is 35 years old. Their contract is to maintain existing plantings. Garron is now in the process of spraying moss. About 22 drains are not hooked up to go underground.

Scott Vosberg from Wilsonville Lock and Security reported 178 of the 228 homes in CHOA had been checked. Do not turn your phone off if you leave for an extended time, as your system won't function correctly.

President Dennis Jablonski reported C Rec Hall has a new poker table that can be reversed into a dining table. If any homeowners want to use the C Rec Hall, call Jerry Ricken. Dennis sent a letter to the Director of Public Works for the City of Wilsonville concerning the maintenance of a section of Boones Bend Road. So far no answer.

Dennis moved to elect the 3 names on the ballot: Suzanne Nystrom, Robin Santos, and Dennis Jablonski. They were unanimously approved.

Dennis presented outgoing Board member Florence Sexton with a plaque for service on the Board.

There was a drawing for the lovely floral arrangements on the tables.

Motion to adjourn was made and seconded. Meeting adjourned at 8:55PM

Secretary
Florence Sexton

CHOA MINUTES OF MONTHLY BOARD MEETING MARCH 14, 2007

The meeting of the Board of Directors of the Charbonneau Homeowners Association, an Oregon Non-profit Corporation was called to order at 4:04 PM by President Dennis Jablonski at the C Recreation Hall, Wilsonville, Oregon.

Present: Dennis Jablonski, Suzanne Nystrom, Chuck Eggleston, Jerry Ricken, Larry Kent, Robin Santos

Absent: Sandra Pagels, Del Thomas, Bill Bell

Non Board member present: Lloyd Farnsworth

Minutes from the last meeting were reviewed and motion to accept was made by Jerry Ricken and seconded by Dennis Jablonski.

Dennis asked board if there was any interest in changing positions for the board. All responded that they were fine as it stood. Jerry made the motion to accept the board members' decision, and Dennis second it.

Dennis reported that the audit had been completed. Everything came out fine as shown in the report.

Treasurers Report: Del passed out the report and the board went over it with him. Everything was in check and balance.

Landscape: The budget for landscape is looking good. Due to fallen trees during the winter we were over budget, but are under budget for pruning.

CHOA's Monthly and Annual Meeting Minutes from January 2004 to present

Architecture: Bill Bell reported that the letters had been sent out for driveways in need of repair. The necessary repairs need to be done within 6 months. Satellite dishes were discussed. Bill is agreeable to speak with the owners of the 7 dishes in potential need of moving. After that it's a dead issue for the CHOA. and will need to be dealt with by the Country Club itself.

Communications: Suzanne reported that there has been a printing problem and corrections needed to be made. She was hoping they would be ready within a week. It is noted that each book belongs to the house it goes to, and not to be taken when the current owner sells and moves.

The Charbonneau Chat was mentioned, and that articles would be needed.

Pools: Lloyd has arranged to have a contractor to remove the roof at pool C. It was discussed to hire the contractor as an employee of the Homeowners, paying him workman's compo HOA would supply a dumpster. While the pool is empty of water its surface would be checked for repair.

B pool is due this year for resurfacing, but would forgo it to do Pool C.

All approved the roof replacement by a contractor hired as an employee. The time frame would be one to two weeks at \$35 per for workman compo

Chuck reported that the pools need new dead bolts, i.e. new keys. The new deadbolts, with 4 master keys will cost \$512. All present approved this expenditure. Suzanne moved to present the keys with the new books to the homeowners. The motion was seconded by Bill Bell.

Lloyd reported that all the pool systems are intact. We will need to locate someone to clean the pools and cover them nightly.

Dennis reported on the workings with the City of Wilsonville on the matter of certain streets being owned by the city or not. Conversation has been held with Delores, who works with the city, and will continue.

New business: It was mentioned that there is a need for a couch and comfortable furniture for C room.

Sandra Pagels spoke of a sewage backup into her home, and those of her neighbors. There had been communication with the city of Wilsonville, but left to the homeowner to deal with. Lloyd said he will find out who we are supposed to speak with at City Hall, and a letter is to be drawn up stating the problem.

Robin moved to adjourn, and was seconded by Jerry.

Robin Santos

CHOA MINUTES OF MONTHLY BOARD MEETING APRIL 11, 2007

The meeting of the Board of Directors of the Charbonneau Homeowners Association, an Oregon Non-profit Corporation, was called to order at 4:02 PM by President Dennis Jablonski, at the C Recreation Hall, Wilsonville, Oregon.

Present: Dennis Jablonski, Sandra Pagels, Bill Bell, Suzanne Nystrom, Del Thomas, Jerry Ricken, Chuck Eggleston, Robin Santos

Absent: Larry Kent

Non Board member present: Lloyd Farnsworth

CHOA's Monthly and Annual Meeting Minutes from January 2004 to present

The minutes from the last meeting were reviewed and motion to accept was made by Del Thomas, and seconded by Suzanne Nystrom.

Security and Welcoming: It was stated that we can alarm the bathrooms, and it was deemed necessary due to the break-ins at C building. The feeling was unanimous on the need to alarm. A presentation was requested to be done by Scott.

Lloyd reported that he and Dennis had changed all the light bulbs for exterior lighting.

Pools: Chuck brought up the issue of the removal for the roof at C pool Dennis authorized Chuck and Lloyd to make the decision on the roof as per the current bid of \$12,000.

The gates at pools need to be brought up to code, and Chuck is looking into the esthetics of them. They need to be 48" high and covered with mesh for security.

Landscape: Jerry reported on the removal of downed trees, and to the staggering in pruning of trees lining the streets. The beginning of pruning will be in April, and will include Lake Ct., and Fairway Dr.

Communications: Suzanne questioned the expense and necessity of having all of the forms in the handout book. It was decided to leave most of them out of it, and having request required. Suzanne also brought up the need of members help to put the books together. We will all meet at 3:00 at Pool C recreation hall for this task.

Jerry made the motion to adjourn the meeting, and Chuck made the second.
Robin Santos, Secretary

CHOA MINUTES OF MONTHLY BOARD MEETING MAY 9, 2007

The meeting of the Board of Directors of the Charbonneau Homeowners Association, an Oregon Non-profit Corporation, was called to order at 4: 15 by President Dennis Jablonski, at C Recreation Hall, Wilsonville, Oregon.

Present: Dennis Jablonski, Sandra Pagels, Del Thomas, Suzanne Nystrom, Jerry Ricken, Bill Bell, Chuck Eggleston, and Robin Santos.

Non Board members present: Larry Kriegshauser, Lloyd Farnsworth

The minutes from the last meeting were reviewed and motion to accept was made by Del Thomas, and seconded by Bill Bell.

Security and Welcoming:

Scott from Alarm Central gave his presentation on securing Building C. After the overall view, he was thanked and left, leaving the board to discuss the possibilities. It was moved by Suzanne to have Scott alarm the building and accept his proposal for alarming the doors, bathrooms, and a motion detector. Sandra seconded the motion, it was carried unanimously. Discussion was then on the response position. Sandra was to check when First Response did their last check during the night, and have them check the C building at that time.

Landscape:

Jerry reported that the circle in G area has been finished. It will be \$1,118 to trim Boones Bend trees for truck clearance at about 14'.

CHOA's Monthly and Annual Meeting Minutes from January 2004 to present

A tree leaning near the Charbonneau sign needs to be removed, but first decided if it is our removal or the CC's.

Two trip hazards were reported from Fairway to the F and G pool, and one by C building.

Larry Kriegshauser was introduced as Larry Kent's replacement on landscape. Dennis made the motion to accept Larry onto the board, and seconded by Sandra.

Communications:

Suzanne handed out the address stickers for the new homeowner books to the board members. These books had been compiled by the board members before this meeting. Lloyd is to supply a reverse directory to the board in order to help with the delivery of the book.

Treasurer:

Del announced that in accounts receivable there are three homeowners in arrears. O'Connor owes \$2,263., and no communication. Legal action will be taken Richard Byle. A 90-day letter, and then a 120-day letter are sent as of now. It was suggested we go to 60/90/120, and at 150 days go for legal action. Dennis made the motion to do this, and it was seconded by Chuck. The budget is in line, and under year to date.

Architecture:

Bill reported that there has been some conversation on areas for survey. Authorization for survey by board, and the next step to be discussed afterwards.

Five of seven were contacted about satellites, and two were upset with this. Bill is done with dishes. Our due diligence is complete, and it is now a CC issue.

Pool: Chuck reported the roof is down, and pool filled at C. Covers will be off by Mother's Day weekend.

Lloyd needs to do trim around C.

Fences and gates are all up. Brendon will be covering pools daily. A pool committee meeting will be called. A motion to adjourn was a made by Suzanne and seconded by Bill.

Robin Santos
Secretary

CHOA MINUTES OF MONTHLY BOARD MEETING JUNE 13, 2007

The meeting of the board of Directors of the Charbonneau Homeowners Association, an Oregon non-profit corporation, was called to order at 4:02 PM by President Dennis Jablonski, at C Recreation Hall, Wilsonville, Oregon.

Present: Dennis Jablonski, Jerry Ricken, Sandra Pagels, Bill Bell, Del Thomas, Suzanne Nystrom

Absent: Robin Santos, Larry Kriegshauser

Non-members present: Lloyd Farnsworth, Ron Halter, Nona Martin, Florence Sexton

The minutes were reviewed from the last meeting. Del Thomas moved the minutes be approved as corrected, Bill Bell seconded. Motion passed.

CHOA's Monthly and Annual Meeting Minutes from January 2004 to present

Treasurer's report: Chairman Del Thomas announced that 3 homeowners were overdue and 2 properties have been turned over to the attorney. Close to being on budget. See attached lists. Directory costs came out of reserves. Landscaping was under budget \$903.

Architecture: Chairman Bill Bell reported 2 trees were being taken down so three homeowners can replace driveways.

Security: Chairman Sandra Pagels said Wilsonville Security would be securing C Rec Hall and then by June 25th the restrooms there.

Landscape: Chairman Jerry Ricken announced trimming will begin next week at B-1. We are losing plants due to root weevil. White tags around shrubs denote "to be trimmed." Red tags "to be removed."

Communications: Chairman Suzanne Nystrom said any extra directories should be given to Lloyd or Sandra. There has been lots of positive feedback on the new directories. Three pages will be re-done and mailed out. The new directory is available on the Country Club website. The Chat has a July 1st date. Dennis wrote an article in the Chat that will address the pet problem.

Pools: Chairman Chuck Eggleston reported all pools are open. Still have some cleaning issues and lights to be replaced. He requested an electronic thermometer to check pool temperatures.

B pool will be re-done next year. After a lengthy discussion, Chuck suggested F and G pools be 86 degrees because of the water aerobic class. Other pools 82-84 degrees with 83 being the mid temp. Monitor for one month.

Dennis moved to adjourn the meeting. Bill Bell seconded. Meeting adjourned at 5:55PM.

Florence Sexton for Robin Santos

CHOA MINUTES OF MONTHLY BOARD MEETING JULY 11.2007

The meeting of Directors of the Charbonneau Homeowners Association, an Oregon nonprofit corporation, was called to order at 4:01 PM by Dennis Jablonski. at C Recreation Hall, Wilsonville, Oregon.

Present: Dennis Jablonski, Sandra Pagels, Bill Bell. Del Thomas. Suzanne Nystrom Chuck Eggleston

Absent: Robin Santos, Jerry Ricken, Larry Kriegshauser

Non-Members Present: Nona Martin, Arlene Dana, Pat Simmons, Lloyd Farnsworth

Nona Martin, Arlene Dana, and Pat Simmons were present to thank the board for having Lloyd increase the pool temperatures. Most swimmers are now happy with the temperatures.

Pool Committee: Chuck says the pools look good and the County pool inspection went well. Chuck has made a spreadsheet of information from Ann to track the cost of the higher pool temperatures. A discussion about making any pool available to any homeowner in CHOA then began. Chuck made a motion to make any pool available to any CHOA member and Sandra seconded it. The motion had to be tabled for lack of votes at this meeting.

Treasurers Report: The Association has a CD that is due on July 18 and Del will review by next meeting. Del's report is as attached.

CHOA's Monthly and Annual Meeting Minutes from January 2004 to present

Security and Welcoming committee: Sandra reported on the glitch that happened last month and it has been corrected. Sandra will be gone for the month of August so she won't be here for the next meeting.

Chuck says he needs a C Rec Hall key. Lloyd will get him one.

A discussion followed about a homeowner's lack of cooperation in maintaining their home and fence. It was suggested that Lloyd repair the fence in question. Lloyd suggested that he could do so but it would be harder to collect from the homeowner. He suggested the association find what kind of financial situation the house is in before doing any repairs. Del asked Lloyd to find that information Lloyd will work with Bill Bell on this.

Architectural Committee: Bill discussed the satellite dish situation and said he talked with Mr. Woodhouse who has the most visible dish in the Association. Mr. Woodhouse said he isn't using the dish and will remove it.

Communications Committee: Suzanne reported the Chat has been sent to all homeowners but it was the wrong final version. It contained some errors.

President: Dennis reported on the parking situation and Suzanne suggested a reminder be added to the Chat. A discussion of buying furniture for the C Rec hall then ensued. Dennis said he is chairing the committee and is waiting for more input on suggestions from Jerry Ricken and his wife before asking the board to approve any expenditure.

The Board then discussed Guest Parking signs.

A motion was made to adjourn the meeting and seconded

Meeting adjourned at 6:05PM

Robin Santos

Secretary

CHOA MINUTES OF MONTHLY BOARD MEETING AUGUST 8, 2007

The meeting of Directors of the Charbonneau Homeowners Association, an Oregon non-profit corporation, was called to order at 4:03PM by Dennis Jablonski, area C Recreation Hall, and Wilsonville, Oregon.

Present: Dennis Jablonski, Bill Bell, Suzanne Nystrom, Jerry Ricken, and Chuck Eggleston

Absent: Larry Kriegshauser, Sandra Pagels, Robin Santos, and Del Thomas

Non-Members Present: Lloyd Farnsworth, Nina Henderson

No minutes were presented at this meeting

Nina Henderson presented information to get the Board to lower the pool temperatures again to 82. Dennis said the board would reconsider and let her know.

Treasurers Report: Given by Dennis Jablonski and the written report by Del is enclosed.

Architectural Committee Report: Bill Bell reported that 6 of the targeted bad driveways have been replaced, one lady wants to wait until next year, and Lloyd has been unable to contact 3 others. The price to remove and re-pour the common area serving C-01, C-02, C-03, and C-04 would be about \$12,000.

The result of the survey of the A area concerning painting next year so far is 26 for delaying the painting and 5 against. Bill has composed a letter to Dave Schaller advising him that his use of the common area between him and Ed Stelle can continue but only at the discretion of the present board

Communications Committee: Suzanne needs to update the directory concerning the pool temperatures. She asked if Weight Watchers could meet here on Wednesdays at 9AM.

A discussion of pool guests being accompanied by a homeowner then ensued

Landscape Committee: Jerry discussed where the landscape expenditures are in the budget.

CHOA's Monthly and Annual Meeting Minutes from January 2004 to present

Dennis thanked everyone for doing such a good job staying within the budget.

Bill Bell suggested the board send a "How are we doing" letter to all homeowners. It was discussed and decided to send the letter with Bill and Suzanne composing it.

Dennis discussed the problem with Zig Zakovics not keeping his dog on a leash.

The board then had another discussion of pool temperatures.

Jerry made a motion to adjourn, Suzanne seconded, and the meeting was adjourned at 5:45PM

Lloyd Farnsworth for Robin Santos

CHOA MINUTES OF MONTHLY BOARD MEETING SEPTEMBER 12, 2007

The meeting of Directors of the Charbonneau Homeowners Association, an Oregon non-profit corporation, was called to order at 4:03PM by Dennis Jablonski, area C Recreation Hall, and Wilsonville, Oregon.

Present: Dennis Jablonski, Bill Bell, Suzanne Nystrom, Jerry Ricken, and Chuck Eggleston

Absent: Larry Kriegshauser, Sandra Pagels, Robin Santos, and Del Thomas

Non-Members Present: Lloyd Farnsworth, Nina Henderson

No minutes were presented at this meeting

Nina Henderson presented information to get the Board to lower the pool temperatures again to 82°. Dennis said the board would reconsider and let her know.

Treasurers Report: Given by Dennis Jablonski and the written report by Del is enclosed.

Architectural Committee Report: Bill Bell reported that 6 of the targeted bad driveways have been replaced, one lady wants to wait until next year, and Lloyd has been unable to contact 3 others. The price to remove and re-pour the common area serving C-01, C-02, C-03, and C-04 would be about \$12,000.

The result of the survey of the A area concerning painting next year so far is 26 for delaying the painting and 5 against.

Bill has composed a letter to Dave Schaller advising him that his use of the common area between him and Ed Stelle can continue but only at the discretion of the present board

Communications Committee: Suzanne needs to update the directory concerning the pool temperatures. She asked if Weight Watchers could meet here on Wednesdays at 9AM.

A discussion of pool guests being accompanied by a homeowner then ensued

Landscape Committee: Jerry discussed where the landscape expenditures are in the budget.

Dennis thanked everyone for doing such a good job staying within the budget.

Bill Bell suggested the board send a "How are we doing" letter to all homeowners. It was discussed and decided to send the letter with Bill and Suzanne composing it.

Dennis discussed the problem with Zig Zakovics not keeping his dog on a leash.

The board then had another discussion of pool temperatures.

Jerry made a motion to adjourn, Suzanne seconded, and the meeting was adjourned at 5:45PM

Lloyd Farnsworth for Robin Santos

CHOA MINUTES OF MONTHLY BOARD MEETING September 12, 2007

CHOA's Monthly and Annual Meeting Minutes from January 2004 to present

The meeting of the Board of Directors of the Charbonneau Homeowners Association, an Oregon Non-profit Corporation, was called to order at 4:03 PM by President Dennis Jablonski, at C Recreation Hall Wilsonville, Oregon.

Present: Dennis Jablonski, Chuck Eggleston, Jerry Ricken, Suzanne Nystrom, Del Thomas, Bill Bell, and Robin Santos
Absent: Larry Kriegshauser, Sandra Pagels

The minutes from the last meeting were read. Motion to accept was made by Del Thomas, and seconded by Suzanne Nystrom. All approved.

It was mentioned that we should bump the dues, and that it would be discussed with the budget process.
Treasurer: Del Thomas stated that it was the fiduciary responsibility of the board to spend the dollars required to support the assets of the homeowners. There was agreement to this.

Pools: Chuck Eggleston stated that there had been good use of the pools, and due to that he was over budget for chlorine and heating. There was discussion on maintenance and pool temperature. Proposal was made to keep the temps at 85 to 86 degrees. It is our intent to heat the pools from 84-86 degrees weather permitting. Chuck made motion to propose that we do just that, and Suzanne seconded it. Motion passed unanimously.

Landscape: Jerry Ricken stated that lots of trees need to come down. It will put the budget over, but will balance out.

Communication: Suzanne spoke of the Homeowners website.

Architectural: Bill Bell talked about two trees needing to be removed to make way for new driveways. A area is due to paint next. Arbor Lake Homeowners questioned our approval of two driveways. One is slate, and the other is stamped gray concrete. This should go to the Country Club committee.


Dennis reported on a letter from Jim Gibbons on a complaint about insurance costs. The reply to Jim concerning rates, proposed that he look for a new policy source since he is insurance savvy.

There have been many complaints on cars parked in guest parking, and dogs off leash.

There has been a letter sent to Zig on walking his dog off leash, and no bags for picking up the poop. There have been complaints on this particular resident from homeowners and golfers. Please be aware of this situation.

It was reported that Mrs. Ricken had checked on furnishing C room. It was agreed by the board to allocate \$1,000 to Jerry for a game table, couch, chairs, and a ping-pong table. The motion for this was made by Del, 2nd by Suzanne, and passed by the board.

Motion to adjourn was made by Bill and seconded by Jerry. Meeting adjourned at 5:45.

Robin Santos

Secretary

CHOA MINUTES OF MONTHLY BOARD MEETING October 10, 2007

The meeting of Directors of the Charbonneau Homeowners Association, an Oregon Nonprofit Corporation, was called to order at 4 PM by Dennis Jablonski, at the C Recreation Hall, Wilsonville, Oregon.

Present: Dennis Jablonski, Sandra Pagels, Bill Bell, Del Thomas, Jerry Ricken, Suzanne Nystrom, Larry Kriegshauser, Chuck Eggleston

Absent: Robin Santos

Non-Members present: Lloyd Farnsworth

The minutes from the last monthly board were reviewed and a motion was made by Bill to approve with changes, with a 2nd by Chuck. Minutes were approved with changes unanimously.

CHOA's Monthly and Annual Meeting Minutes from January 2004 to present

Treasurer Report: Looking good. Del passed budget work sheets with a discussion of the 2008 budget. Del will call Chairman for a budget committee meeting to bring to the Board. Larry began a discussion of the Golf Club. Del's Finance report is included as a separate sheet.

Landscape Chair: Jerry reports the irrigation system has been shut down for the winter. He needs to have more tree removals completed before the winter winds arrive. As of this date he reports he has \$1,199.84 left for the year.

Security Chair: Nothing to report. Two homeowners on Lake Point Ct. and a homeowner on Fairway had something stolen. A discussion of C Rec Hall furniture then began.

Pool Committee Chair: Pools are closed for the season. Thanks to Lloyd.

Architectural Chair: How are we doing letter was discussed. There are only 4 left of the 18 driveways targeted to get replaced this year. A discussion of the A area painting for next year was discussed. Considering the homeowner response and the physical appearance and the recommendation of the architectural Chair, the Board voted to delay the A Area painting until 2009 with the option to reconsider in the spring of 2009.

Communications Chair: We should send out another Charbonneau Chat in early January.

President: Karen Siegal is doing some repairs and need to use the guest parking for 2 months. A discussion of parking then followed. He has not heard from the city about the Boones Bend cul-d-sac issue yet.

Chuck has a request to keep a spa open during the winter.

Larry made a motion to adjourn the meeting with a 2nd by Jerry. By a unanimous vote the meeting was adjourned at 5:35 PM

Lloyd Farnsworth for Robin Santos, Secretary

CHOA MINUTES OF MONTHLY BOART MEETING November 14, 2007

The meeting of the Board of Directors of the Charbonneau Homeowners Association, an Oregon Non-profit Corporation, was called to order at 4:05 by President Dennis Jablonski, at C Recreation Hall, Wilsonville, Oregon.

Present: Dennis Jablonski, Suzanne Nystrom, Bill Bell, Chuck Eggleston, Sandra Pagels, Del Thomas, Jerry Ricken, Jim Gibbons, Larry Kriegshauser, and Robin Santos

Non board member: Lloyd Farnsworth

The minutes from the last meeting were reviewed and motion to accept was made by Bill Bell, and seconded by Sandra Pagels.

Treasurer's report: Del Thomas reported on budget. Pools are over budget, landscape is over budget, and the total amount over is \$8,241. This amount does not include what is due in liens for dues. Using CPI guideline the dues could increase by \$4 a month. Preliminary research suggests the raise. Motion to enforce the \$4 raise was made by Dennis Jablonski, and seconded by Sandra Pagels. It was carried unanimously.

Communications: Suzanne said that the main issue was parking. She had received a letter from the Paulsons concerning a parking issue for their remodel contractors. The issue was taken care of.

There was mention of the Chat for January, and that articles needed to be turned in at the January board meeting.

Landscaping: Jerry reported that he would be \$1,300 over by the end of the year. Pat Frazier's parking area had been a concern of neighbors, and had been beautified this past month.

Architectural: Bill Bell reported that there were four driveways left to complete.

Security and Welcoming: Sandra Pagels said there was nothing to report.

CHOA's Monthly and Annual Meeting Minutes from January 2004 to present

Pools: Chuck Eggleston said he would be looking into the pool expenses.

Lloyd reported that the lights had been adjusted for the time change and darkness.

Dennis Jablonski led discussion on the water meter situation. It was felt that the rates must be justified, and the formula that is to be used by the Golf Club thoroughly reviewed. The study for all water issues will be done by March, and they should have accurate numbers for us by May. Motion was made by the board that Dennis not sign the financial offer from the Golf Club until numbers are presented to and approved by the board. This motion was seconded by Suzanne.

There was a motion to adjourn the meeting by Bill Bell and seconded by Jerry Ricken. Meeting adjourned at 5:50.

Secretary

CHOA MINUTES OF MONTHLY BOARD MEETING December 12, 2007

The meeting of the Board of Directors of the Charbonneau Homeowners Association, an Oregon Non-profit Corporation, was called to order at 4:05 by President Dennis Jablonski, at C recreation Hall, Wilsonville, Oregon.

Present: Dennis Jablonski, Del Thomas, Jim Gibbons, Jerry Ricken, Bill Bell, Larry Kriegshauser, Robin Santos, and Chuck Eggleston

Non board member: Lloyd Farnsworth

Absent: Sandra Pagels and Suzanne Nystrom

Main agenda:

- Approve Budget
- Discuss water meter payment
- Deadline for Chat
- Committee reports
- Candidates for 2008

The minutes from the last meeting were reviewed, and it was recommended that they be revised to say accurate instead of good when referring to the numbers to be given us by the Golf Club in May concerning the water meters. This change was agreed upon by the board.

Treasurers Report: Del reported on the budget. Maintenance was high, but a large portion of this was due to hiring a new person to replace retiring Lloyd Farnsworth. There will be an overlap of the two wages in the retaining of Lloyd in an advisory position. Landscape was up \$3,650 due to a 2.1 increase by the landscape contractor.

Pools were up \$3,000 in utilities. It was discussed that in order to maintain pools within the budget, they would open two weeks later and close earlier in September. The temps would be lowered except for F and G pool. It was noted that complaints about the pools came from less than 5% of the homeowners.

There was an increase of \$8,700 for administration.

Larry moved to approve the budget, Jerry seconded, and the budget carried unanimously.

Dennis Jablonski led a discussion on reviewing the water meter options. It was agreed to have Dennis sign a 48-month agreement with the Golf Club for repayment of the meters. Robin made the motion for Dennis to sign the agreement, Chuck seconded the motion, and it was approved unanimously.

Communications: Suzanne would like our articles for the Chat by the end of December Landscape: Jerry reported on a few tree removals.

CHOA's Monthly and Annual Meeting Minutes from January 2004 to present

Lloyd: working on lighting

March 3rd is the annual homeowners meeting, and with it the election of officers. Those officers up for renewal are Sandra Pagels, Chuck Eggleston, and Bill Bell.

New Business: Lloyd has some tattered pool solar blankets that need replacing. Bill Bell made motion to replace the two covers, seconded by Larry, and approved by the board.

Del Thomas was thanked for a job well done.

Motion to adjourn was made by Jerry and seconded by Chuck. Meeting adjourned at 5:00.

Robin Santos

CHOA Board Meeting Minutes for January 16, 2008

The meeting of the Board of Directors of the Charbonneau Homeowners Association, an Oregon Non-profit Corporation, was called to order at 4:04 by President Dennis Jablonski, at C Recreation Hall, Wilsonville, Oregon.

Present: Dennis Jablonski, Jim Gibbons, Bill Bell, Chuck Eggleston, Sandra Pagels, Suzanne Nystrom, and Robin Santos

Non board member: Lloyd Farnsworth

Absent: Larry Kriegshauser and Jerry Ricken

The minutes were read and reviewed. They are to be revised to clarify the stated dollars spent for administration in the treasurer's report.

Treasurer: Jim Gibbons reported on the attached balance sheet report. Notices will be sent out by Ann to the homeowners who have over \$10 in their reserve account. Homeowner, Rivers, is delinquent on their secondary agreement for dues. A registered letter will be sent to the trusty of their bankruptcy.

A registered letter will be sent to O'Connor concerning his delinquent dues. There was discussion as to the handling of delinquent homeowners' dues.

Communication: Suzanne reported on guest parking being violated by homeowners. It was discussed at length. Suzanne stated that something needs to be addressed on this issue in an effort to correct the violations. End result was that there will be parking permits issued for legitimate reasons on temporary situations. There will be two people from which these permits can be received. Bill Bell and Suzanne Nystrom will be in charge of the permits. Requests for parking will need to be made in writing.

Security: Sandra reported on problems with theft on Fairway Dr. There were no new residents.

Pools: Chuck reported that he is looking into the high costs for utilities, and will have it to report at the next meeting.

Architecture: Bill Bell had only one new driveway to report.

Dennis asked Chuck Eggleston and Sandra Pagels if they would be willing to stay on the board. Both were in agreement that they would stay.

Dennis commented on a letter from a woman in Aurora who is concerned with trees being taken down on property along Miley Rd. She wanted our support in stopping the removal. Dennis deferred to Jim Gibbons, who had a letter explaining the use of the property in question. It is used for studies on trees, shrubs, and other agricultural interests. They grow them for a while, study the specimen, and then remove them to start over again. They operate as a licensed nursery. The studies

CHOA's Monthly and Annual Meeting Minutes from January 2004 to present

are done by Oregon State.

There was discussion on the future painting of the homes. Bill Bell will get together with Arbor Lakes' architectural board member to check on their paint contractor and costs.

Insurance was discussed, and agreed that it should be put up for bid. We have State Farm until July.

Mention as to the search for Lloyd's replacement was made by Dennis. He will be checking with other boards to see if we want a change in the administration duties or choose to stay as we have in the past.

Motion to adjourn the meeting was made by Chuck Eggleston, and seconded by Bill Bell. The meeting adjourned at 5:40PM.

Robin Santos
Secretary

CHOA Board Meeting Minutes for February 13 2008

The meeting of the Board of Directors of the Charbonneau Homeowners Association, an Oregon Non-profit Corporation, was called to order at 4:03 by President Dennis Jablonski, at C Recreation Hall, Wilsonville, Oregon.

Present: Dennis Jablonski, Jerry Ricken, Sandra Pagels, Jim Gibbons, Bill Bell, Chuck Eggleston, and Robin Santos

Non board member: Lloyd Farnsworth

Absent: Suzanne Nystrom and Larry Kriegshauser

The minutes were read, and reviewed. Motion was made by Jim Gibbons to approve the minutes and seconded by Bill Bell.

Treasurer report: Jim Gibbons stated that there are two large accounts still pending. The bankruptcy trustee for homeowner Rivers has been made aware that there have been no payments for dues post bankruptcy. Homeowner, O'Conner, has not been located, and has not answered any letters sent by the association. Discussion was made as to the necessity of glass breakage coverage. We are one of the few who have it, and it should be kept. There was discussion on the amount of money applied to homeowner's trusts to cover the exterior painting. This will be discussed further for a plan to increase their reserves. Painting costs were brought up, and are being reviewed.

Architecture: Bill Bell reported on the parking permits, and as to being reasonable in the issuing of such. There had been complaints on the colors used throughout Charbonneau, and the Country Club is calling a meeting to address the issue. Bill and Lloyd will attend.

Pools: Chuck Eggleston reported that most of the reason for the utilities being so high was due to the raising of the temperatures in the pools. B pool is to be redone this year, and Chuck is going to check into what can be done about its abrasive surface.

Landscape: Jerry Ricken reported that he is right on budget. Attached is a sheet with his list of projects. Most of these projects have been completed. He will state, at the annual meeting, that homeowners will be expected to help in the costs of added shrubs.

Security and Welcoming: Sandra had nothing to report.

New Business: Dennis Jablonski spoke about the annual meeting, which is to be on March 3rd.

Mention was made on taking out the lawn on Miley Rd. in the flat area between the trees. Upkeep would be less than it is now to maintain the grass.

CHOA's Monthly and Annual Meeting Minutes from January 2004 to present

Motion was made to adjourn by Bill Bell, and seconded by Jerry Ricken. The meeting adjourned at 5:42 PM.

Robin Santos
Secretary

CHOA Minutes of the Annual Meeting of March 3, 2008

Minutes of the Annual Meeting of Charbonneau Association, an Oregon Non-profit Corporation, held at the Charbonneau Country Club.

President Dennis Jablonski called the meeting to order at 7:05 PM.

Board Members present: Dennis Jablonski, Suzanne Nystrom, Larry Kriegshouser, Chuck Eggleston, Jerry Ricken, Bill Bell, and Robin Santos

Board Members absent: Sandra Pagels, Jim Gibbons

Present: Administrator Lloyd Farnsworth

The minutes of last year's annual meeting were reviewed and a motion made to approve. Motion was seconded and passed.

Dennis gave the treasurers report for Jim Gibbons. Our association is in good shape with \$162,000 in reserve. The total budget is in line with reserve expenditures. There were no questions.

Bill gave the architectural report. It's been a busy year with replacements of driveways, windows, and sidewalks. Any change in square footage of a home needs to be reported to the association in order to adjust painting costs. Contractors need to be advised of our parking situation, and not take up all the spaces for guests, nor park in the street. Everyone approved the new paint colors for the overall of Charbonneau.

Parking permits for extra time in guest parking were discussed.

Communications: Suzanne reported that there is a Charbonneau website. She said how much she enjoys the board and the care taken by them for homeowners.

Pools: Chuck reported on the increased usage of the pools, and the appreciation of the increase in temperature. They are all set to be cleaned for summer. The covers significantly reduced the heating cost.

Robin read Sandra Pagels welcoming and security report. The homeowners were asked to be sure and check their security systems to make sure they are functional. There have been a few problems with theft and break-ins on Fairway Drive. Be sure to close and lock garage doors.

Landscape: Jerry Ricken presented the projects that have been completed this year. The moss application will begin in 2-3 weeks. Tree stumps will be removed. Homeowners are asked to help with the cost of shrubs. This doesn't include replacement of existing shrubs that have died.

Lloyd reported that gutters are being cleaned. If a downspout is clogged, that cleaning can be requested. Lloyd gave away a pen set to the person who attended the most annual meetings. There were two who felt they were the winners. Fortunately Lloyd brought two pen sets. Receiving the pens were Jim Rogers and Gene Teel.

Dennis read the Resolution of CHOA. It was approved and signed.

Dennis introduced our insurance agent from State Farm, Jay Puppo. Jay gave a quiz, and then explained portions of the insurance policies.

CHOA's Monthly and Annual Meeting Minutes from January 2004 to present

- 1.The deductible has been raised to \$1000
- 2.Earthquake insurance is still included
- 3.Glass replacement
- 4.\$2 million liability for someone hurt on property
- 5.No flood coverage
- 6.No deductible on glass broken by golf balls
- 7.Damage is covered if a tree is blown over by a windstorm

A premium increase was not known by Jay, but due to few claims, CHOA has been given credit to coverage.

Credit is given for having alarm systems. Out of 228 homes, 191 are monitored.

Arlene Dana wants to have a Christmas party for CHOA. Friday, December 19th has been set for this event. Further information to come later.

There was a homeowner open forum.

It was recommended that we sent a CHOA board member to the CCC board meetings. There was a recommendation to have the annual meeting date changed. This would mean changing the by-laws. Ann Higgins made the suggestion to have a Town Hall meeting when more people are in town instead of changing the by-laws.

There was a thank you from the floor by a past owner, now returned, that she loves how the area is being kept up.

There was a unanimous re-election of three board members: Bill Bell, Sandra Pagels, and Chuck Eggleston.

A door prize drawing for the flower arrangements on the tables was done.

Motion to adjourn was made and seconded. The meeting adjourned at 8:40PM.

Secretary
Robin D. Santos

CHOA Board Meeting Minutes for April 9, 2008

The meeting of the Board of Directors of the Charbonneau Homeowners Association, an Oregon non-profit Corporation was called to order at 4 PM by President Dennis Jablonski, at C Recreation Hall, Wilsonville, Oregon.

Present: Dennis Jablonski, Jim Gibbons, Bill Bell, Jerry Ricken, Sandra Pagels, Suzanne Nystrom, Larry Kriegshauser, and Robin Santos

Non board member: Lloyd Farnsworth

Absent Chuck Eggleston

The minutes from January 16, were read and reviewed. Bill moved to approved the minutes, Jerry seconded, and all agreed.

Jerry invited Ken Bartus with Garron Landscaping to talk about the water situation. The estimation for the watering season from April to November would be \$24,000 to \$31,000 at \$1.35 per unit. This charge would be \$5 per unit if water were purchased from the City of Wilsonville. In order to manage the usage of water better, discussion was made on the areas to be taken care of. The lawn along Miley Road was mentioned as to its consumption of water and maintenance. Ken wants to develop an up to date data on valves and sprinklers for water usage. He'll begin with 50% usage and progress as needed. Rain switches were discussed and their value for stopping the sprinklers during rain. Ken was thanked for his effort and input. He then left the meeting

CHOA's Monthly and Annual Meeting Minutes from January 2004 to present

The CCC is taking the lead on the water issue, and has it in their attorney's hands.

Landscape: Jerry explained that Charbonneau's landscape is getting old, and renewal will need to be done, in part, by the homeowner. It is felt that eventually there will need to be an increase in cost to the homeowner.

Treasurer: Jim handed out the attached report. O'Connor is still unavailable for delivery of a registered letter concerning his dues. The Rivers home was due to be auctioned that week. There needs to be some ideas for painting reserves.

Communication: Suzanne discussed the website. Articles for the next Chat will need to be turned in by June.

Security and Welcoming: Sandra said that there are three new homeowners, but to date had no information on them. There was information that there had been a woman trying to gain access to homes, and gather information on homeowners.

Architecture: Bill mentioned that the First Response number is wrong in the handbook, and that it is 503-207-5300.

There had been a request from CC Estates that they would like white included in the colors. Another meeting took place, and antique white and pearl white trim was added. A repeated request was made for guest parking signs to be replaced or cleaned, and mailboxes cleaned.

Bill has received a request from Mr. and Mrs. Martin on Fairway Dr., to install a glassed in room in their courtyard. Bill asked board members to drive by, and see what they think. The CC will be brought in for approval.

Lloyd has been pressure washing the walkways, and working in the pool equipment rooms.

Dennis is in the process of receiving bids for pool care.

It was reported that Chuck has resigned from the board. The board will need to check, and see if anyone is interested in this position.

Motion to adjourn the meeting was made by Bill Bell and seconded. The meeting adjourned at 5:00PM

Robin Santos
Secretary

CHOA Board Meeting Minutes for May 2, 2008

The meeting of the Board of Directors of the Charbonneau Homeowners Association, as Oregon non-profit Corporation, was called to order at 4:04 pm by President Dennis Jablonski, at C Recreation Hall, Wilsonville, Oregon.

Present: Dennis Jablonski, Jim Gibbons, Bill Bell, Jerry Ricken, Larry Kriegshauser, Suzanne Nystrom, and Robin Santos

Non board member: Lloyd Farnsworth

Absent: Sandra Pagels

The minutes from April 9, were read and reviewed. Larry moved to approve the minutes, Suzanne seconded, all agreed.

Treasurer: Jim Gibbons reported that nothing has been collected from O'conner to date and that there was a partial payment from Rivers on their dues.

Dennis Jablonski had several issues to report on.

CHOA's Monthly and Annual Meeting Minutes from January 2004 to present

1. There had been a reply from the City of Wilsonville that the street in question on Boones Bend, did indeed belong to the City.
2. Lloyd's replacement will be Steve Chinn, at \$2,350 per month. There is a one-year contract, with 30-day option for both CHOA and Steve.
3. We need a replacement for Chuck Eggleston. Someone to be chair for the pools.
4. It was included in the budget last fall to keep Lloyd on call by contract to 12/6/08. The signing of all contracts will be by Dennis Jablonski and Bill Bell. Motion was made to present the contracts, and all agreed.
5. At the CCC water meeting there was nothing new discussed.

The proposal to accept the \$1.35 per unit of water would need to be stated differently before we accept it.

Architecture; Bill Bell made the motion to accept the solarium structure to be built by the Martins on Fairway Drive. Robin Santos seconded, and it was carried. This is to pertain to this addition only, and 110t to be carried to other requests.

An awning replacement approval was requested by resident Larry Kent. This awning will be 18 x 11 with three posts, and made of aluminum. Jim moved to approve this request, was seconded by Larry, and carried unanimously.

Michael Livermore requested approval for a stamped driveway and patio. Suzanne moved to approve the request, and Larry seconded. All approved.

Suzanne will plan the open house for Lloyd's retirement party. The date will be June 6, from 4-6.

Jim moved the meeting adjourn, Jerry seconded, and all agreed. The meeting adjourned at 5:25.

Robin Santos
Secretary

CHOA Board Meeting Minutes for June 11, 2008

The meeting of the Board of Directors of the Charbonneau Homeowners Association, an Oregon non-profit Corporation, was called to order at 4:01 PM by President Dennis Jablonski, at C Recreation Hall, Wilsonville, Oregon.

Present: Dennis Jablonski, Larry Kriegshauser, Jerry Ricken, Bill Bell, Suzanne Nystrom, Sandra Pagels, and Robin Santos

Absent: Jim Gibbons

Non board member: Steve Chinn

The minutes from May 2, were read and reviewed. They were to be accepted with two corrections.

Dennis gave the treasurers report in Jim's absence. Rivers owes \$2000, and has made arrangements for payment. O'Conner paid his \$5000 due CHOA in full to his attorney. His insurance and dues from last month are owed.

Suzanne reported that an address update will come with the Chat. Lloyd's party went well, and had a nice turnout. The newsletter should be out the end of June or the first of July.

Larry made mention that we should be looking for someone to learn from Jerry for when he retires.

Landscape: Jerry reported that everything's green. Very little water usage to date. Garron will begin more watering this week. All calls for landscape are to be directed to Steve. There will be no planting in July and August due to the extra water needed for new plants. Planting will start up again in September.

The meter numbers are due to be out soon.

CHOA's Monthly and Annual Meeting Minutes from January 2004 to present

Architecture: Bill Bell is sending a letter to Rivers about his garage door. It is in a serious state of decay. A letter is to go to Pat Frazier regarding her fence, grounds, patio, and general appearance of her property.

The Winchester driveway and patio are nearly done.

Steve praised the board members for being easy to work with. He stated that the deadbolts are on the pool gates from dusk to 8AM

He reported about Liquid Heat for the pools in CHOA. There is testing going on in a pool in another Charbonneau Association, as to its value.

He will be checking on how many trip hazards there are on the pathways, and seeing what it will take to correct them.

There was a motion made by Jerry to have Steve lay material needed for irrigation under new driveways. Sandra seconded the motion, and it passed unanimously.

Motion was made by Robin to adjourn the meeting, and seconded by Sandra. All agreed. The meeting was adjourned at 6:05 PM.

Robin D Santos
Secretary

CHOA Board Meeting Minutes for July 9, 2008

The meeting of the Board of Directors of the Charbonneau Homeowners Association, an Oregon non-profit Corporation, was called to order at 4:02 PM by President Dennis Jablonski, at C Recreation Hall, Wilsonville, Oregon.

Present: Dennis Jablonski, Jim Gibbons, Suzanne Nystrom, Bill Bell, Sandra Pagels, Jerry Ricken, Dave Schaller, and Robin Santos. Absent: Larry Kriegshauser

Non board member: Steve Chinn

The minutes from June 11, were read and reviewed. Motion was made by Jerry Ricken to accept the minutes, seconded by Sandra Pagels, and approved by all.

First order was to appoint Dave Schaller as a board member, and pool chairman. Dennis made the motion to appoint Dave and Bill Bell seconded it. He was voted in unanimously.

Suzanne reported that Lazerquick was reprinting the pages in the directory eliminating Lloyd's numbers and replacing with Steve's. The fees to do the stuffing of the envelopes and mailing were approved by the board.

Treasurer: Jim Gibbons gave the treasurers report. Attached

Landscape: Jerry reported that he is on budget. He is checking on lighting for outside of tunnel. Jerry is talking with Garron as to mulching, etc., for French Prairie from Boone to Miley.

Sandra had no new homeowners to report. There is still a problem with Nina at the F&G pool. There was discussion on pools as to the resident needing to be in attendance with guests, and as to the usage of any pool.

Steve Chinn reported that he was gaining on the updating of the pool rooms. The filling of the pools is inefficient, and to update this would cost approximately \$900 per pool. B pool is next for resurfacing as it was only acid washed this year.

Noodles are the only pool toys to be left at pools, and trashcans are to be eliminated due to homeowner usage.

Architectural report: Bill Bell sent Pat Frazier a letter giving her 31 days to do repairs. A letter was sent to Rivers as to garage door replacement. They responded that it will be replaced in 30 days.

CHOA's Monthly and Annual Meeting Minutes from January 2004 to present

Bill Marlieb's awning request has been sent to CCC. Sidewalks and paths need repair and pressure washing.

Dennis received a letter from the City of Wilsonville, stating that five streets in Charbonneau had never legally been taken over by the city. They will take them over at no charge to us in exchange for the homeowners, at either end of the discussed parking on Boones Bend, signing off any rights they may have to said parking.

Motion was made to adjourn the meeting by Robin and seconded by Jerry. The meeting was adjourned at 6:00PM

Robin D. Santos
Secretary

CHOA Board Meeting Minutes for August 13, 2008

The meeting of the Board of Directors of the Charbonneau Homeowners Association, an Oregon non-profit Corporation, was called to order at 4:07 PM by President Dennis Jablonski, at C Recreation Hall, Wilsonville, Oregon.

Present: Dennis Jablonski, Jerry Ricken, Dave Schaller, Bill Bell, and Robin Santos.

Non-Board Member: Steve Chinn and Ann Higgins

Absent: Larry Kriegshauser, Suzanne Nystrom, Sandra Pagels, and Jim Gibbons

Dennis spoke on the streets that have been in question with the city of Wilsonville. The people will sign off on their parking areas so that the city will assume responsibility for the streets. The Board gave approval, unanimously, to dedicate the streets in question to the city of Wilsonville. The city will fix the sewer line on Boone Bend extension. The guest parking will be addressed with the city and an amendment will be made so as to having CHOA manage the guest parking in our area.

Ann Higgins gave the treasurer's report for Jim. See attached.

The program for the trust accounts, i.e., the 1099 statements, was very dated and needed replacing. The cost for the update is \$400 plus Anne's time for doing such. It is planned to be set up for the paint cycle.

There was discussion as to getting rid of the trust, which would be very complicated. A sub-committee will be set up to look into this. There needs to be an amendment agreed to by 75% of the homeowners.

There was discussion on the meters, charges, and water usage.

Jim Gibbons has been elected to the Golf Board. He will excuse himself on a water issue vote with the CHOA Board. It was unanimously declared that he should remain on the CHOA Board.

Pools: Dave reported that the liquid is in, and that F&G is maintaining heat

Steve reported that the 2 flat roofs @ C pool need replacing. He has one bid that gives a 15 year guarantee, is a rubber fabric cover, and would be \$4200. Does not cover dry rot, if found. Further discussion is set for this project.

Landscape: Jerry reported we are at a 65% usage of water, and that everything is green. He questioned the necessity of exterior bug spraying of homes at a cost of \$4800.

Trimming of trees has put landscaping over budget. This is temporary.

Architectural: Bill Bell went to the CCC Architectural meeting, and states that good changes are coming.

Pat Frazier is cleaning up and repairing her property.

CHOA's Monthly and Annual Meeting Minutes from January 2004 to present

There are sidewalks in desperate need of repair. A comprehensive plan as to what we can do is needed, and which project takes priority.

It was decided to get estimates on the sidewalks necessitating repair.

Motion was made by Bill to adjourn the meeting, and seconded by Jerry. All agreed. The meeting adjourned at 6:02

Robin Santos
Secretary

CHOA Board Meeting Minutes for September 10, 2008

The meeting of the Board of Directors of the Charbonneau Homeowners Association, an Oregon non-profit corporation, was called to order at 4:01 PM by President Dennis Jablonski, at C Recreation Hall, Wilsonville, Oregon.

Present: Dennis Jablonski, Sandra Pagels, Suzanne Nystrom, Larry Kriegshauser, Bill Bell, Dave Schaller, Jim Gibbons, Jerry Ricken, and Robin Santos.

Non-Board Member: Steve Chinn

The minutes from August 13 were read and reviewed. Motion was made by Bill Ben, and seconded by Larry Kriegshauser to accept the minutes, and approved by all.

Treasurer: Jim Gibbons passed out his reports, see attached. He reported that the accounts receivable were high. Our reserves are on target. Homeowner Rivers pre-bankruptcy has been discharged. We could get money owed the Association if the property were to be sold, and if there was any money left over.

Landscape: Jerry Ricken reported that the area is green. The landscape budget is expected to get in line by the end of the month. The watering has been more effective. There was more water discussion. There is no written landscape policy to date, and this will be worked on for the new year.

Pools: Dave Schaller reported that the pools will close by the 22nd of September unless the weather should turn cold sooner. The cost for replacing the roofs at C pool, by Adventure Roofing is \$4284.

The pool covers will be stretched to grommets, so that they can be pulled tightly~ which will slow down the need for refinishing from year to year.

A pool and F & G pool have leaks. The sand filters need to be replaced. F and G needs a heater. A spa needs and heater and to be resurfaced. An auto-fill for all pools would cost about \$800 to \$900 a pool. B spa needs to be resurfaced.

A new pool and spa safety act will require modification to pool and spa drains.

Architecture: Bill Bell attended a sub-committee for CCC architectural committee. There will be no more solarium glass room additions. Any additions must be of wood framing. There was an error on the painting schedule for 2009. It will be A only, and B in 2010. The plan is to paint 30-40 homes each year. This will enable the Association to hire a good contractor at a steady work pace.

On a roofing request, the problem came up as to roofs needing to match if they are connected. Discussion followed. The roof must match on home and garage. If there is a height difference in between jointly owned garages, they do not have to match. The home in question is at 7899 SW Sacajawea. The owner will raise his garage roof level as recommended by Roof Masters.

Homeowner, Rivers, has assured Bill that he is not moving, and that he will be replacing his deteriorating garage door

CHOA's Monthly and Annual Meeting Minutes from January 2004 to present

within 2 weeks.

Communication: Suzanne had nothing to report

Security: Sandra led a discussion on monitoring of our homes.

Steve has purchased a card to use for copying at the UPS store in Wilsonville.

There was discussion on Nina, and her letter of suspension from pool

There was a motion made by Jim to allow Steve to get a sign costing up to \$50, stating that the pool is closed for maintenance. This sign is to be in place when chemicals, etc., are being used, Larry seconded the motion, and it was moved. Nina has ignored maintenance person when he is applying chemicals, and warned her not to swim. Suzanne moved to suspend Nina's pool privilege immediately for the rest of the season. Jim seconded the motion, and suggested that any future violation carry a fine and/or a no trespass.

A letter is to be drafted by Dennis. The next meeting is October 14, 2008.

Robin made a motion the meeting be adjourned, seconded by Jerry. All agreed. The meeting adjourned at 6:30 PM.

Robin D. Santos

CHOA Board Meeting Minutes for October 15, 2008

The meeting of the Board of Directors of the Charbonneau Homeowners Association, an Oregon non-profit corporation, was called to order at 5:30 PM by President Dennis Jablonski, at C Recreation Hall, Wilsonville, Oregon.

Present: Dennis Jablonski, Suzanne Nystrom, Sandra Pagels, Jerry Ricken, Dave Schaller, Jim Gibbons, and Robin Santos.

Non-board Member: Steve Chinn

Absent: Bill Bell and Larry Kriegshauser

The minutes were read and reviewed. They were approved with the changing of the date for the October meeting. Motion was made by Jim Gibbons and seconded by Sandra Pagels to accept the minutes with the minor change. All approved, and motion was passed.

Arlene Dana and Nadine Hanson came to talk to us about a CHOA Christmas party. They presented us with a flyer and the date of Saturday, December 13, 2008. A request was made for a donation from the Homeowners Association.

After they left the board had a discussion as to the amount we would put towards the party. An amount of \$500 was decided on, and Jerry Ricken moved that we make the amount the maximum. Suzanne seconded the motion, and motion was passed by all.

Treasurer: Jim Gibbons requested that everyone look over the budget, and that the budget sheet be filled out by those who have pertinent information.

Pools: It was reported that the total output for the A pool roof was \$8200. Smoking inside the pool area is to be addressed.

Jim asked about the results of installing the chemical solar cover. Steve stated that there was a possible \$200 savings, but that it could be a wash, but in the end the convenience of the change had been beneficial. There was discussion as

CHOA's Monthly and Annual Meeting Minutes from January 2004 to present

to staging the replacements of the winter covers.

Security: Sandra asked how we will handle making the smoke detectors mandatory. It was mentioned to ask an attorney as to how to go about this. Possibly a letter to homeowners requiring monitored smoke detectors. Is there a demand in the by-laws or a ruling? Can the change be made, or is a vote needed to create a by-law. It is necessary to make it a CHOA requirement.

Communication: Suzanne questioned the possibility of emailing flyers to residents.

Landscape: Jerry passed out a list of to-do's in a letter to the homeowners of changes in the landscaping due to a tight budget.

Dennis discussed the process for complaint by Board of Directors. He covered the process to date. Repeat violators are not entitled to a cure and abatement period. There would be discussion only as to her reinstatement. The decision would be made privately after the hearing, and submitted to her in writing.

Steve Chinn passed out a print out of calls and resolutions.

There have been five contractors selected for the bidding process in regards to painting.

The paint is to be determined by the contractor. Most of the preferred paints have been, Sherwin and Williams, Rhoda, Miller and Benjamin Moore.

There are to be no variations as to the trim on clusters of residences.

The motion was made by Dave to adjourn the meeting, seconded by Jerry, and motion was moved by all. The meeting was adjourned at 7:00PM.

The hearing for Nina Henderson began at 7:00 PM.

Dennis led the hearing. Nina announced that the time and temperature of the pool feels discriminatory towards her. She continued on already discussed agenda. She felt justified in her actions due to no sign stating that the pool was closed for maintenance, and no sign stating a change of opening times. She does not feel guilty about jumping the fence, and did not, to her specification, berate, nor show anger to anyone.

She ended with the statement that she will follow the rules hereafter.

After Nina left, the board voted to discontinue her suspension of pool privileges. Dennis will write a letter to Nina stating the board has rescinded her suspension, and would like a letter from her, stating that she will follow the rules from here on in.

CHOA Board Meeting Minutes for November 12, 2008

The meeting of the Board of Directors of the Charbonneau Homeowners Association, an Oregon non-profit corporation, was called to order at 4:00 PM by President Dennis Jablonski, at C Recreation Hall, Wilsonville, Oregon.

Present: Dennis Jablonski, Sandra Pagels, Jerry Ricken, Bill Bell, Dave Schaller, Suzanne Nystrom, Larry Kriegshauser, Jim Gibbons, and Robin Santos.

The minutes were read and reviewed. They were approved with the change under pools to C pool from A pool for the roof repair. Motion was made by Bill Bell and seconded by Suzanne to accept the minutes with the minor change. All approved, and the motion was passed.

Homeowner, Steve Telfor, was present and made a request for easier access to C Hall. He suggested the possibility of a lock box. This request was denied due to the alarm, and the need to have better control and supervision over the

CHOA's Monthly and Annual Meeting Minutes from January 2004 to present

room's use. He was also told we would further discuss this issue. Larry said that scheduling might be a problem if it had open use.

Treasurer: Jim reported that we have \$159,870.00 in reserves. His report is attached. In regards to homeowner, Gary Rivers, an attorney will be contacted in regards to a lawsuit for back dues. It was discussed that in the future, a homeowner in arrears of two months will get a letter, and in three months a lien placed on the home.

Landscape: Jerry reported that everything is now shut down, aside from leaf cleanup. He read the letter that will be sent to homeowners regarding future landscape needs, and the homeowner's involvement.

Security: There was smoke and fire alarm discussion. The action to be taken on non-alarmed homes will be brought to the next meeting.

Pools: Closed and covered

Communications: Suzanne is attempting to collect the emails for CHOA residents. A sign up sheet will be at the Christmas party to help gather them. Chat articles for January will need to be brought to the January meeting.

The first Mon. in March is the regular date for the annual meeting. It was discussed that an April or May date would be better. Jim will check on the by-laws as to whether a change can be done. We cannot act contrary to the by-laws without a vote.

Architecture: Bill presented some quotes for painting. Bill would like to talk to a couple of others before a decision is made.

Loumena will not meet with Dennis on his garage roof. He will not pay for changing the roofline in order to reroof his portion different from his neighbors.

Jim presented the operating budget, and will present the capital budget next month. Dennis and Jim met and analyzed the budget. If we approve the budget there's room for some adjustments. Jim walked the board through the projections and proposed budget. Larry moved to approve the budget and Suzanne seconded. Motion was moved unanimously.

The motion was made to adjourn the meeting by Jim and seconded by Bill. Meeting was adjourned at 6:07 PM.

Robin D. Santos
Secretary

CHOA Board Meeting Minutes for December 12, 2008

The meeting of the Board of Directors of the Charbonneau Homeowners Association, an Oregon non-profit corporation, was called to order at 3:05 PM by President Dennis Jablonski, at C Recreation Hall, Wilsonville, Oregon.

Present: Dennis Jablonski, Jerry Ricken, Suzanne Nystrom, Dave Schaller, Bill Bell, Jim Gibbons, Sandra Pagels, and Robin Santos. Absent: Larry Kriegshauser

Non-board Member: Steve Chinn

The minutes were read and reviewed. They were approved as read.

Treasurer: Jim Gibbons presented the attached report.

Jim will contact our attorney for a personal judgment for dues owed by Gary Rivers.

Jim called our attorney about changing the date of our annual meeting. It was stated that we could, if we notify everyone thirty days in advance.

CHOA's Monthly and Annual Meeting Minutes from January 2004 to present

He also asked if smoke detectors and alarms can be mandatory. The answer was yes, if the system is through CHOA, and we pass a restitution. If a homeowner declines to have their system monitored and/or updated, they will need to sign a non-participation form. It was further discussed what CHOA can do about a non-participating homeowner.

More research will be presented at the next meeting.

The budget was discussed and is attached. Water costs were presented. The increase in pool utilities was presented and adjusted for the calendar year.

Security: Sandra had nothing to report

Communication: Suzanne needs the Chat articles by Jan. 7. Suzanne suggested a reasonable limit of \$200 by set for a ping-pong table. This would be after checking with Larry K. on his offer of one.

The renter situation was discussed as to their responsibilities and knowledge of living here.

Landscape: Jerry will be removing trees in January.

Pools: Dave discussed winterizing heaters and repairing leaks.

Architecture: Bill met with the committee for painting, and the painter for CHOA will be Verhaalen.

Steve talked about the gutters being cleaned. The person doing the gutters will notify the homeowner hat they have been done.

After all the chairpersons gave their reports, Jim Gibbons reviewed the Capital Budget which is attached. The necessities were discussed and listed by priority. Adjustments will be made as needed.

The motion was made to adjourn by Bill, and seconded by Jim. Motion was moved by all. The meeting was adjourned at 5:05.

Robin Santos
Secretary

CHOA Board Meeting Minutes for January 14, 2009

The meeting of the Board of Directors of the Charbonneau Homeowners Association, an Oregon non-profit corporation, was called to order at 4:00 PM by President Dennis Jablonski, at C Recreation Hall, Wilsonville, Oregon.

Present: Dennis Jablonski, Suzanne Nystrom, Larry Kriegshauser, Bill Bell, Jerry Ricken, Jim Gibbons, Dave Schaller, and Robin Santos.

Non-board member: Steve Chinn

The minutes were read and reviewed. Motion was made by Jim Gibbons to approve the minutes, and seconded by Suzanne Nystrom. All approved, and the motion was passed.

Treasurer: Jim Gibbons passed out the year-end report. See attached.

Homeowner, Gary River's home is due to be sold at auction. They owe \$450,000 on said property. The board will need to get serious with Rivers on a fine for deteriorating garage door.

Homeowner, McKay, called and apologized for being in arrears on her dues. She will be getting back on track, and will work with us to catch them up.

Homeowner, Jensen, will pay their dues either with the sale of their home or the possibility of moving back to Charbonneau. They will work it out with us.

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The CHOA has CDs due to mature soon at the US Bank. The decision as to what to do with them will need to be made soon.

There was \$7500 paid out for the storm clean up.

Landscape: Jerry Ricken reported that there were 5 trees downed by the storm, and 22 others that needed to be cleaned up for safety reasons. He is getting approval from CCC to remove leaning trees.

Architecture: Bill Bell reported that the starting date for painting in A area will need to wait for the street project to be completed.

Guest parking and permits were discussed.

Communication: Suzanne will be mailing the Chat with a mailer from Ann Higgins.

Security: Larry Kriegshauser wants to begin a program where new residents will receive coupons, menus, and things of interest for the area.

He will talk to Wilsonville Lock about the alarms, the cost for just a smoke alarm. Larry discussed building tables for C Hall for just the cost of materials.

Pools: Dave reported that A spa was being repaired.

Steve stated that the newspaper receptacles have been removed and the holes filled with concrete.

The brick retainer walls on Miley Road need to be discussed as to their ownership. Are they the property owners' concerns or CHOA's?

The walkway on Red 6 is in disrepair and will be removed and replaced with grass. Steve is checking on the lighting that is being billed to CHOA, but there is no usage. Parking area signs and mailbox units need cleaning.

Dennis reported that POE will be installing new vaults on Boones Bend in order to curtail power outages.

Robin will be sending a thank you note to Arlene Dana and her committee for their wonderful effort on our Christmas party.

The motion to adjourn the meeting was made by Bill Bell with Larry seconding the motion. The motion was moved by all and adjourned at 5:36 PM.

Robin D. Santos, Secretary

CHOA Minutes of Annual Meeting for February 24, 2009

The annual meeting of the Charbonneau Homeowners Association, an Oregon non-profit corporation, was called to order at 7:03 PM, by Dennis Jablonski, at the Charbonneau Country Club.

Board Members present: Dennis Jablonski, Jerry Ricken, Suzanne Nystrom, Prentice Camp, Bill Bell, Jim Gibbons, Larry Kriegshauser, and Robin Santos.

Non-board member: Steve Chinn

Dennis introduced the board, along with Ken Bartus of Garron Landscape, and Jay Puppo with State Farm.

Dennis asked that the minutes be read and reviewed. John Santos made a motion that the minutes be approved as read; Jim Gibbons second the motion, and all approved.

CHOA's Monthly and Annual Meeting Minutes from January 2004 to present

Treasurer: Jim Gibbons reported on the year. His report is attached. It was reported that we have \$164,075 in reserves as of the end of the year. Jim would like the homeowners to work on getting their dues payment in on time.

Landscape: Jerry Ricken explained and gave a list of what the Association will be doing with the landscaping, and what will be expected of the homeowner. He explained that we lost several trees due to the winter storms, and that many plants were lost due to frost and freeze. He hopes to get the wish list done as best he can. The spraying for insects has been discontinued due to the expense. The phone number for the person who did the spraying is 503-777-3763, and is available for a homeowner's need.

Pools: Steve Chinn gave the report for Dave Schaller in his absence. Steve told of the upgrading of A spa in its plumbing and plaster. F&G pool received a new heater. Due to new laws concerning the drains and suction in pools, all of our drains will be changed to abide with the safety rulings. The covers, which need to be placed on the pools every evening and removed in the AM during the months they are open, will be discarded and replaced with a product long in service in other areas, Liquid Solar.

Architecture: Bill Bell reported that the streets in A neighborhood will be resurfaced in July. A will also be painted beginning this spring. Bill also spoke about new forms for architectural requests.

Security and Alarm: Larry Kriegshauser gave the name and number for alarm service. It is Wilsonville Lock and Security, 503-682-2323. He has spoken with local businesses about joining in on welcoming our new residents with coupons and special offers. Larry would like the CCC to change the Response Security drive thru time from 11-3 AM to 12-6 AM.

Communications: Suzanne Nystrom expressed thanks to all who had given her their email addresses.

Steve Chinn: Steve gave his phone number to the homeowners, 503-312-0927. He is working on a list of homes rented, and the names of the renters. Steve explained his services to the homeowners, and thanked them all for their help. He also explained the case of the disappearing paper boxes. They had been removed since most homeowners received their papers at their garage doors, and papers left in the boxes looked unsightly after weeks of not getting removed.

Dennis explained the project on Boones Bend with all the utility trucks. PGE is installing new vaults in order to prevent outages to the affected homes. It was also reported that the City of Wilsonville has taken responsibility for all of Charbonneau Homeowner Association streets. This has been a long process, and its success is through much work from Dennis.

It was also requested to move the annual meeting to possibly April or May, so that we could have more people in attendance, who are in other areas through the winter.

Ken Bartus with Garron Landscape spoke of the trees and plant damage from the winter storms. He explained the pruning cycle and fertilization.

Jay Puppo, from State Farm, spoke that even in tumultuous times, State Farm is the strongest mutual fund company in the country. Three to four insurance companies have eliminated earthquake insurance from their policies, but not State Farm.

For personal insurance requirement, just the contents would be needed. All of the dwelling is covered. This would mean the homeowner needs only to insure what can be moved out of the home. Ace glass will replace windows broken by golf balls. This is not to say, if you are home, and the person who hit the ball present, that their homeowner insurer should not be responsible.

Jim Gibbons was asked to read the resolution to the homeowners. Motion was made that any excess income be applied to the following year's assessment. It was passed.

There was election of officers. Motion to approve Jim Gibbons, Larry Kriegshauser, and Jerry Ricken was made and passed.

There was a resolve of action of the board so that there is no liability against a member. There was motion made, a second, and so moved.

Door prizes were awarded. Announcement of the Christmas party on December 19th by Arlene Dana.

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Motion was made to adjourn, seconded, and passed. The annual meeting was adjourned at 9:03 PM

Robin Santos
Secretary

There was no meeting in March 2009.

CHOA Board Meeting Minutes for April 15, 2009

The meeting of the Board of Directors of the Charbonneau Homeowners Association, an Oregon non-profit corporation, was called to order at 4:05 by President Dennis Jablonski, at C Recreation Hall, Wilsonville, Oregon.

Present: Dennis Jablonski, Jerry Ricken, Bill Bell, Jim Gibbons, Larry Kriegshauser, Dave Schaller, and Robin Santos.

Absent: Suzanne Nystrom

Non Board member present: Steve Chinn

The minutes were read and reviewed. Motion was made by Jim Gibbons to approve the minutes as read, Jerry Ricken second the motion. All approved, and motion was passed.

Treasurer: Jim Gibbons gave the attached report.

Homeowner Rivers has \$1700 in fines due to his garage door needing replacing, and a blue tarp covering a portion of his pickup. We have yet to hear from our attorney concerning the personal judgment.

There was discussion on the water rate increase, the mid year raising of the rates, the PUC rate regulation, and the need to increase reserves by the CGC.

Many of the HOAs are unhappy with the mid-year raise of water rates.

Landscape: Jerry Ricken reported that he is under budget to date.

It was requested that the landscape people not take up so much parking with their trucks and equipment. This would be taken to Garron.

Architecture: Bill Bell reported that sidewalks had been replaced, and that the areas are looking good. The next move will be to clean the guest parking signs.

Pool: Dave Schaller reported that there was much more needed to repair A pool and spa than first thought. The expense for this is \$8600. The F and G pool's heater came to \$3000. Pools are over budget at this point due to repairs and suction abatement.

Security and Welcoming: Larry is looking into an option for security and the monitoring of alarms.

Steve Chinn discussed the replacement of exterior light bulbs. He will supply the bulbs to the homeowner, but can't replace them as they bum out. This requires unnecessary manpower. He is working on the pools drain systems to get them in compliance with Oregon law.

Dennis spoke of Boones Bend receiving new water pipes. Dates for this have yet to be set.

Motion to adjourn the meeting was made by Bill Bell, and second by Jerry Ricken. Motion was moved by all, and meeting

CHOA's Monthly and Annual Meeting Minutes from January 2004 to present

adjourned at 6:20 PM.

Robin Santos, Secretary

CHOA Board Meeting Minutes May 20, 2009

The meeting of the Board of Directors of the Charbonneau Homeowners Association, an Oregon non-profit corporation, was called to order at 4:06 by President Dennis Jablonski, at C Recreation Hall, Wilsonville, Oregon.

Present: Dennis Jablonski, Jerry Ricken, Jim Gibbons, Dave Schaller, Suzanne Nystrom, Bill Bell, Larry Kriegshauser, and Robin Santos.

Non Board member present: Steve Chinn

The minutes were read and approved with changes to be made. Motion was made by Suzanne Nystrom, and seconded by Dave Schaller. All approved and motion was passed.

Treasurer: Jim Gibbons reported that we will need to watch expenses closely. There are dollars tied up in CDs which will not mature until next spring. We are over budget, and are carrying quite a bit in delinquent dues.

Homeowner, Gary Rivers', personal judgment has been approved, and we will check with DMV on his out of state auto license. CCC also has interest in this homeowner.

Jim is looking into collections for the McKay account.

We will need an attorney to handle our business. Letters are to be sent to McKay, Jensen, and Placentia.

The treasurer's report is attached.

Security and Welcome: Larry discussed the alarm system and its monitoring.

Pools: Dave reported that the pools will open on Sat., May 23rd, and will be maintained at a temperature of 82 to 84 degrees.

Communication: Suzanne proposed we do a serious search for board members. She is to hold off on putting the CRA T together for a later date.

Architecture: Bill Bell reported that the painting meeting for A neighborhood was well attended. Motion was made by Bill and seconded by Suzanne that we do not allow natural garage doors, that they be painted only. Motion was passed. The CCC committee is deciding on turf in public view with specifications.

Guest parking is such a problem in some areas, and not in others, that mention was made of enforcing only on complaints. Further discussion on this subject.

Landscape: Jerry is over budget, but it is still due to the heavy damage to the trees in the winter storms. Jerry is proceeding slowly with the projects, and has cancelled a few. He stated that he will be prudent, and will catch up during the rest of the year.

Steve reported an insurance problem with a renter in homeowner, Mike King's home. We need to look at renters, and how they affect our insurance.

Dennis stated that there will be a PUC meeting for homeowners, and the water situation with CGC.

Motion to adjourn the meeting was made by Jim Gibbons, seconded by Bill Bell, and moved by all. The meeting adjourned at 6:20.

Robin Santos, Secretary

CHOA's Monthly and Annual Meeting Minutes from January 2004 to present

CHOA Board Meeting Minutes for June 10, 2009

The meeting of the Board of Directors of the Charbonneau Homeowners Association, an Oregon non-profit corporation, was called to order at 4:00 by President Dennis Jablonski, at C recreation Hall, Wilsonville, Oregon.

Present: Dennis Jablonski, Jerry Ricken, Bill Bell, Dave Schaller, Suzanne Nystrom, and Robin Santos

Absent: Jim Gibbons and Larry Kriegshauser. Non Board member present: Steve Chinn

The minutes were approved as read. Dave Schaller made motion, and Suzanne seconded, all approved and motion was passed to accept the minutes.

The treasurer's report was given by Dennis in Jim's absence. There has been no response to the board by McKay and Placentia from the letters they received concerning their homeowner dues. Gary Rivers has placed his blue tarp back on the pickup in his driveway, and has not paid any dues or fines. Bill mentioned that homeowners with liens on their homes due to dues and fines should be restricted from use of pools. Larry moved that when a lien is filed, privileges are suspended on recreational facilities and will be notified by the board in letter form. Bill seconded the motion, and it was carried unanimously.

Dennis passed out a sheet with good board member requirements listed, and asked that the board be looking for people to fill the needed slots.

There was discussion as to replacing photo cells and light bulbs.

New wording will be put in the directory for:

- Cleaning of gutters (not downspouts)
- Pg 28, change to—If after testing, you feel the bulb or photo cell in your outside fixture is not working, you may call the Association's office. We will replace the photocell, and/or provide you with a new light bulb at no charge. If, however, the bulb or photocells are found to be in working order, you will be billed for the association's service call.

Pool: nothing to report

Landscaping: There was one tree lost in the last storm, and one more needs to be removed. Landscaping is close to budget, save for the trees. Plants constantly need replacing, but no more will be replaced until Sept. due to necessary watering. We are on full watering schedule, but there will be no watering on Wed., Thurs., and Fri. due to mowing.

Dennis reported that the CGC has filed with PUC. The rate will be established toward the end of the year. There will be no interim rate at this time. PUC may grant a lower rate than was initially figured. PUC will have public hearings.

We will need a vote for raising the paint trust.

Discussion

Architectural: Bill reported that they will begin painting A neighborhood on July 1. The paint selections are yet to be chosen from two buildings. A letter from a homeowner complaining about the past paint jobs, and holding CHOA responsible has been forwarded to the painters. Steve Perry with the CCC has a proposal to establish a ruling on artificial turf. More discussion on guest parking.

Communication: Suzanne needs Chat articles by June 30. In this she would like addressed the issue of no insect spraying and the water issue clarified.

Security: Larry has visited six newcomers,

Steve reported that everyone is happy with the pools, and there appear to be no issues.

Motion to adjourn the meeting was made by Bill Bell, seconded by Dennis Jablonski, and moved by all. The meeting adjourned at 6:15.

Robin Santos
Secretary

CHOA's Monthly and Annual Meeting Minutes from January 2004 to present

CHOA Board Meeting Minutes for July 8, 2009

The board met at 3:30 for a hearing with Maureen Darrow concerning her driveway repair. She explained to the board that she has received three bids for the driveway repair, and that they average \$2500. Maureen stated that her hours have been cut at work, and that she simply cannot afford the repair until spring. Dennis told her that she will be hearing from the board as to the decision on her driveway repair. After she left, the board discussed ways to approach the necessary repairs. It was decided that Bill will send her a letter stating that she is to have the driveway repaired or replaced on or before May 15, 2009. If this isn't accomplished by then, CHOA will do it at her expense, and place a lien on her property.

The meeting of the Board of Directors of the Charbonneau Homeowners Association, an Oregon non-profit corporation, was called to order at 4: 13PM by President Dennis Jablonski, at C recreation Hall, Wilsonville, Oregon.

Present: Dennis Jablonski, Larry Kriegshauser, Dave Schaller, Bill Bell, Jerry Ricken, and Robin Santos

Absent: Jim Gibbons and Suzanne Nystrom

Non-board member: Steve Chinn.

Treasurer report: The report was given by Dennis in Jim's absence, and is attached.

The dues owed by the late Elaine Goldstein will be paid when the house sells. The main focus is to be on Gary Rivers and his monies due the association.

Landscape: Jerry reported that he is \$765 over budget on trees, and that he will borrow from other projects to take care of this. The water has been off for a couple of days by the golf course due to algae in the ponds. Watering will go to twice a day next week.

Architecture: Bill reported that all letters have been mailed on driveways needing repair. Homeowner, Joyce Long, needs some time to take care of her repairs due to health reasons.

The CC architectural committee has approved artificial turf for homeowners, and it will go in front of the CC Board.

Pools: Dave reported that the F and G pool has been shut down temporarily due to algae. Signs are needed at the pools to state pool use will be from 6AM to dusk.

Security and Welcoming: Larry needs more books for newcomers.

Steve stated that he has an auto fill devise for the pools that will cost \$276 plus installation instead of the previously discussed \$900 plus. With the cost cut he can do at the pools for \$2000, instead of \$4000.

Steve also reported that the pressure washing for A will begin on the 9th, prep on the 13th and then painting. 100% of the color choices have been turned in. There is a need to increase the painting trust contributions.

Dennis met with CHOA's insurance agent, Jay Puppo, and discussed higher deductibles, and the savings. This is to be discussed.

The motion to adjourn the meeting was made by Bill Bell and seconded by Dennis. The motion was approved by all and the meeting was adjourned at 6:10 PM.

Robin Santos, Secretary

CHOA Board Meeting Minutes for August 12, 2009

CHOA's Monthly and Annual Meeting Minutes from January 2004 to present

The meeting of the Board of Directors of the Charbonneau Homeowners Association, an Oregon non-profit corporation, was called to order at 4PM by President Dennis Jablonski, at C Recreation Hall, Wilsonville, Oregon.

Present: Dennis Jablonski, Jim Gibbons, Dave Schaller, Bill Bell, Jerry Ricken, and Susan Nystrom

Absent: Robin Santos, Larry Kriegshouser

Non Board Member: Steve Chinn

New Board Member, David White.

Dennis made a motion to accept David White as a new member to the board. It was moved and seconded by Jim Gibbons. The motion was unanimously moved by the board.

The minutes for June and July were read and approved.

Treasurer: Jim made a report about homeowner Goldstein's past dues. The property has sold, and we can expect the payment soon. Jim suggested that we don't fund the reserves for the net 2 to 3 months in order to have cash to pay bills. Motion was made by Jim and seconded by Dave White that we suspend payment into reserves for Sept and Oct. All approved.

Communications: Suzanne reported that the Chat had been mailed. She will compare lists of addresses with Ann Higgins for future mailings. Renters will receive the Chat.

Landscape: Jerry reported that we are within \$83 of the budget. Water was at 150% during the heat, but has been backed down to 100% as heat eases.

Architecture: Bill Bell reported that artificial grass has been approved by CCC for court yards. Driveway letters have been sent, along with siding letters. A letter to homeowner Lynch to improve the driveway has been sent, with a fine to be imposed of \$25 per day if there is no compliance. Homeowner, Lyons, has been sent a letter requiring removal of the deck on the golf course side, and clean up the courtyard. Paint is on schedule with the homes in A area.

Pools: All are up and running. The gate at E pool needs to be changed so that it swings outward. The heater in F and G pool is running well.

Steve Chinn went over his list of monthly calls. There will be a charge to homeowners for books and key replacement. Susanne made a motion to charge for book and keys. The book @ \$15, and \$8 for a key. The motion was seconded by Dave White. Motion was approved and passed. Ann is to charge \$50 for realtors requesting the minutes, CC&Rs, etc., on home sales.

Jay Puppo will be having a dessert meeting in C. Rec. Hall on Sept 2.

The motion to adjourn the meeting was made, and seconded by Jim Gibbons. It was moved by all, and adjourned at 6:08PM

Jerry Ricken
Landscape

CHOA Board Meeting Minutes for September 9, 2009

The meeting of the Board of Directors of the Charbonneau Homeowners Association, an Oregon non-profit corporation, was called to order at 4:03 PM by President Dennis Jablonski, at C Recreation Hall, Wilsonville, Oregon.

Present: Dennis Jablonski, Dave Schaller, Jerry Ricken, Larry Kriegshauser, Bill Bell, David White, and Robin Santos.

Absent: Suzanne Nystrom

Non-board member: Steve Chinn

CHOA's Monthly and Annual Meeting Minutes from January 2004 to present

The minutes for August were read and reviewed. Bill Bell moved that they be approved and Jerry seconded the motion. All approved.

Treasurer: Dennis reported for Jim. Report is attached. Payment has been received from the Goldstein family. McKay is working at catching her homeowner dues.

Landscape: Garron is watering at 25%.

Security: Larry has 25 books put together for new homeowners.

Architecture: Kathleen Lynch has requested a hearing pertaining to her driveway, as she is unable to repair it. We will set a 3:30 time for her at the November 11th board meeting. Guest parking was again discussed, and Bill passed out parking violation warning sheets to the board members for their help in this matter. Painting of A neighborhood is essentially completed.

Pools: Dave is under budget from the work done last year. The winter covers will cost from \$7500-\$9000. B pool needs more chairs. C, B, and E winter pool covers are trashed. The guest parking signs still need cleaning, and/or replacing.

Steve Chinn distributed his pass out. Everything on it has been, or is being, taken care of.

Jay Puppo's informational dessert to discuss water damage issues has been moved to October 22nd. Please encourage neighbors to come.

The water amortization was discussed.

Larry moved that we pay off the meters by cashing in a CD, and pay into the reserves, \$836.49 for the next 24 months. Dave amended the motion by asking that the golf club pay our penalty for cashing in our CD early, in order to pay them their monies. The motion was seconded by Larry and approved.

Dennis proposed we request from our homeowners an increase in dues. This would be \$12 for water, \$5 for misc., and \$8 for the homeowner's painting fund. We will need a meeting with the homeowners. We will also recommend changing the annual meeting date from the first of March to the end of April.

Dennis will find a date with the CCC for a meeting with the CHOA homeowners.

Motion was made to adjourn the meeting by Larry, and seconded by Jim. All approved, and it was adjourned at 6:05 Pm

Robin Santos
Secretary

CHOA Board Meeting Minutes for October 2009

The meeting of the Board of Directors of the Charbonneau Homeowners Association, an Oregon non-profit corporation, was called to order at 4:19 PM by President, Dennis Jablonski, at C Recreation Hall, Charbonneau, Wilsonville, Oregon.

Present: Dennis Jablonski, Bill Bell, Jim Gibbons, Jerry Ricken, Dave Schaller, Larry Kriegshauser, and Suzanne Nystrom.

Absent: Robin Santos, Dave White, and Property Manager Steve Chinn.

Also present were visitors: Mike Johnson and Ron Halter

Before the meeting was called to order, visitor Mike Johnson representing himself and some of his neighbors, shared concerns about the proposed increase in monthly dues to cover the increased cost of water to Charbonneau homeowners. An explanation for the proposal was given to Mike and he was encouraged to come and invite his neighbors to the special CHOA meeting at 6 PM on October 20, 2009 at the Charbonneau Country Club, which has

CHOA's Monthly and Annual Meeting Minutes from January 2004 to present

been called specifically to address the water increase issue.

Secretary's Report:

There were no minutes available from the September 9th, 2009 CHOA board meeting as Secretary, Robin Santos was absent due to illness.

Dennis Jablonski passed budget estimate forms to Jim Gibbons, Dave Schaller and Jerry Ricken which should be filled out and returned to Jim Gibbons by November 1st, 2009. He also distributed to all board members a copy of the Charbonneau Homeowners Association Financial Statements dated December 31, 2008 prepared by Williamson & Associates, LLP.

Treasurer's Report:

Treasurer, Jim Gibbons passed out copies of the September 30, 2009 Treasurer's Report. There was a discussion involving delinquent dues & fines from several homeowners and Jim reported actions which had been taken and what results might be expected.

Although the Reserve Balances were significantly below target, this was the result of prepayment to the Charbonneau Golf Club for the meters which were installed in 2007 on CHOA property.

Jim further stated that we are being responsible with our expenditures and that Ann Higgins reminded us to watch our cash flow.

Jim also recommended that we have another comprehensive reserve study conducted in the near future.

Pool Chair Report:

Pool Chair, Dave Schaller reported that the pools are closed and covered for the season. We'll know the difference between the summertime use of a chemical cover to insulate the pools as opposed to the costs involved in having people come each day to uncover and recover the pools to save on heating costs when we receive the final bills for the chemical cover.

Dennis Jablonski congratulated Dave Schaller for successfully negotiating a 30% decrease in chemical costs for the pools.

Architectural Chair Report:

Architectural Chair, Bill Bell reported that about the 1st of October he and Steve Chinn walked through the A area to inspect the painting job. He commented on the excellent job that Steve Chinn has done in dealing with the painters and residents. Having a supervisor from the painting company on the job was very effective in controlling quality and managing potential problems. Overall, the paint company did an exceptional job of preparing and painting the houses.

One homeowner did complain that during power washing one of his window seals was broken. Bill said that until the homeowner filed an official complaint nothing would be done. He also mentioned that it would be difficult to determine if the paint company was actually at fault.

Lastly, he said that our November 11th board meeting will be starting at 3:30 PM, to hear a request by Kathleen Lynch, who lives at 8424 SW Lafayette Way, and wants to be allowed to delay replacing her driveway.

Discussion regarding a vagrant sleeping in the restrooms at the C Rec Hall.

Bill Bell said that a vagrant had been sleeping in and using both bathrooms at the C Rec Hall. Old bedrolls, liquor bottles and miscellaneous belongings, including a baseball bat were discovered. The police were called and promptly responded. Bill gave them keys to the bathrooms and when he checked today during the meeting found that both bathrooms were clean and free from any evidence of occupancy.

Bill also reported that there had been a burglary at 8432 SW Lafayette Way where liquor was missing and there was

CHOA's Monthly and Annual Meeting Minutes from January 2004 to present

evidence of a "booze" party.

Landscape Chair Reports:

Jerry Ricken reported that as of this week the watering had been stopped. There is now sufficient rain to take care of landscape needs.

He negotiated a renewal of the basic 2009 landscaping contract with Ken Bartus of Garron Grounds for the fiscal year of 2010. The rate will remain the same unless there is a spike in fuel costs.

He will hold the line on future budget costs, excepting for the unexpected storm damage which has required the removal of many trees and branches.

There are also plans to raise the canopy of the trees on Boones Bend Road.

Next year we will have an extra expense of \$2,400 to spray for crane flies. The Golf Club and all other HOA's which about the gold course will all spray for the flies.

Jerry foresees no other major problems.

Security and Welcoming Chair Report:

Larry Kriegshauser is updating directories for new homeowners. He hasn't been able to visit the two new homeowners due to an injury.

He will bring a written proposal from another company for security monitoring. He feels that we can get a much better price per home.

He discussed his frustration over being called by our Security Patrol in the middle of the night when his garage door is open. Dennis suggested that he call Susie Stevens at the CCC as the company is contracted through the CCC.

Communication's Chair Report:

Suzanne Nystrom reported a request by Sandra Pagels that an announcement be made of the annual CHOA Christmas Party if we were going to print a CHAT in the next couple of months. An announcement of the party will appear in the monthly Villager. Suzanne said that unless we have an outstanding reason to print an early CHAT that we wait until our usual January issue. Suzanne will call Sandra and tell her.

Discussion:

Re: the painting reserve: Bill Bell mentioned that no one in the A area had enough in their painting reserve fund to come near the cost of painting their homes. The issue was tabled for future discussion.

Dennis Jablonski reminded all of the board members that their attendance at the special meeting on Tuesday the 20th would be appreciated.

Adjournment:

It was moved that the meeting be adjourned by Bill Bell and seconded by Larry Kriegshauser.

Respectfully submitted by Suzanne Nystrom, acting Secretary

CHOA Board Meeting Minutes for November 11, 2009

The board gathered at 3:30 to meet with Kathleen Lynch, concerning her driveway, which is in need of repair. Present for this meeting were President Dennis Jablonski, Larry Kriegshauser, Jim Gibbons, Bill Bell, Dave White, Dave Schaller, Suzanne Nystrom, Robin Santos, and non board member Steve Chinn.

CHOA's Monthly and Annual Meeting Minutes from January 2004 to present

Bill Bell reported that a certified letter had been sent to her on 6-28-09, with no response from her. Another certified letter was sent on 8-12-09, which stated the beginning of a fine for the driveway in need of repair. This letter was returned to the post office. Homeowner Lynch stated that she has no funds for the repair, and is in a financial hardship. She has not acquired any bids for the repair. She is trying to save for this, but it's difficult under her situation. Dennis asked her what she is requesting, and she asked that we allow her until next summer to repair the driveway.

After she left, the board discussed the situation. Motion was made by Larry Kriegshauser that a letter be sent to Kathleen stating that she acknowledges receiving the letter, and submits to the board, by January 31st, a contractor's name and bid. If these stipulations are not met, then a fine will be imposed beginning February 1st, 2010. The repairs are to be completed by July 1st, 2009. Jim seconded the motion. All agreed.

The meeting of the Board of Directors of the Charbonneau Homeowners Association, an Oregon non-profit corporation, was called to order at 4:03PM by President Dennis Jablonski, at C recreation hall, Wilsonville, Oregon.

The above mentioned were all present.

The minutes for Sept. were read and approved as submitted. The minutes for Oct. were read and approved as submitted.

It was advised that the minutes be sent to the board members ahead of the meeting for review. Changes can be brought to the meeting.

Treasurer: Jim Gibbons passed out the attached October report and balance sheet. There was discussion and explanation. The Rivers growing fines and situation were discussed. The budget for 2010 was discussed and remarks made on its positive appearance. Five hundred dollars is to be given towards the homeowner's Christmas party. Motion was made by Dave White to increase the dues on Jan. 1st, and seconded by Jim Gibbons. The increase is to be \$17 per household, as was voted on by the homeowners.

Landscape: Jerry Ricken reported that the budget may be over by \$1000. The leaves have made a mess of the streets, and Steve will talk with Garron about their picking up.

Pools: Dave Schaller reported that the budget is the same for next year as the previous. Auto fillers and timers have been approved for installation and will save money monthly on the pools. Dave and Steve will make an ABC list as to priorities for pool needs.

Architecture: Bill Bell reported that the painting bids are in for 2010 for B area. One driveway had been repaired.

Steve handed out a sheet containing the painting costs for B neighborhood for 2010. Motion was made to accept the painting proposal, and was approved unanimously.

Dennis brought up the painting trust increase for discussion. Dennis made a motion that we increase the painting reserve fund by 50% to each homeowner unless the homeowner has already increased their reserve. Dave White seconded, and the motion was passed.

Steve stated that the cleaning of the gutters is \$8100 for CHOA. He will begin cleaning in mid December. He passed out the call sheet, and reported that most of the calls were on leaves and gutters.

Motion to adjourn the meeting was made, and seconded by Jerry Ricken. All agreed, and meeting adjourned at 6:12.

Robin Santos, Secretary

There was no board meeting in December 2009.

CHOA Board Meeting Minutes for January 13, 2010

CHOA's Monthly and Annual Meeting Minutes from January 2004 to present

The meeting of the Board of Directors of the Charbonneau Homeowners Association, an Oregon non-profit corporation, was called to order at 4:04 by President Dennis Jablonski, at C recreation hall, Wilsonville, Oregon.

Present: Dennis Jablonski, Larry Kriegshauser, Bill Bell, Dave White, Jim Gibbons, Suzanne Nystrom, Jerry Ricken, Dave Schaller, and Robin Santos

Non Board member present: Steve Chinn

The minutes were read, reviewed, and approved. Motion to accept them as read was made by Jerry Ricken and seconded by Bill Bell, all approved.

Treasurer: Jim Gibbons presented his final report for 2009. The budget is on target. We will be writing off the bad debt, and are \$2843 under for the year. Expenditures were \$63,319.19, and the current month's capital reserves are \$142,656.11. The reserve study costs were reviewed and discussed. Larry made motion to approve the 2010 budget which was submitted at the December board meeting. Dave White seconded the motion, and it was moved unanimously.

Landscape: Jerry Ricken and Dave White will view the tunnel with Garron for its landscaping project. There are two leaning trees, and three dead trees which will need removal.

Architecture: Bill Bell sent a letter to Kathleen Lynch, and put one on her door, with no response from her. The board discussed the situation, and agreed with proceeding with fines if there's no letter from her in compliance with agreement.

Security and Welcoming: Larry had nothing to report. Dave White brought up the concern over lack of homeowners with fire system monitoring.

Communications: Suzanne discussed the Chat, and when one should go out next—the last one being in July 2009. It was thought that the Chat and notice of the annual meeting should go out together. Dennis stated that more information would be needed to go out after the meeting, and that the Chat would be more important to go out around May 1st. The ballot needs to go out 30 days in advance of the annual meeting, which is scheduled for Monday, April 26th 2010. There was discussion, and it was agreed that the Chat would go out after the annual meeting.

Pools: Dave reported that covers are needed for winter at a cost of \$10,000. The old winter covers are gone.

Steve Chinn reported that Rick Schramm, with the CCC, has been looking into salt process to replace chlorine. It was also stated that solar panels are now going to be allowed for the heating of pools. Steve will bring and present the solar information. Ron Flores claimed that a golf ball weakened his window, and enabled the wind to break it. This will be further looked into. B area will be surveyed soon for painting. The painting of fences was discussed, as to not allow natural or stained. The Rivers homeowner home was discussed. It is rotting and falling down. It was put to the board as to paint it, which would include needed repairs, or not. We will wait for the time being, and see what the March 17th foreclosure on this property brings. The water issue has been settled, and the cost is lower than requested by CGC.

Motion to adjourn the meeting was made by Bill Bell, seconded by Suzanne Nystrom, and so moved by all. The meeting adjourned at 5:58.

Robin Santos
Secretary

CHOA Board Meeting Minutes for February 17, 2010

The meeting of the Board of Directors of the Charbonneau Homeowners Association, an Oregon non-profit corporation, was called to order at 4:00 by President Dennis Jablonski, at C recreation hall, Wilsonville, Oregon.

Present: Dennis Jablonski, Dave Schaller, Bill Bell, Jerry Ricken, Suzanne Nystrom, Dave White, Jim Gibbons, and Robin Santos.

Absent: Larry Kriegshauser

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Non Board Member present: Steve Chinn

The minutes from December, and the annual minutes from 2009 were read and reviewed. Motion was made by Suzanne to approve them as read, seconded by Jerry, and passed by all.

Treasurers report: Attached

Homeowner, Gary Rivers, was discussed as to his owing the association \$21,289.

A collection agency is working on homeowner Palencia's money owed.

The association's current month's reserve is \$144,027. There was discussion of the report as to whether it should show in the "bad debt" column, when a homeowner has a lien filed on the property or when they are 90 days behind in dues. Discussion was made as to the considerations to make on the reserve study. It was done in 2006, and should be done again in 2010. Schwindt and Co. has presented a proposal which would cost \$750 for a maintenance plan, with no visual site inspection.

Jim made a motion to accept the Schwindt proposal for the \$750 plan, and Dave White seconded the motion. The motion was passed.

A motion was made to approve the Capital Budget for 2010, as submitted, was made by Dave White and seconded by Jerry Ricken. All approved and the motion was passed.

Landscape: Jerry reported that the Association's portion of the landscape of the tunnel is completed, and that CCC will pay the \$480 to finish the project.

Hemlock bark, from the Home and Garden Show, was purchased at a special cost for us by Garron, at \$22 a yd spread. Jerry requested that we do this every year if Garron can get it from the show as he did this year. Everyone approved of this request.

Upgrading of the landscape around C pool is being done.

Architecture: Bill discussed the B area letter to be sent to the homeowners on the painting project. It is basically A area's letter with the change that the colors pearly white and antique white are only for trim and cannot be used on the body of the house. Corner boards are to be the body of the house color and not trim color.

There was discussion as to whether the staining of fences will be allowed, or that they must be painted the color of the house. Discussion as to limiting stain to one color.

Failure to complete necessary repairs prior to painting will cost the homeowner extra for the painter to return to paint said home.

Bill made motion to approve the elimination of white as a body color, and that the corner boards must be painted same as house. Jim seconded, and all passed. Motion was moved.

The discussion on the painting of fences was tabled.

There was discussion on the painting of River's home, and conversation from neighbors to board members was discussed.

Motion was made by Dave White that we do not paint River's house unless the house is made ready to paint by Rivers, and payment for painting is in full before painting begins. Jim seconded, and all approved. Motion was passed.

Motion was made by Jim that letters sent to homeowners, pertaining to painting, state that 100% of the painting is to be paid up front by any homeowner that has delinquent monies owed CHOA. The motion was seconded by Bill, and approved by the board.

There are new "no parking" signs.

Kathy Lynch sent a response to Steve, so she is in compliance with our terms of agreement.

Communication: Chat will be sent after the annual meeting.

Steve had only one sheet on calls, which he passed out.

Dennis named possible candidates for new board members. They are Kay Gardner Pyle, Dan Wilcox, and Bill Steele.

Motion was made by Dennis Jablonski that Ann Higgins will receive \$75.00 for the time and work she puts forth for requested papers and forms in regards to the sale of a residence in Charbonneau Homeowners Association. This is to be paid to Ann out of the escrow for said property. Dave White seconded the motion, and all agreed. Motion was passed.

Motion to adjourn the meeting was made by Dave White, and seconded by Robin Santos, all agreed. The meeting adjourned at 6:45.

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Robin Santos
Secretary

CHOA Board Meeting Minutes for March 2010

Dennis Jablonski distributed **Minutes** by Secretary Robin Santos detailing the February 17th, 2010 CHOA board meeting which were read, moved for approval by Jerry Ricken, seconded by Dave White and passed unanimously by the board.

Treasurer's Report:

Dennis Jablonski then presented the February Treasurer's Report that showed slightly elevated expenses in the Reserve Account, but which reflected approved expenditures that came earlier than planned on the calendar budget. This will even out as the year progresses.

Security and Welcoming Chair Report:

Chairman Larry Kriegshauser said that there was nothing important to report regarding Security.

As to Welcoming, we have two new people moving in and more to come. Names were not available yet, but Steve will get them to Larry when he receives them.

Kay Pyle asked about the procedure of notification to the Board regarding new owners and renters. Steve explained that a copy of escrow goes to the CCC and to Anne Higgins of new home purchases. He finds out about the renters himself in his capacity as Property Manager.

Landscape Chair Reports:

Co-chairs: Dave White & Jerry Ricken

Jerry reported that the good weather has allowed us to do some of our planned work early (affecting the budget now but balancing out later in the year.)

The landscaping of our side of the entrance to the tunnel to Louvonne is finished and looks great. The north side belongs to Charbonneau Greens.

Next week we will be cutting the low branches along Boones Bend Road.

The City of Wilsonville replaced the ugly tall wooden lamppost in the Lafayette Way Island with one compatible with the other lampposts in Charbonneau.

Larry Kriegshauser asked if Garron will be spraying for moss soon. Jerry said yes.

Steve mentioned that we are close to finishing digging a trench to lay a line to power our irrigation time clock so we can bring electricity to the clock and stop using Dave Schaller's.

Communication's Chair Report:

Suzanne Nystrom reported she is in the process of updating the "who to call" phone numbers in the CHOA directory and making sure that the information in the printed Directory is in sync with the information in the Website directory at the Windermere neighborhood site. As well, she is communicating with Annie Johnson at Windermere to make sure our entire directory is on line.

She will be getting together with Kay Gardner Pyle to get Kay on board with the details of the Communications Chair's job.

Architectural Chair Report:

Architectural Chair, Bill Bell reported that all of the homeowners who have received directives to make repairs on

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their properties are in compliance. The projects included 3 driveways, siding repair, and a fence replacement.

Bill then passed out brochures from Sherwin Williams paint company containing samples of two colors of stain he would like to propose be offered as the only options to homeowners if they want to stain their fences. They are Spice Chest # SW 3513 and Cedar Bark # 3511. Bill also mentioned that if owners preferred to use a different paint company, the colors of the stain should be equivalent to the samples from Sherwin Williams.

There was also discussion to clarify the fact that the painting company is charging \$50/hr. to prime fences that have been stained and are to now be painted the house color. Larry mentioned that as speedy as the painters have been, it's a good deal.

Bill made the following motion to the board regarding standards for staining or painting fences:

Homeowners who wish to stain their fences rather than paint them the color of their house must choose a stain color from two approved by the Architectural Committee and must maintain their fence to the standards set by the committee. They must also get written approval of the color from their building neighbors.

A call to approve Bill's proposal was made by Larry Kriegshauser and seconded by Dave Schaller. The vote of the board to approve was unanimous.

Bill also reported on research he and Steve have been doing on concrete bids for work at the C Rec Hall and other projects. The new bids he has gotten from Next Level Building & Remodeling are about half of the bids he had gotten earlier. Good news for us all.

Pool Chair Report:

Pool Chair, Dave Schaller reported that there is a little problem with the A pool but it is being fixed. He's also looking into getting a cover for the F&G pool early if the duck problem continues.

Property Manager:

Steve Chinn distributed the "call" record for 2/22/10 through 3/6/10 and reported that all of the items were resolved.

He said that the concrete improvement to C Rec area would either include a replacing the present concrete and building a handicap ramp down to the back patio and/or possibly considering creating two more parking spaces out of the side paved area. This will be discussed in detail at a future meeting.

He then presented a list from Ken Verhaalen, the painting contractor, of repairs needed for 7971 Sacagawea before the house could be painted. The board had already voted to not paint the residence due to the serious indebtedness to the association regarding nonpayment of fees and dues by the current owners. Steve said that as far as he knew foreclosure on property was scheduled by the mortgage company on March 17th of this year.

Pressure washing of the guest parking areas is almost finished. That will include walls and curbs, mailbox areas and fire hydrants.

New parking and street signs are up.

President:

Dennis Jablonski said that after the pressure washing is finished the areas outside the C and F&G pools will be washed.

He mentioned that he has an unresolved disagreement with the Golf Club General Manager, Alan Arsenault, about the interpretation of the PUC ruling regarding fees. The Golf Club wants the April fixed cost to be paid in the March billing and the "water used" charge for April would be billed in the May. Dennis doesn't think the Association should have to prepay its utility bills.

Adjournment:

At 5:45 PM, with no further business, it was moved by Jerry Ricken that the meeting be adjourned. Larry Kriegshauser seconded the motion and an unanimous vote approved the move.

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Respectfully submitted by Suzanne Nystrom, acting Secretary

CHOA Board Meeting Minutes for April 14, 2010

The meeting of the Board of Directors of the Charbonneau Homeowners Association, an Oregon non-profit corporation, was called to order at 4:00 PM by president, Dennis Jablonski, at C recreation hall, Charbonneau, Wilsonville, Oregon.

Present were board members: Dennis Jablonski, Bill Bell, Suzanne Nystrom, Jim Gibbons, Jerry Ricken, Larry Kriegshauser, Robin Santos, and property manager, Steve Chinn.

Absent: Dave White and Dave Schaller

The minutes were read and reviewed. Motion was made by Bill to accept them as read, and seconded by Jerry. All approved them as read, and motion was passed by all.

Treasurers Report: Attached

Jim Gibbons passed out the annual financial statements for 2009.

The Rivers situation was discussed, and it was mentioned that we could file a 1099I for the money lost due to dues and fines.

Total funds currently in reserves are \$144,238.07. The pools have been a large expense, but the maintenance is catching up. There was a question that there were no legal fees paid for year to date on the statement.

The Reserve Study have given a 52 page rough draft for through 2042. Jim and Steve will be going through this, and checking what is needed.

Landscape:

Jerry reported that spraying for moss and been done, billed, and paid for. Garron has fertilized for weeds and sprayed for crane flies. Pruning will begin on Boones Bend within a few days. B neighborhood will be done first, in prepping for painting. One tree was lost during the wind storm. Garron is now doing project reports, which include pictures and dates.

Architecture:

A letter has been sent to homeowner Rivers, stating that the repair and painting costs must be paid up front before anything will be done to their home.

Security and Welcoming:

No report

Communications:

Kay Gardner Pyle, the new board member, will do the Chat. There was discussion for sign up use of C Hall. It was brought up that a lockbox could be installed on C hall for its use, so that a board member doesn't have to run the key to the hall when needed.

Property Manager:

Steve reported that the pools have been pressure washed. C's pergola has green moss, but pressure washing it makes the paint fly off. It was agreed to pressure wash and paint it.

The pools will open and close as weather permits. They will be ready for a Memorial Day weekend opening. The call list was passed out and discussed.

Dennis discussed the annual meeting. Ann Higgins will give the treasurer's report in Jim Gibbon's absence.

Dave White will give landscape report for Jerry Ricken.

The board was given the agenda for the annual meeting. Garron is donating hanging baskets and plants for door prizes.

Steve suggested doing block parties in August for the annual neighborhoods against crime event.

Bill Steele spoke of his background.

The board commended Dennis on a job well done, and his diligence on working with the City of Wilsonville in getting them to assume responsibility for the CHOA streets in question.

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Motion was made by Jerry to adjourn the meeting, with Suzanne seconding the motion.
All approved. The meeting adjourned at 5:45PM.

Robin Santos
Secretary

CHOA Minutes of Annual Meeting for April 26, 2010

The annual meeting, of the Charbonneau Homeowners Association, an Oregon non-profit corporation, was called to order at 7:07 PM, by Dennis Jablonski, at the Charbonneau Country Club.

Board members present: Dennis Jablonski, Dave White, Larry Kriegshauser, Bill Bell, and Robin Santos.

Non board member: Steve Chinn

Absent board member: Suzanne Nystrom, Jerry Ricken, Dave Schaller, and Jim Gibbons

Dennis introduced the board, along with Ken Bartus of Garron Landscape.

Dennis read the minutes from 2009 as none were available for distribution. John Santos moved that the minutes be approved as read. The motion was seconded and moved.

Ann Higgins gave the attached treasurer's report for Jim Gibbons. The year ended close to budget with an excess of \$7366. There was \$63,000 spent on long term capital improvements, which included upgrading of the drains in the pools, and much necessary sidewalk repairs.
The dues had been increased due to the water expenses.

Architecture: Bill Bell told of a busy year. A neighborhood had its painting completed, and B area was being prepared for painting. The concrete repair was being addressed, and would be an ongoing situation for awhile.

Property manage, Steve Chinn, gave the pool's report for Dave Schaller. A pool has been finished long with its spa. The drains for all of the pools have been addressed as to the Federal law mandating that all drains be retro fitted for safety.

All pools have also been fitted with new winter pool covers that will be more esthetically pleasing to the eye, and end the problem of ducks in the pools. B pool is due for refinishing by next season, which will take care of its roughness.

Landscape: Dave White spoke of the re-landscaping around B pool. The area by the tunnel has been improved in its appearance. The spraying for crane fly has been completed. These have been done all within budget.
Dee Bolen asked about her crumbling driveway edges, questioning if it was due to the landscapers edging. Steve told her he would look at it.
Linda Taylor said she had a problem with the ground keepers weed wacking all her plants. Steve said he will speak to them.

Security and welcoming: Larry Kriegshauser told everyone to visit with and know your neighbors. The best security is in knowing the neighbors and area. Larry encouraged everyone to take part in the America's Night Out, and that a Clackamas County officer will come and speak at these, if invited. Larry said that if anyone is having work done on phones or cable, that when finished, they should call Wilsonville Lock to make sure their alarm is still activated. The number is 503-682-2323.

Steve Chin has been the property manager for nearly two years, and in that time has attempted to be diligent as to making the area livable and attractive. Steve also asked that he be called before a homeowner turns in a claim into State Farm. This is in keeping with maintaining reasonable insurance for every homeowner in CHOA.
There was a question as who to call if a window was broken by a golf ball. Ace Glass in Canby handles this, but only if the homeowner doesn't know who broke it. If the golfer is present, then their insurance should pay for it; otherwise, we do have 100% coverage.

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Dennis introduced Ken Bartus. Ken said that December 8 to 11 were the coldest nights recorded, and that led to a lot of damaged plants. The budget doesn't allow for every plant to be replaced immediately. There have been a lot of requests for tree removal. Any tree over 8" in trunk diameter must be requested to Wilsonville City for removal. The tree code allows for removal of diseased trees only, and those that could damage property.

Special projects included the re-landscaping at C pool. The Country Club helped with \$5000 on C tunnel. Garron now has a field report system which takes digital pictures. Garron also has access to bark dust for our entrances and main areas, procured through the Landscape and Remodel show. This will be an annual beautification. Ken thanked the homeowners for continuing to work with him. His contract was renewed without an increase.

Dennis commended Steve and Ken's work, and thanked the board for all their efforts. Dennis was also thanked by the homeowners on Boones Bend for his efforts on all the improvements he worked so hard to secure.

There was an election of board members, which officially renewed the positions for Kay Gardner Pyle, Bill **Steele** (corrected), and Robin Santos.

Anne read the motion and all approved.

Dennis drew tickets for door prizes.

Motion was made to adjourn, seconded, and moved.
The annual meeting was adjourned at 8:45

Robin Santos
Secretary

CHOA Board Meeting Minutes for May 12, 2010

The meeting of the Board of Directors of the Charbonneau Homeowners Association, an Oregon non-profit corporation, was called to order at 4:02 PM by president Bill Bell, at C recreation hall, Charbonneau, Wilsonville, Oregon.

Present were board members: Bill Bell, Kay Gardner Pyle, Jerry Ricken, Dave Schaller, Jim Gibbons, Robin Santos, and property manager, Steve Chinn.

Absent: Dave White, Bill Steele, and Larry Kriegshauser.

The minutes were read and reviewed. Motion was made by Jim to approve the minutes with two changes, and seconded by Jerry. All approved the motion, and it was passed.

Steve handed out insurance information which will be necessary to update with Jay Puppò. Discussion followed. The board, with Steve's help, perused the old and new insurance text. Change is required in CC&Rs section 8. A meeting is needed with Jay and approval from our attorney, and a vote from the homeowners. The board can change rules and regulations, but need a vote to change CC&Rs. Discussion.

Dave Schaller made a motion to accept the pages 23, 24, 25 rules and regulation changes regarding our insurance coverage, Kay seconded and all approved with motion passing. These pages are attached.

Kay moved that we pursue changes to the CC&Rs regarding our insurance coverage, Dave S. seconded, and all were unanimous.

Noise from barking dogs needs addressing. The manual states on Pg 49 that we can address issues as such. There needs to be clarification of Section 4, combined with 2 and 4 of the county rule. Discussion. Something in writing to be brought on this to the next meeting. Rules attached.

Treasurer: Jim Gibbons gave the treasurer's report which is attached.

In discussing the River's account it was reported that Ann is billing the mortgage company in charge of this home, for dues.

There is \$148,000 currently in the reserve fund, and total assets amounting to \$195,779.

Landscape: Jerry reported that Boones Bend's trimming is completed, and C pool area will be completed in May.

Pools: Dave reported that the pools have been readied for opening, which is planned for Memorial weekend, weather permitting.

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Architecture: Robin attended the CCC Architectural Control Meeting on April 28, 2010. Discussed was the painting of house numbers on curbs for emergency vehicles, and this will not be allowed throughout Charbonneau. A sub-committee for yard art and exterior lighting was formed, and will compile what can and cannot be exhibited in yards.

There was a pass-out by Steve, and discussion followed.

Communication: Kay asked about the Chat items. These should be sent to Kay within the next two weeks.

Motion to adjourn was made by Dave S., seconded by Jim, and approved by all. The meeting adjourned at 5:56 PM.

Robin Santos
Secretary

CHOA Board Meeting Minutes for June 09, 2010

The meeting of the Board of Directors of the Charbonneau Homeowners Association, an Oregon non-profit corporation, was called to order at 4:00 pm by President Bill Bell, at C recreation hall, Charbonneau, Wilsonville, Oregon.

Present were board members: Bill Bell, Kay Gardner Pyle, Jerry Ricken, Jim Gibbons, Dave White, Larry Kriegshauser, Robin Santos, Bill Steele, and property manager, Steve Chinn.

Bill Bell displayed a plaque to be awarded Suzanne Nystrom for her six years service on the Homeowners Association board.

The minutes of the May 12, 2010 were reviewed. A motion to approve the minutes was made by Dave White and seconded by Jerry Ricken. All approved the motion, and it was passed.

Steve Chinn informed the Board that estimates to replace/repair the C recreation building doors (glass 8' x 8') and (double entry doors) is approximately \$2500. The consensus discussion is to get more estimates before proceeding with the repairs. (later in the meeting, Larry Kriegshauser was able to get a lower cost estimate, for approximately half the original estimate. Jerry Ricken made a motion that we proceed with the repairs at the lower estimate. The motion passed.)

Jay Puppo presented information and recommendations regarding the Association's Homeowners Insurance policy.

History: Our Association's policy is one of the first in Oregon and contains a lot of beneficial coverage.

Current Policy: Building, permanent attachments (cabinets, attached carpet, bath tubs, fences, roof (not wear and tear), etc.

"Updated" policies: Limited to "studs out" (much lower premium, limited coverage.) HOA insurance policy together with homeowner's policy may require two deductibles unless the homeowner's policy is with State Farm.

Oregon law states the Association insurance policy is the "first to be held for payment of losses", even though the homeowner's policy is the appropriate insurer. Jay recommends we change our CCRs and Bylaws to clarify the assignment of claims to the unit homeowner's insurance. If we don't change, the result will probably be higher HOA insurance premiums.

Change of CCRs and bylaws requires homeowner approval (171 homeowners needed to approve).

Jay recommends that we have an attorney draft the revisions and suggests we contact the Oregon Homeowners Association for recommendations of associations that have made the required changes and possibly an experienced attorney.

Consensus of the discussion is we need to proceed with the changes.

Treasurer: Jim Gibbons gave the treasurer's report which is attached. Jim informed the board that there is progress on the "Rivers account" as the mortgage company is now paying the monthly dues and conversations have indicated that the mortgage company are working diligently to get the Rivers evicted from the house (estimate possibly 30 days) and will possibly pay for building repairs. River's "trial" is assigned for next month.

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Distributed May Treasurer's Report and Balance Sheet (attached) –Receivables unusually high - reflects delay in receipt of homeowner insurance premiums (should correct by next month).

Architecture: Robin Santos reported she inspected the Levingston "fence deterioration" problem. The determination is that the cause is poor construction by the contractor and is not an association responsibility. The decision is that she will have her contractor correct the problem, then, the association can proceed to have the fence painting completed.

Welcoming and Security: Having difficult time contacting new owner. Was able to meet with William Mahoney (?) No security items to report.

Landscaping: Landscaping expenses are under budget for year-to-date, compared to previous two years. Expect expenses to remain slightly under budget for 2010. "C pool" completed regarding landscape.

Pools: Report by Steve Chinn – All sensors installed. Excessive phosphate in some pools, which will be treated on Thursday. All pools are open with temperature set at 81degrees.

Communication: Kay Gardner Pyle—Awaiting some reports for the newsletter (scheduled to go out late June or early July).

Property Manager: Steve Chinn distributed list of activities for May—No discussion.

President: Bill Bell: Shared comments of a letter from Susan Eggleston which commends Steve Chinn's attention to detail and his positive response to matters regarding the Homeowners requests.

Recommended distribution of an additional amount of \$142.50 from the excess in the trust fund of Lynda Taylor. Motion made and seconded to approve the distribution.

Presented a proposal for changes to the Pet rule of the Charbonneau Homeowners Association regarding the issue of barking dogs. Many of the rules are in compliance of the Clackamas County Animal Control rules (proposal of changes are attached). Following a brief discussion, David White motioned approval of the changes. The motion was seconded by Larry, and the motion was passed.

The meeting was adjourned at 6:05 p.m.

CHOA Board Meeting Minutes for July 14, 2010

The meeting of the Board of Directors of the Charbonneau Homeowners Association, an Oregon non-profit corporation, was called to order at 4:00pm by President Bill Bell at "C" recreation hall, Charbonneau, Wilsonville, Oregon.

Present were board members: Bill Bell, Kay Gardner Pyle, Jim Gibbons, Dave White, Larry Kriegshauser, Robin Santos, Bill Steele, and property manager, Steve Chinn. Bill Bell introduced James Livesay as a guest to the meeting.

The minutes of the June 09, 2010 meeting were reviewed. Jim Gibbons clarified comments on the Rivers house that the eviction "was not possible in 30 days". A motion to approve the minutes was made by Larry K. and seconded by Robin Santos. The motion was approved, and it was passed.

Treasurer: Jim Gibbons gave the Treasurer's Report, a copy of which is attached. Jim expanded information on the overdue accounts, stating that Green Tree Servicing has paid some of the delinquent-monthly homeowner's dues. (The Rivers' court case has been issued a continuance, so probably won't have a status for another month!) There was discussion on the McKay property that the association has received proceeds from the insurance company and determination of accounting of the proceeds to pay the past due account to CHOA. Steve Chinn was given authority to negotiate the accounting and application of the funds towards overdue account

Jim noted that the "Total Assets" and "Total Liabilities & Equity" dropped significantly this month as a result of journal adjustments by the CPA on the completion of the 2009 audit (mostly from depreciation). In summary, the overall finances of the CHOA are in good

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condition and within the overall budget.

Landscape: Dave White reported there were several problems regarding irrigation in June, and were corrected as responded to requests.

Architecture: Robin Santos reported a temporary variance for Ray Wallace to "match new roof to patio area". Attended the Architectural Committee meeting of the Country Club Board and the only items of importance to us are: (1) an additional white color for trim is temporarily approved; (2) The topic of Yard Art was discussed and recommendation for guidelines will be reviewed by a committee and presented for consideration of guidelines at the next meeting.

There was considerable discussion of the HOA action regarding "painting of the Rivers house." As a result of the discussion, Larry K. made the motion to not paint the house at all at this time. Dave White seconded the motion and it was passed with a unanimous vote.

Communications: Kay shared her experience with the manual distribution of the CHAT Newsletter. She stated it was a pleasant experience and became acquainted with several new families. Kay was given high praise for the quality of the publication and her dedication to the distribution. There was discussion that the next distribution will be done by all Board members.

Pools: Report by Steve Chinn—B pool was closed temporarily because of the debris in the pool as a result of the dropping from the trees which clogged the filtering system. Problem corrected and pool now open. F and G pools have had some problems, primarily staining, which can't be removed -in order to correct problem will require refinishing the pool surface. Steve recommends the refinishing all pools within the next two years.

There was discussion of the issue of non-residents using our swimming pools. Bill-Bell has had several instances of improper use of the pools and took action to correct the violation(s). All board members are reminded to assist in the policing of the-pool usage.

Welcoming and Security: Larry reported that all "welcome visitations" have been completed, except for one residence. No security items were discussed.

Property Manager: Steve Chinn distributed list of Manager's activities for June. No discussion of items, except Steve did talk about the matter of "carpenter ants" which is becoming -a more frequent and serious matter. There will be a meeting at "B pool" on Tuesday at 6:-00 pm to get more information of the corrective actions available.

President: Bill Conducted discussions on the following topics:

Pursuit of CC&R change regarding HOA insurance—Kay appointed chairman with Bill Steele and Robin Santos as a committee to review and recommend change, with report by October 1st.

Coordination of Architectural and Landscape Committees on review of new driveway construction—Steve and Robin will change the Architectural Form to include the matter -of driveway

Signage of pool areas to include usage of pools with residen1B in attendance at all times—Steve will have new/revised signage made and install to clarify the tenant requirement.

Driveway parking which creates a traffic hazard—no action taken, Board members to enforce article 3 of CC&Rs.

Suspension of pool privileges for non-payment of HOA dues—Covered by CC&Rs; continue as is.

Dave White was nominated for the position as Vice President and Board member. Jim Gibbons motioned that Dave White be the Vice Presiden4 seconded by Kay Gardner Pyle. The vote was unanimous for Dave's election as Vice President.

The meeting was adjourned at 6:00 pm.

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CHOA Board Meeting Minutes for August 11, 2010

The meeting of the Board of directors of the Charbonneau Homeowners Association, an Oregon non-profit corporation was called to order at 4:00 pm by President Bill Bell at "C" recreation hall, Charbonneau, Wilsonville, Oregon.

Present were board members: Bill Bell, Bill Steele, Dave Schaller, Kay Gardner Pyle, Larry Kriegshauser, and property manager Steve Chinn.

Ken Bartus was a guest at the meeting to discuss and explain the situation regarding the "Spooner" landscaping and resulting problem with the irrigation system. As there are not complete irrigation plans, it is very difficult to locate water lines for relocation or repairs. In the Spooner case, the installation of the water pipes under the concrete driveway was not done properly, creating a problem. , Ken requests that he be involved in the approval of all landscape plans to be sure the irrigation pipes are not located, or to be located under any concrete work. It is imperative that all irrigation lines under concrete work be enclosed in "sleeves." Request is that any Landscape Committee and .Architectural Committee approval include Ken Bartus before any concrete work is approved (can't pour concrete unless CHOA gives authorization).

A general discussion of the circumstances involving the Spooner case was briefly discussed and a consensus was that CHOA should accept the offer by the Spooners to pay \$500 as their part of the expense. Larry made a motion, seconded by Kay, to accept the \$500 from Spooner's. The motion passed.

Steve Chinn brought up the topic, with resulting discussion, regarding landscaping alterations of CHOA common areas adjacent to his property being performed by "Byrne" Packard. It appears that the Landscape Committee has not granted approval to Mr. Packard to replace/repair his landscape, let alone the common area. The current case, the repairs in progress may require additional expense in order to maintain the attractive landscape of the CHOA common area. The repairs may create expense the CHOA to correct the problem" A motion was made by Larry K and seconded by Dave Schaller to notify "Byrne" Packard to cease all work on landscaping until such time the landscaping plan is approved by the CHOA Landscaping Committee. If Mr. Packard doesn't cease work and submit a landscape plan to CHOA for approval prior to commencing work, CHOA may repair/replace the current landscaping, the expense of which will be the responsibility of Mr. Packard.

Treasurer's Report: Jim Gibbons distributed the financial statements for August, with a brief discussion stating the accounts receivable are relatively small when considering the problem with the "Rivers" property. The expenses are under budget by about \$23,000 year-to-date. Anticipates the budget will be in balance at year-end. Jim facilitated a discussion regarding the fiduciary responsibilities of the Board members for planning and budgeting for "Reserves" of future years. Steve Chinn gave an overview of proposed reserve expenses for 2011 of \$157,040. A motion was made by Larry to authorize a proposal by a consultant to recommend establish required reserves for 2011, with a second by Kay.. The motion passed

Received a refund check for \$235.35 from PGE for two years unused electric meter.

Architecture: Robin Santos states that most activity is regarding minor matters on exterior painting - Painting of homes next year may create some problems and will attempt to anticipate items and mitigate the serious issues. Robin stated that she has experienced some issues with the matter of dogs regarding barking and dogs not on leash. Bill Bell stated he will issue "Letters of compliance" to negligent homeowners.

Property Manager: Steve Chinn distributed Property Manager Report of activities for August. No discussion of listed items. Steve shared with the Board that utility expenses will increase next year - Wilsonville rate increases will be 3% for water and 10% for sewer. NWN gas and PGE anticipate increased expense less than 1%. There is no indication what, if any, rate increase for Charbonneau Water Co.

President: Mr. Rivers called Bill requesting permission to place a POD in his driveway and a moving truck in the guest parking area to assist in moving. Bill stated he sent a letter to Greentree Servicing, requesting payment for repairs and painting of Rivers house by October 15th, with a daily \$25 fine after that date. Sending letters to neighbors regarding the "barking dog"

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rules.

Bill received a letter from Ken Dick, together with a \$100 check, to pay for a sleeve in his new driveway. The letter was sent "under protest."

Bill again stated we need another Board member and requested everyone to recruit any potential person.

General Discussion: Jim Gibbons brought up the topic of CHOA paying for "gutter cleaning." There is concern that there may be better utilization of the expense (\$8,000). Motion by Jim, seconded by Dave Schaller, to send a letter to homeowners that the Board is considering allocating the "gutter cleaning" expense for alternate CHOA services, and requesting the resident's input of the decision. The motion passed.

Larry reminded everyone that "everything discussed in the Board meetings, stay within the Board."

Jim Gibbons made the motion to adjourn, seconded by Kay. The meeting was adjourned at 6:30.

CHOA Board Meeting Minutes for September 8, 2010

The meeting of the Board of Directors of the Charbonneau Homeowner's Association, an Oregon non-profit corporation, was called to order at 4:00 pm by President Bill Bell at "C" recreation hall, Charbonneau, Wilsonville, Oregon.

Present were board members: Bill Bell, Bill Steele, Kay Gardner Pyle, Dave Schaller, Dave White, Robin Santos, Jim Gibbons, Larry Kriegshauser, and Property Manager, Steve Chinn. Guest was Ken Bartus, as part of a discussion noted later in the minutes.

Secretary: Minutes of the August, 11 meeting were distributed. There was no discussion and Kay made a motion, seconded by Larry K, that the minutes be approved. The motion passed.

Communications: No current communication to report.

Welcoming and Security: Larry reported that there is one new neighbor, a renter, to contact, and in process of distributing about a dozen books.

Pools: Dave Schaller proposes to close the pools on September 16th as the weather forecast is for low temperatures and possible light rain. The pools will be covered with the new covers. A different chemical will be used for the pools for next year, which will reduce cost by \$2,000 - \$3,000. Will end 2010 under expense budget.

Architecture: Robin reported that approval was granted to Schrams to replace their roof. Sidewalk in front of Pene residence needs repairs.

Landscape: Ken Bartus distributed Turf/Planter schedule and program:

Pruning –usually twice a year, year round ideal – Winter pruning in January (because of freezing).

- A. August 1st – second phase (refer to Ken's handout.).
- B. Ken distributed 2010 landscape costs, year-to-date with brief explanation of costs.

There was a general discussion of overall landscaping expenses with focus of potential of increased expenses in following years. David will work with Ken to attempt to arrive at an effective, cost-efficient landscape program with a focus on the 2011 budget.

Treasurer's Report: Jim Gibbons distributed the financial statements for August, with a brief discussion stating the accounts receivable are relatively small when considering the problem with the "Rivers" property. The expenses are under budget by about \$23,000 year-to-date. Anticipates the budget will be in balance at year-end. Jim facilitated a discussion regarding the fiduciary responsibilities of the Board members for planning and budgeting for "Reserves" of future years. Steve Chinn gave an overview of proposed reserve expenses for 2011 of \$157,040. A motion was made by Larry to authorize a proposal by a consultant to recommend establish required reserves for 2011, with a second by Kay. The motion passed.

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Property Manager: Steve Chinn distributed Property Manager Report of activities for August. No discussion of listed items. Steve shared with the Board that utility expenses will increase next year – Wilsonville rate increases will be 3% for water and 10% for sewer. NWN gas and PEG anticipate increased expense less than 1%. There is no indication what, if any, rate increase for Charbonneau Water Co.

President: Mr. Rivers called Bill requesting permission to place a “POD” in his driveway and a moving truck in the guest parking area to assist in moving. Bill stated he sent a letter to Greentree Servicing, requesting payment for repairs and painting of Rivers house by October 15th, with a daily \$25 fine after that date. Sending letters to neighbors regarding the “barking dog” rules .

Bill received a letter from Ken Dick, together with a \$100 check, to pay for a sleeve in his new driveway. The letter was sent “under protest.”

Bill again stated we need another Board member and requested everyone to recruit any potential person.

General Discussion: Jim Gibbons brought up the topic of CHOA paying for “gutter cleaning”. There is concern that there may be better utilization of the expense (\$8,000). Motion by Jim, seconded by Dave Schaller, to send a letter to homeowners that the Board is considering allocating the “gutter cleaning” expense for alternate CHOA services, and requesting the resident’s input of the decision. The motion passed. Larry reminded everyone that “everything discussed in the Board meetings, stay within the Board”.

Jim Gibbons made the motion to adjourn, seconded by Kay. The meeting was adjourned at 6:30.

CHOA Board Meeting Minutes for October 13, 2010

The meeting of the Board of Directors of the Charbonneau Homeowner Association, an Oregon non-profit corporation, was called to order at 4:05 pm by President Bill Bell at "C" recreation hall, Charbonneau, Wilsonville, Oregon.

Present were board members: Bill Bell, Dave Schaller, Dave White, Jim Gibbons, Larry Kriegshauser, Bill Steele

Non-board members: Property Manager, Steve Chinn. Mr. and Mrs. Landre were guests.

Secretary: Minutes of the September 8, 2010 meeting were distributed. There were two corrections of the minutes: (1) under the Treasurer's Report the correction is the motion was to accept the report of the proposed reserves for 2011, and (2) under the topic of "Pools" the correction is that there will be a different chemical company next year, reducing costs. Dave White made the motion to accept the "revised" minutes, seconded by Dave Schaller. The motion passed.

Treasurer's Report: Distributed the September Treasurer's Report and an explanation of Account Overdue the Rivers and Placentia overdue accounts have been adjusted to reflect the expected losses. Ann will contact a CPA to determine how to "expense" the losses as a result of the bankruptcy completion - don't expect there will be any recovery of the loss. The lender is now making the monthly dues payments on the Rivers property, but have no response for the unpaid insurance. Anticipate the lender will pay for all expenses to repair the Rivers property. Wells Fargo is the lien holder on Placentia. Income and expenses are tracking close to budget, and should close year-end very close to budget

A cost of approximately of \$3,950 for a "full audit" or the cost of a "financial review" will be \$2,000 for 2009 accounting. Because we had a full audit for 2009, Jim recommended we proceed with a "'financial review' for 2010. Larry K made the motion, seconded by Dave White, to accept Jim's recommendation for the financial Review. The motion passed. Jim distributed calculation sheets, for each area of responsibility for 2010 expenses, to have ready at the November meeting for calculation of spread sheets by the December

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meeting.

Landscape: Dave White estimates that there will be a net balance of approximately \$7,000 for year-end 2010 budget. Recommends considering a significant increase for "restoration" in the 2011 budget.

Pools: Dave Schaller reported that new pool covers are being installed currently. The plan is for pool resurfacing every eight years. There has been "speculation" that there can be substantial reduction of expenses if some pools were to be closed. It currently costs about \$380 per household per year. The consensus is that pools are a significant overall value to the households. and remain operational

Communications: Bill Bell gave Kay's report in her absence. Kay said she will have a report and recommendation of the possible change in CC&Rs regarding the priority issues of homeowner insurance, which was discussed in a prior meeting. The issue is primarily determining the priority of insurance carriers when there is an insurance claim.

Welcoming and Security: Larry reported there is a new renter he hasn't been able to contact yet. Larry conducted a general discussion on the topic of the "security monitoring" expense, with the view that there may be better, less expensive, options to the CHOA. Currently, the cost is about \$36,000 per year. It is a consensus that there are many security systems that are non-functional, therefore making it difficult to analyze the effectiveness of the security system. The introduction of wireless phone systems probably makes some security systems inoperable.

Architecture: Bill reported that Robin has no current Report.

Property Manager: Steve reviewed the response to the matter "gutter cleaning" with the slight majority requested retention of the gutter cleaning. Following a general discussion, the consensus is to retain the gutter cleaning, with some possible adjustments to the system. Steve to work with the contractor to (1) start earlier (November?), (2) don't clean all homes (provide a homeowner option to maintain their own gutters, but without any reduction in homeowner dues—any cost savings will go to general landscaping restoration). Reduced gutter cleaning should reduce the overall contractor expense. Century Link will be installing new underground wiring. Steve to contract with Century Link to restore all property to original condition prior to construction. Steve distributed Property Manager's Report with a short discussion of some items.

General: Bill Bell introduced Mrs. Landre who described the efforts taken to eliminate their barking dogs issue. They have installed an "electric fence" which has helped keep the dogs in their yard and secondly installed a "bird house system," which helps eliminate the dogs' barking. Bill thanked Mrs. Landre for the efforts, and informed them that future "violations" may still create CHOA fines.

New Business—Sandra Pagels is working on the annual Christmas party.

Bill Bell will spend several winter months in the southern US (i.e., deserts). Dave White will take over in Bill's absence. However, it is hoped arrangements can be made for Bill to be in constant contact with CHOA. The Board recommended that Bill take the temporary relocation.

Larry K. motioned, and Dave Schaller seconded, adjournment. Adjourned at 5:45

CHOA Board Meeting Minutes for November 10, 2010

The meeting of the Board of Directors of the Charbonneau Homeowner's Association, an Oregon non-profit corporation, was called to order at 4:00 pm by President Bill Bell at "C" recreation hall, Charbonneau, Wilsonville, Oregon.

Present were board members: Bill Bell, Dave Schaller, Dave White, Kay Gardner Pyle, Jim Gibbons, Robin Santos, Bill Steele, and Property Manager, Steve Chinn. Zig Zakovics was a guest to the meeting.

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Secretary: Minutes of the October 13, 2010 were distributed. A correction in the Landscape Report changing the word from "restoration" to "renovation. Jim Gibbons made a motion to approve the minutes, as corrected, seconded by Dave White. The minutes were approved.

Treasurer's Report: Distributed the October Treasurer's Report with the explanation that THE "Rivers" account was "written off" per instructions from our CPA. Expenses for year-to-date were \$12,528 under budget and Net Income is \$14,037 better than budget. Reserves are \$155,183, with a target year-end of \$150,184. Jim received several 2011 budget projections, and stated will plan to establish the 2011 budget at the next board meeting. There will not be any increase in monthly homeowner's dues for 2011 as the CPI is "virtually flat" for 2010.

Landscape: The year-end projects are scheduled to be completed by year-end, and within budget. The Landscape budget for 2011 will need to be increased as Garron has requested a small 2% increase and propose again purchasing the bark mulch after the "Home Show" for approximately \$3,000.

Pools: Dave Schaller said there have been many compliments about the new pool covers. Pool expense for 2010 will be under budget.

Communications: Kaye will get together with Steve to get a definition of responsibilities for the position. Gave a brief overview of the findings on the subject of "homeowner insurance policies priority" with initial indications that many Homeowner Associations have established that the "individual" fire policy has a priority position over the "Master HOA policy". Estimates we should be prepared to make a decision on the matter at the beginning of the year.

Welcoming and Security: Larry was absent so no report.

Architecture: The numerous repairs to concrete work throughout the HOA have been completed and results are very positive. There was discussion regarding waiving the numerous "fines" on the Rivers property. Kaye made a motion, seconded by Jim Gibbons, to waive the fees, allowing the write-off of expenses approved by the Board.

Bill Bell gave an update of the "Rivers expenses". There was an outstanding legal expense in the amount of \$516, that was paid as the result of written agreements.

Property Manager: All pool covers have been installed; doors to the "C Rec Room have been repaired. Steve has received a bid from a contractor to "clean the gutters" for a fee of \$25.00 for single level homes and \$35.00 for two-story. Steve will contact current contractor, compare the estimates, and then make a decision of a contractor to clean the gutters. Regardless of the contractor, the cleaning of gutters must start by December 1st. Jerry Cockram, dba: Twin Creeks Construction, has requested authorization to begin repairs to the pools ASAP but will need an "advance" of \$3-4,000. Dave Schaller made a motion, seconded by Dave White, to authorize the "advance" not to exceed \$4,000 with the condition the work begins ASAP. The motion was approved. Steve distributed the Property Manager's Report, with no discussion.

Dave Schaller motioned, seconded by Kay to adjourn. The meeting was adjourned @ 5.15 pm.

CHOA Board Meeting Minutes for December 8, 2010

The meeting of the Board of Directors of the Charbonneau Homeowner's Association, an Oregon non-profit corporation, was called to order at 4:10 pm by Vice President, David White at "C" recreation hall, Charbonneau, Wilsonville, Oregon.

Present were board members: Dave White, Dave Schaller, Jim Gibbons, Bill Steele, Larry Kriegshauser, and Property Manager, Steve Chinn.

Secretary: Minutes of the November 10, 2001 were distributed. The minutes were approved as presented.

Treasurer's Report: Jim Gibbons distributed the November Treasurer's Report with a brief overview of the Monthly Financial Results. Jim anticipates an increase in the "bad debt" by year-end as a result of accounts overdue on the "Placentia property". Jim anticipates that we should still be under the expense budget for the year. Jim made a motion to transfer up to \$5,000 to the Bad Debt account, and transfer up to \$5,000 into Reserves by year end. The motion was seconded by Larry K. The motion passed with a unanimous vote.

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Landscape: Dave stated the majority of landscaping issues are scheduled for the remainder of 2010. The emphasis is now being placed towards 2011 and emphasis on renovations, removals, and replacements. A lot of attention will be "pruning" of overgrowth". There of areas prone to "flooding" which will be addressed in 2011, when weather permits.

POOLS: The pools are covered for the winter. "A pool" hot tub has begun to leak. Steve Chinn is working to locate the source of the leak, and then will repair it.

Communications: No report.

Welcoming and Security: Reported he has three visitations to make. There was a brief discussion regarding the expense of the monitoring system with the consensus being it is something we may need watch!

Architecture: No report

Property Manager: Steve stated that he has instructed the contractor to begin the "gutter cleaning" and **Not** attempt to clean gutters of homes that have installed gutter guards. Steve requested the contractor to give him a list of homes with gutter guard systems as we will not pay for those properties. Steve informed the Board that he has deferred payment to Twin Creeks Construction for repairs to the pools until January and as such time the work actually begins on the repairs. Steve distributed the Property Manager's Report with the comment that the number of service calls has declined. There were no comments regarding the report contents.

2011 Budget: Bill Bell was contacted via telephone to participate in the discussion of the proposed 2011 Budget for Charbonneau Homeowner's Association. The proposed budget was reviewed with the following comments:

1. Property Manager compensation for 2011 - Larry made the motion, seconded by Dave Schaller to increase the compensation to \$2,900 per month. The motioned passed.
2. Ann Higgins compensation for 2011 - Increase monthly compensation from current \$1,400 per month to \$1,450 per month. The motion was made and passed with a unanimous vote.
3. Landscape contract to increase 2%, to \$186,453. This is the service portion of the overall landscape budget.
4. Irrigation water expense will be reduced., unless we experience unusually hot weather.

Monthly Homeowner dues for 2011 will not increase as the CPI is less than 1% . The Board feels that because of the economic climate, and the fact we can still balance the budget with the current rates, homeowners will appreciate the decision. However, the notice to the homeowners of this decision, we will encourage homeowners to increase their contribution, voluntarily, to the **painting trust fund**, as the expense of painting has increased.

The motion was made by Larry Kriegshauser, seconded by Dave Schaller to approve the 2011 budget as proposed, with the authorized changes. The motion was approved.

The meeting was adjourned at 5:15.

CHOA Board Meeting Minutes for January 12, 2011

The meeting of the Board of Directors of the Charbonneau Homeowner's Association. was called to order at 4:05 pm by Vice President, David White at "C" recreation Hall, Wilsonville, OR.

Present were board members, Dave White, Dave Schaller, Jim Gibbons, Kay Gardner Pyle, Robin Santos, Bill Steele, and Property Manager, Steve Chinn.

Treasurer's Report: Jim Gibbons distributed the December, 2010 Treasurer's Report with a brief overview of the Monthly and Year-end Financial Reports. Accounts overdue are approximately \$5,024 (Placentia) which will probably be a full write-off subject to the bankruptcy court actions. McKay has a lien filed for \$1,248. Two former delinquents of \$625 are now current accounts. **December** income was \$240 over budget, while expenses were \$44,908 (\$13,066 over budget), representing Bad Dept of \$5,000 and Reserves of \$5,000. Net income was a loss of \$2,950.63. **Year-to-Date** Capital Replacement Reserves are \$153,683 or about \$3,000 over budget. Overall analysis is the actual income and expenses are very close to the 2010 budget.

Secretary: Minutes of the December 8, 20 10 meeting were distributed. Corrections to the minutes were: 1) Under the report on Pools", the A pool **SPA** was the reported leakage 2) under the report of **Landscaping** the "contracted
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expense budget" for 2011 will be \$184,000. The minutes were approved with the corrections.

Landscape: Dave reported that there are no major repairs taking place because of the time of year. Planning to begin on projects for 2011. Dave announced that Bill Steele will assist with the Landscape this year.

Pools: Work has commenced on repairs to "B Pool" and Spa.

Communications: No report

Welcoming and Security: Larry was absent so no report. Kay Gardner Pyle brought up the topic of lack of security systems in some homes that do not have land line telephone systems. It was the consensus that it is a potential problem, something we should explore further for a practical solution.

Architecture: Two driveway repairs have been completed. "C" neighborhood" is scheduled for painting during 2011.

Property Manager: Steve distributed the Property Manager's Report reflecting a reduction of service calls, with no discussion of report items.. Steve reported that CenturyLink has completed their installation work, with repairs to two broken sidewalks to be completed. Steve to follow-up. The carpet sample and colors for the "e Recreation building was displayed, with a cost of \$2,221 (slightly under budget). The consensus color selection is "wintersea".

Steve reported that "Rivers" have vacated the property and Greentree now has possession of the property. Door locks have been replaced and contractors are scheduled to begin immediately to repair the building. Rivers left a lot of personal property in the house, which Greentree will have to deal with. Greentree is keeping current with the monthly dues, and insurance is also paid. Placentia is in bankruptcy, and Wells Fargo has control of the property, so we may have further delay in gaining any revenue.

Vice President: Dave reminded everyone that we are in need of additional Board Members. We currently have one vacancy and Bill Bell will leave the board this spring. Therefore we have two vacancies to fill. Each current board member is to recruit one candidate for the March meeting. There will be no meeting in February. The annual HOA meeting will be in April.

A motion to adjourn was made by Jim Gibbons, seconded by Dave Schaller. The meeting was adjourned at 5:05 pm.

There was no meeting in February 2011.

CHOA Board Meeting Minutes for March 9, 2011

The meeting of the Board of Directors of the Charbonneau Homeowner's Association was called to order at 4:05 pm by Vice President, David White at "C" Recreation Hall, Charbonneau, Wilsonville, OR.

Present were board members David White, Robin Santos, Kay Gardner Pyle, Dave Schaller, Jim Gibbons, Bill Steele, and Property Manager Steve Chinn. Guests in attendance were Tom Pyle, and Ron Browning.

Secretary: Minutes of the January 12, 2011 meeting were distributed. Correction to the minutes is to change the date of the annual meeting from March, 2011, to April, 2011. The minutes were approved with the corrections.

Treasurer's Report: Jim Gibbons distributed the February, 2011 Treasurer's Report with a summary review of the monthly and year-to-date Financial Statements. Overdue accounts amount to approximately \$9,346, with the Placentia account exceeding \$5,000, and McKay exceeding \$1,687. The Placentia account will probably result on a "loss" because of the pending bankruptcy. McKay will be notified that the account must be brought current before painting will commence. Income for February was slightly under budget, but over budget \$3,731 for year-to-date. All expenses for year-to-date are under budget, with net income \$13,188 better than budgeted. Reserve funds for February total \$147,478. Overall analysis is any "variances" of the monthly budget will "average" as the years progress.

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Landscape: Bill Steele gave a brief report of the CCC Landscape Committee meeting on 02/15/11. Steve Chinn and Ken Bartus also attended the meeting. The meeting was attended by representatives of the City of Wilsonville as the city has a major responsibility for the trees and vegetation along French Prairie. The major subject of the meeting was regarding the "health" of the trees. There was a consensus that the vegetation (trees and grasslands) receive too much water with the recommendation to attempt to reduce the frequency of watering - this should help improve the health of the vegetation. Removal of trees has many restrictions, and generally requires replacement trees. Dave White informed the board that several adjustments to our watering patterns should make lawn watering more efficient this year. There was a question if there is a plan to provide treatment for the infestation of Crane Flies this year. Treatment is not effective unless the Golf Club also provides treatment for the golf course- if so; we will probably participate in the treatment. Activity in overall landscaping projects is "seasonally slow" and will increase as the weather improves.

Pools: "F" & "G" pool has been resurfaced. Steve informed the board that there is a "new process" to repair the pools, which is an improved technique, resulting in an improved surface, and at a much reduced price. The pool resurfacing only cost \$4,600, resulting in available funds to possibly resurface additional pools this year.

Communications: Kay will send a notice of annual meeting" to all homeowners. The next issue of the CHAT will be distributed after the annual meeting so results of the annual meeting can be distributed to all households. All board committee members are to provide Kay an article for the next issue of the CHAT. Kay distributed an excellent review, and recommendation on the topic of "homeowner insurance policy priority." The report is for review by the board with a decision to adopt a recommendation at the May meeting.

Architecture: The painting of "C" neighborhood is scheduled to begin the first part of May, weather permitting. One issue that may surface will involve the funds available in trust accounts for homes with delinquent accounts. Discussion was that we will have to deal with individual cases as we have responsibility to all property owners for the overall appearance of the neighborhood. Robin presented a proposal for review regarding a change in the rules for use of the pools to allow "children and grandchildren" to use the pools without the homeowner present. It was a general consensus that it is a good idea and we will address the topic in a future meeting (Robin said she will give a concise proposal of the proposed change.)

Welcoming and Security: Larry was absent, so no report.

Property Manager: Steve distributed his Activity Report for January and February, with no points for discussion. Steve informed the board that there will be increased landscape activity as the weather improves—bark mulching has begun. The pools are looking "good" and plan to accelerate refinishing of additional pools with the current cost-saving procedures.

Steve he received several questions regarding the Federal Pacific breakers. He doesn't make any recommendations for electricians. But did indicate that he has had excellent experience with Boones Ferry Electrical.

Vice President: Dave reminded everyone to provide an article for the next issue of the CHAT to Kay as soon as possible. The next board meeting will follow the annual meeting in order to elect officers.

The meeting was adjourned at 5:10.

CHOA Minutes of the Annual Meeting April 25, 2011

The annual meeting, of the Charbonneau Homeowners Association, an Oregon non-profit corporation, was called to order at 7:05 PM, by the president, Bill Bell, at the Charbonneau Country Club.

Board members present: Bill Bell, Jim Gibbons, Dave White, Kay Gardner Pyle, Ron Browning, and Robin Santos.

Non board member: Steve Chinn
Ann Higgins, Bookkeeper
Ken Bartus, owner of Garron Grounds Landscaping

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Absent board members: Dave Schaller, Larry Kriegshauser, Bill Steele

Bill Bell introduced the board members, and had Ron Browning, a new board member, tell of himself.

The minutes from the annual meeting of 2010 were read, and moved to be accepted by John Santos. The motion was seconded and approved by all.

Jim Gibbons gave his treasurer's report. The association has \$153,000., in the reserve savings account which accumulates to pay for approved projects. There had been budgeted \$500,000., for the year, and \$503,000 was spent. All reports were distributed, and are attached. Landscaping is the largest expenditure, and it shows in the care and beauty of the area. Jim spoke on the reserve study, which was completed last year. This year's budget is similar to 2010. All in all, Jim reported that the association is in good financial shape, and sees nothing to change that.

Robin Santos spoke on architecture. The painting of B neighborhood was completed last summer, and we are now beginning the preparations to paint C neighborhood. E area has been added to this year in order to stay on a seven year painting cycle. There have been a few roof and driveway replacements. Painting was discussed. The length of the painting cycle will be readdressed after all have been finished with the better paint from Sherwin and Williams.

Steve Chinn spoke for pool chairman, Dave Schaller. B pool has been completely resurfaced with new plaster, and looks like new. C pool will need re-plastering. A new technique was done on A, F, and G, and they also look good. There were three heaters replaced.

Kay Gardner Pyle reported that the new Chat will be out the end of May.

Dave White spoke on the landscaping. Garron is now pruning the large shrubs and trees. The neighborhoods that are due to be painted will have major pruning done before the painting begins.

Steve Chinn, our property manager, spoke on the cleaning up of the area, and the importance and necessity of the architectural permit. There was discussion on pool use, and the dates it would open and close. The dates will depend on the weather. Memorial weekend, if nice, and close by Sept. 25. It was asked if there could be adult swim time, and the determination was due to legalities ending in a no. Also asked was does there have to be a homeowner with their adult child at the pool. This is being addressed by the board.

Ann Higgins read the resolution to the homeowners. It stated that in order to roll over any moneys left in the account to the next year, as per IRS requirements, it must be voted on. Motion was made to move any moneys left from 2011 to 2012. Motion was seconded, and all approved.

Homeowner, Bill Marlieb, requested that lighting on the sign for Sacajawea Way be improved.

Ken Bartus, of Garron Landscape, said that he had checked the Farmer's Almanac, and that the summer was to be dryer than normal. This was met with a cheer. They have a new company to remove trees, and that they are doing a good job. He looks forward to working with the association's new landscape chairmen, Ron Browning and Bill Steele. They will be doing heavy renovation this year on large plants. This will include either pruning or removal. Added to his staff is a new person to head up a healthcare dept. This will deal with treating with beneficial insects, and more green approach.

He also told of homeowners needing to help with watering until the pump can be set into the Willamette River, usually in June. This is an annual occurrence, and the available water until then is minimal. Garron will be working more on sustainable landscaping which will require less pruning and less water.

There was an election of board members: Dave White, Dave Schaller, and Chuck Robertson.

The designated board members who are authorized to sign at the bank will be: David White, Jim Gibbons, and Ann Higgins (bookkeeper).

A certificate from Curry's Landing was presented to outgoing member and president, Bill Bell.

Drawings for lovely hanging baskets, plants, and horticultural books, donated by Ken Bartus, were done. Motion was made to adjourn, seconded, and moved. The annual meeting was adjourned at 8:45.

CHOA's Monthly and Annual Meeting Minutes from January 2004 to present

Robin Santos
Secretary

CHOA Board Meeting Minutes for April 25, 2011

The meeting of the Board of Directors of the Charbonneau Homeowners Association, an Oregon non-profit corporation, was called to order at 8:45 by Vice President, David White, at Charbonneau Country Club, Wilsonville, Oregon.

Present were board members: Dave White, Jim Gibbons, Kay Gardner Pyle, Ron Browning, and Robin Santos

Treasurer Jim Gibbons handed out financial statements for the year, and the March treasurer's report. Total reserve funds available are \$144,804.33. Total assets are \$269,850.77. Total liabilities and equity are \$269,850.77. Reports are attached.

David opened nominations for board officers. Jim nominated David White for President, and was seconded by Kay. All approved.

Bill Steele was nominated for Vice President, and all approved.

Jim Gibbons was reappointed to the treasurer position. Robin Santos was appointed as secretary, and reappointed to the architecture position.

The officers for 2011 will be David White president, Bill Steele vice president, and Jim Gibbons treasurer.

The Chat is planned for June, and will make note for homeowners to test their alarms, and upgrade their system. Homeowners will be alerted to check their electrical boxes due to a hazard with those made by Federal Pacific or FPE.

The next meeting will be May 11, 2011, at 4:00 in the C recreation hall.

Jim moved the meeting be adjourned, it was seconded by Kay, and was adjourned at 9:02

Secretary
Robin Santos

CHOA Board Meeting Minutes for May 11, 2011

The meeting of the Board of Directors of the Charbonneau Homeowner's Association, was called to order at 4:05PM by President David White, at C recreation hall, Wilsonville, OR.

Present were board members: David White, Jim Gibbons, Bill Steele, Chuck Robertson, Ron Browning, Kay Pyle-Gardner, Larry Kriegshauser, Dave Schaller, and Robin Santos.
Property manager- Steve Chinn

Treasurer's Report: Jim Gibbons distributed the treasurer's report and reviewed the balance sheet, income statement, and the check history report. Total reserve funds available are \$144,804.33.

The minutes of the April 25 meeting were read and approved with the correction of adding Steve Chinn and Chuck Robertson as in attendance.

Landscape: Bill Steele and co Ron Browning reported that tree removal and replacements are on going. There will be eight trees replaced, and will continue with trunk grinding through the month. Garron will be using lime for moss elimination.

There was discussion on sewer lines interrupted by tree roots, and it was determined that this is the homeowners expense.

Pools: Dave Schaller reported that the pools will be up and ready to open as soon as the weather permits.

CHOA's Monthly and Annual Meeting Minutes from January 2004 to present

Communications: Kay would like the articles for CHAT by the 22nd of May.

Welcoming and Security: Larry reported that he has two new people to call on. He is attempting to collect from local vendors gifts and coupons for new residents. There was discussion of the danger of the old electrical boxes labeled FPE. They do not trip the breaker when overloaded, and can melt down causing a fire.

Architecture: Robin passed a sketch and request form from Connie Irwin, showing the requested enclosing of her upstairs balcony. All approved of the enclosure with stipulations that it be of wood construction, and meet with CCC architecture control regulations. Also reported on the CCC architectural meeting held on April 26th. Soffit vents must be added when re-roofing garages. Driveways require a sleeve placed under new pavement when being replaced. New rulings on gates and arbors.

Property manager: Steve distributed the property manager's report reflecting a reduction of service calls. He had received 28 calls pertaining to painting and pressure washing of homes.

Placentia has vacated her residence. There was discussion on pool use. The motion made was:

Adult children and grandchildren of resident homeowners may be allowed use of pools without the presence of the resident homeowner. They must be aware of pool rules and conduct themselves accordingly. If a problem arises, the resident homeowner will be notified, and if problems continue, said children would be unable to use the pool without resident in attendance.

Motion was made by Dave Schaller, and 2nd by Jim Gibbons. All approved.

The street sign on Sacajawea Way was brought up as being difficult to see at night. This will be looked into by Steve, as to what can be done to illuminate it.

Insurance was questioned as to which policy will cover claims, the homeowners or the association. This will need to be changed through an attorney, and then presented to the homeowners. We will also be researching attorneys.

Replacement of the CHOA mailbox, due to vandalism, cost \$279.

Robin Santos was elected secretary.

There was a motion to move the board meeting to 10AM on the 2nd Wednesday of every month. All approved.

Motion to adjourn was made and all approved. The meeting adjourned at 5:55PM

CHOA Board Meeting Minutes for June 08, 2011

The meeting of the Board of Directors of the Charbonneau Homeowner's Association, was called to order at 10:00AM by Vice President Bill Steele, at C recreation hall, Wilsonville, Or.

Present were board members: Bill Steele, Larry Kriegshauser, Chuck Robertson, Ron Browning, Kay Gardner Pyle, and Robin Santos

Property manager: Steve Chinn

Guest: Steve Perry

The minutes were read. Kay moved to approve them, and Larry 2nd, all approved.

CHOA's Monthly and Annual Meeting Minutes from January 2004 to present

Treasurer's report: Chuck gave the report for Jim. There are two significant changes in the report. One is the accounting and reporting issue, and the other is a status report, put together by Ann, outlining all pertinent information. As of this date there is a total reserve fund of \$144,634.50.

Pools: Steve gave the report. A spa is still closed with a major problem which includes heavy leaking. The repair will be about \$1000. There have been great comments on the four finished pools from the homeowners. There remains some minor finishes. Chuck spoke on tax credit for heaters and equipment, with the capabilities of selling credit as commodities. Since we are a limited non-profit only, this was thought to be out of our capabilities.

Steve has changed suppliers for our pool chemicals at a significant savings. A barrel of acid went from \$60 to \$38, and the chlorine went from \$48 to \$29.

The pool roofs need to be pressure washed, and possibly a strip of galvanized flashing to keep the moss from returning.

Steve Perry sat in on part of the meeting, and wanted to comment on our approving the painting of McKay's home. He represented the homeowners in her area, and they all were thankful that we chose to do the right thing. He also recommended the painting and insurance be included in the dues, such as ALTA does. This would increase the dues a small amount when considering how many years between paintings.

Communication: Kay discussed the CHAT and its distribution. Discussion was on the insurance priority implementation. Motion was made to consult with an attorney as to how best to change the CCRs to place CHOA's policy as secondary. Kay moved, Larry seconded, all approved.

Architecture: Robin reported that the painting is moving right along in E and C neighborhoods.

CHOA Board Meeting Minutes for July 13, 2011

The meeting of the Board of Directors of the Charbonneau Homeowner/s Association, was called to order at 10:04 AM by Vice President, Bill Steele, at C recreation hall, Wilsonville, Or.

Present were board members: Bill Steele, Dave Schaller, Jim Gibbons, Ron Browning, Chuck Robertson, Kay Gardner Pyle, and Robin Santos.

Property manager: Steve Chinn

Sue Egelston and Ron Halter were guests, representing F and G pool in their request for their pergola replacement. They discussed what is in the attached letter. Ron told of his accomplishments. Ron has a friend who owns a mill, and estimated it to cost \$670 in materials to replace the top of the structure. Ron also had a contractor look at it, estimating two men working two days at about \$1600, for a total of \$2300. Jim spoke that in CHOA's reserve study, there is \$67,000 for this type of expense. Ron stated that we have to maintain the area to preserve the value. There was discussion, and Steve will get bids from Ron for all the three existing pergolas in CHOA.

The minutes were read, and approved with one correction. Dave Schaller moved to approve, Ron Browning second the motion, and all approved.

Treasure Report: Jim gave the status of accounts overdue. \$1703. For the Buelna foreclosure, which may not be recovered. \$645 for Butler. \$748 for Heard's May and June Dues plus Insurance. \$2951 for McKay. \$1055 for McKinney, a lien is on file. The current month's reserve fund is \$148,420.

Chuck spoke to state about tax deductions, and they must be applied for before the work begins. The process will be attempted with the repairs done this month.

Pools: Dave Schaller reported that new heaters were put in A spa, and B pool. E pool's pump is noisy, and will soon need replacing.

Steve reported that the chemicals need to be removed from the pool rooms as they are detrimental to the equipment, and diminishes the life of heaters, electrical, etc. It was recommended to use one stall in the bathrooms to create chemical storage. It would take ventilation, locking, and weather stripping.

CHOA's Monthly and Annual Meeting Minutes from January 2004 to present

Communication: Kay needed to leave early, and said she would report at the next meeting. Bill recommended creating the Chat more often, making it smaller, and mailing it.

Architecture: Robin stated that in the future, painting of anything attached (garages, homes, and fences), must all be the same color. Sanborn fence was discussed, and Ron proposed that CHOA pay for a shrub to be planted where the stained fence meets the painted fence. All agreed. Motion was made and passed.

Landscape: Ron and Bill explained that Ken was doing a good job satisfying homeowners objecting to the heavy pruning. Ron and Bill were both commended as to the job that they're doing. It will be a 3 to 5 year process to bring the landscape back to its beauty.

Property manager: Steve handed out his report. He is working with solar lighting on street signs for better night time visibility.

Other business:

Ron Browning discussed setting up CHOA with a website where forms, chat, newsletters, and directory updating could be seen. Ron would volunteer some time as a board member, but could not donate all the hours that would be necessary for this venture. A motion to have Ron pursue domain and hosting service to proof of concept and preliminary proposal was made to authorize Ron to come up with an electronic communications program by Dave S, and seconded by Jim. All approved.

Ron brought up spraying for ants and spiders. There was discussion. It was decided that this wouldn't be viable due to some areas already under contract with other control agencies.

Jim thought it should be brought up for future deliberation. It was said to recommend that each homeowner be protected with spraying for bugs.

The establishing of landscape standards and procedures are necessary, as to where homeowners' expense come into play.

Discussion on watering in courtyards at CHOA's expense. This will be addressed and initiated in the fall.

Jim Gibbons moved to adjourn the meeting, and Robin seconded. All approved, and the meeting adjourned at 12:10

CHOA Board Meeting Minutes for August 2011

The meeting of the Board of Directors of the Charbonneau Homeowner's Association, was called to order at 10:05 AM by the president, Dave White, at C recreation hall, Wilsonville, Or.

Present board members were: Dave White, Jim Gibbons, Kay Gardner Pyle, Chuck Robertson, Dave Schaller, Ron Browning, Bill Steele, and Robin Santos.

Property Manager: Steve Chinn

The minutes were read and approved with the correction of removing the names of homeowners delinquent in dues.

Treasurer's Report: Jim Gibbons passed out July's report. Jim reported on the accounts overdue, and the income which was \$200 under what was expected. Year to date, we are \$2100 under budget. The total reserve funds are \$142,336, and the year end target is \$114,738.

Landscape: Bill reported that the pruning is complete at \$2000. Over budget. The project was much larger than expected. The lawns will be aerated in an attempt to green them up. There was damage on lines in the sprinkler system near C hall. The bill for this was \$6000. Garron credited us \$2100 for work done by employees that weren't exactly knowledgeable in this area of expertise. This was commendable. There will be no plant replacement in August, and then not many in September.

Ron told of squirrels eating insulation, and creating damage. Bill has a name of a repellent if anyone experiences this problem.

The Landscape and Plant Control Policies and Procedures were passed out. There was discussion on residents accessing and diverting water from the associations systems. This will not be allowed nor tolerated in any way. Debris

CHOA's Monthly and Annual Meeting Minutes from January 2004 to present

removal placed in parking or yard by homeowners will not be automatically taken by Garron. It was moved to accept and adopt the Landscape and Plant Control Policies and Procedures....all agreed, and approved.

Pools: Dave Schaller reported that the pump had been replaced in E pool. Nothing has been done as yet pertaining to the pergolas at the pools. The new ruling on pool use has been going smoothly to date. Expenses should be greatly reduced due to all things already accomplished.

Communications: Kay felt the need to develop a database for emails for the homeowners, and would like to move hard toward electronic medium. She recommended Tom Pyle, husband, to help with a column in the Villager for CHOA. It was discussed.

Architecture: Robin brought up the guest parking problem in her neighborhood. There was discussion as to what procedures could be taken. Possibly no parking signs in an area where they shouldn't be parking, letter to the homeowner stating there is to be no parking of recreational vehicles overnight. Potential threat of \$25 fine a day.

Electronic Communication: Ron proposed a web page for each committee. Discussion on his pass out sheet. He will work on improving and implementation.

Security and Welcoming: There are new residents for Larry to contact. Need for an email roster.

Property Manager: Steve passed out his call sheet. He had been contacted by Susan Nystrom requesting a C roster, and that Prentice Camp also requested one for E. The board OK'd the requests.

A pool spa leak was fixed under budget. Ron Halter is waiting for contractor's figures pertaining to the pergolas.

Discussion on painting trust fund. It will need to be doubled by the homeowners, or remove the trust fund for painting and include it in the dues. Insurance can be changed with resolution by the board, as to which will be the key insurance.

Dave White reported that an adjustment to dues will need an amendment to the CC&Rs in order to increase for painting and insurance. Alta does this and includes gutters. Jim stated potential problems in billing and figuring. Steve stated that in order to do this we need to bare the expense and have homes re-measured for exterior square footage. This all needs to be in place by January 1. Discussion followed.

State Farm would like us to do a water loss prevention program. There have been too many losses in these criteria. It was mentioned that it was discussed at the annual meeting by Jay Puppò. State Farm may participate in costs pertaining to this undertaking.

It was discovered that this board can require homeowners to be hooked up with central alarm for smoke. If a system is not functioning by Jan 1st and proof given to the board as such a fine could be initiated. Wilsonville Lock will supply a certificate of proof for the homeowner.

"Together We Can Do It" program has been endorsed by ALTA, and it is requesting all associations to join in with their support. Motion was made that consistent with our philosophy to Charbonneau Community to enhance and sustain its beauty, we support the efforts of TWCDI. All approved.

To schedule C Recreation Hall call Susan Nystrom

Motion was made to adjourn, all approved. Meeting adjourned at 12:47 PM

CHOA Board Meeting Minutes for September 14, 2011

The meeting of the Board of Directors of the Charbonneau Homeowner's Association, was called to order at 10:05 AM by president Dave White, at C recreation hall, Wilsonville, Or.

Present board members were: Dave White, Dave Schaller, Bill Steele, Chuck Robertson, Jim Gibbons, Ron Browning, and Robin Santos

Property Manager: Steve Chinn

Dave made the motion to elect Rosemary Ricken, who was in attendance, to the board. Motion was seconded and all approved. Dave made a second motion to elect Rosemary to the position of Secretary. All approved.

CHOA's Monthly and Annual Meeting Minutes from January 2004 to present

Guests Ron Reiter, Chuck and Sue Eggelston, Hans Rahlaki, Bob Carl, and contractor Brian Paglinawan, were present to support the request previously submitted to the board for the repairs needed to the pergola at F and G pool. Ron Reiter presented the estimate and proposal received from Brian Paglinawan. Total cost for all three pergolas will be \$8448.50. They will be constructed with a 20-30 year sustainability. If approved, the construction will begin as soon as the pools close. F and G's pergola will be painted next year when the neighborhood is painted. Jim stated that we have \$7300 allocated for improvements, such as this, and that the extra \$1100 could come from dollars meant for a fence replacement that wasn't needed. Discussion followed. It was moved that we would accept the bid to repair the three pergolas in F and G, E, and C pool areas. All approved.

The minutes were read and approved with the correction in the treasurer's report, changing the year-end target from \$114,738 to what should have been \$115,738.

Treasure Report: Jim passed out his report and balance sheet. He will have departments budget for next meeting. The banks are catching up Rivers and McKinney's accounts. There was discussion on overdue accounts. Jim reported that everything looks good and in great shape. The total reserves are \$141,421.10

Landscape: Bill reported that some splitting of the irrigation is necessary in order to water the areas correctly. A letter has been sent to CCC, requesting that they be responsible for the grounds on French Prairie, and Miley Rd to Lake Pt. and the right hand side of French Prairie to along the tunnel. Discussion followed. It was determined that these areas were of value to all of Charbonneau, not just CHOA.

Fall trimming is out 2-3 weeks yet, when the cooler weather hits. There are 15 trees due for removal. Crane flies will be sprayed for next year, hopefully with the cooperation of other associations and the golf course.

Pools: Pools are due to be closed on Monday, September 19. "A" pool has been having problems with pool use abuse. It's felt that this is due to the new ruling that the homeowner does not need to be present, and that there is no limit on the amount of guests.

There was a request for three umbrellas and furniture for B pool.

Steve proposed closing one bathroom at each pool and renovate for chemical storage. They are destroying pool equipment, and causing extensive damage. This would not be feasible at C pool. Dave recommended pool by pool cost figures. Steve recommended doing it now with the closure of the pools. It was agreed that this would be subject to Dave White touring the bathrooms in question. Motion was made to approve the renovation of the bathrooms, with Dave's recommendation. All approved.

Welcoming and Security: Dave White had a meeting with First Response at CCC with Susie and Steve Chinn. The problem is the hours they patrol, and that they are off duty at 3:30 AM. There will be further work on this.

Architecture: Jim recommended that we send out a letter to CHOA homeowners in the form of a questionnaire pertaining to the painting. This was discussed, and tabled.

There was a homeowner's fence in question. She had done repairs as requested by us for repainting, but they were done two years later. It was believed that this relieved us from the responsibility of having it repainted at our cost and certainly not the painter's cost.

A homeowner was holding an amount from her dues for plants that the painters had killed during the covering of them to protect them from the paint. It was decided from those who had seen them that they didn't need to be replaced, and that money withheld from dues made the dues incomplete and late.

Communication: Ron has the website up and running. We need an email list and phone update for books to new residents. Ron is moving out of CHOA, but is willing to maintain the master list on the website.

Property Manager: Steve passed out his call sheet.

There was discussion on smoke monitoring for homeowners. This is a subject that needs to be addressed.

A night for CHOA to have a TWCDI meeting was mentioned. It would be nice to have board members co host.

Motion was made for the meeting to adjourn, all approved. The meeting adjourned at 12:25PM.

CHOA Board Meeting Minutes for October 12, 2011

The meeting of the Board of Directors of the Charbonneau Homeowner's Association, was called to order at 10:06 AM by the president Dave White, at C recreation hall, Wilsonville, Or.

CHOA's Monthly and Annual Meeting Minutes from January 2004 to present

Present Board Members were: Dave White, Jim Gibbons, Robin Santos, Chuck Robertson, Bill Steele, Larry Kriegshauser, and Rosemary Ricken.

Property Manager: Steve Chinn

The minutes were read and approved.

Dave made a motion to elect Tom Pyle, who was in attendance, to the board. Motion was seconded and all approved. Dave made a second motion to elect Tom to the position of Communication. All approved.

Chuck Robertson will be working with Jim Gibbons to transition to step in to the position of Treasurer.

Treasure Report: Chuck passed out his report and balance sheet. He passed projected goals sheets for 2012. He will need them looked at and returned to him in 2 weeks. Discussed over 3 months due accounts will show up on statement. Reserve should be equal to one year for each homeowner. We may need to readjust funds. Recommendations were made to put water money in separate accounts, removing it from Landscaping. Any questions on budget call Chuck at 503 964-8267. Discussion on increasing dues next year to cover painting expense. Will be discussed by the end of April. Total reserves are \$144,161.19, and year target is \$115,738.00.

Landscape: Bill reported 17 trees were removed and the CCC will pay ½ of trees removed by entrance. CCC agreed to maintain the landscaping in the right of way areas along French Prairie and Miley Road. The areas up to the top of berm will be maintained by CCC. Area behind berm will be maintained by CHOA. Discussion followed.

There is an Azalea lace bug infestation. The cost will be \$3,100 this year. It will need a 3-4 year treatment. Future insect controls 2012, Lace bug \$7,500; Crane fly \$2,500; dogwoods \$2,500. Irrigation water expense was approx. \$12,000 under budget. Removing any personal usages from our irrigation system will cost us around \$5,000 in 2012 budget.

Pools: Pools are closed. Steve would like to separate chemicals from equipment room. There was a request that some furniture be replaced next year. Discussion followed.

Welcoming and Security: There are a number of new residences coming into our CHOA area, Larry will call on them and see if they have an email. The board will divide up the homes in our area and have each board member call to get email addresses. This will help to update our homeowner data base. It was discussed if the new comer book was necessary. It was agreed to continue distributing them until web site is updated. Discussion on alarm systems in homes for heat not smoke. Steve reported the Wilsonville Lock and Security will come out for free to assess homes. This will be required for our insurance going forward.

Architecture: Robin reported that any additions that are approved must be wood not metal. She cited an incident in which a second floor was added in metal not wood. Going forward all additions must be wood with no exceptions.

Communication: Reported that Tom will be updating choaonline.org

Property Manager: Steve will be in touch with Wilsonville Lock and Security to get lists of residences that are not in compliance to alarm system. He will also get a bid on the possibility of an air condition on the far wall of C recreation hall.

There was a discussion on 6 round tables that will be used in the C Rec hall. Larry will donate the labor. The cost will be approximately \$300. All approved.

Motion was made for the meeting to adjourn, all approved. The meeting adjourned at 12:00PM.

CHOA Board Meeting Minutes for November 9, 2011

The meeting of the Board of Directors of the Charbonneau Homeowner's Association, was called to order at 10:01AM by the president Dave White, at C recreation hall, Wilsonville, Or.

CHOA's Monthly and Annual Meeting Minutes from January 2004 to present

Present Board Members were: Dave White, Jim Gibbons, Robin Santos, Chuck Robertson, Bill Steele, Larry Kriegshauser, Rosemary Ricken, Tom Pyle, and Dave Schaller.

Property Manager: Steve Chinn

The minutes from our October 12th meeting were read and approved with the correction of two words. The word "residents" was changed to "residences" and the word "site" to "cite."

Treasures report: Chuck handed out his report, balance sheets and proposed annual budget for 2012. Discussion on accounts overdue. This year's landscaping expenses were over budget by \$9,009. Steve Chinn advised CCC still owed \$1,900 and others approximately \$1,200. The total budget is still on track for the year. The budget proposed for 2012 to increase the dues \$3.00 will still leave a \$98.00 deficit. Discussion followed. A motion was made for a \$5.00 increase, seconded and approved. Budget approved.

Landscaping Report:

Decision was made to mulch and add some trees and shrubs to the area on the top of the berm off of Miley road. It will require very low maintenance. Water and replace mulch every 3 years. The corner of French Prairie will be replaced with 16 to 18 trees. This will require some re-plumbing. A letter will go out to any home owner that will be involved. Some court yards that have our irrigation will be rerouted. It will cost approximately \$5,000 to complete, but will save our water expense approximately \$1,000 a year. Ken will walk through with residents involved to advise them of issues prior to spring. Tree removal with CTS will be held over until spring. A request was brought up regarding leaf pick up to be the same day that they are raked into street to avoid any hazard to drivers.

Architecture: No Report.

Pools: No Report. Pergolas are done and look great. Steve will try to find the cost of chairs and tables for pool areas.

Security and Welcoming: Discussion on security monitoring and insurance costs. Larry is in the process of handing out books to the new residents. There were 15 new owners in the last few months.

Communications: See handout from Tom.

New business: A request for \$500 for CHOA Christmas Party. A motion was made and seconded. All approved the amount. Date is December 10th at the Country Club. A review of the Policy statement is on the agenda for next meeting.

Motion was made for the meeting to adjourn, all approved. The meeting adjourned at 12:05 PM.

CHOA Board Meeting Minutes for December 14, 2011

The meeting of the Board of Directors of the Charbonneau Homeowner's Association, was called to order at 10:03AM by the president Dave White, at C recreation hall, Wilsonville, Or.

Present Board Members were: Dave White, Chuck Robertson, Bill Steele, Larry Kriegshauser, Rosemary Ricken, and Tom Pyle. Property Manager: Steve Chinn

The minutes from our November 9th meeting were read and approved.

Treasurer report:

Chuck handed out his report and balance sheets. Discussed the possibility in the future of sending balance sheet to the board by email. A motion was made to add Chuck Robertson as a signer on the CHOA bank account, seconded and approved. A motion was made to have undesignated funds in excess of \$1,000.00 remaining in the Association's account at years end be transferred to reserves. Seconded and approved. There was a discussion on accounts overdue and how long to hold them before we can write them off. A motion was made to continue to leave a designated amount of funds in the budget to cover overdue accounts. Seconded and approved.

The Placencia account in the amount of \$5,152.24 has been in the hands of the attorneys for several months, without result. The board concludes that the account is uncollectable. By motion duly made and seconded, the board has authorized the treasurer to write the account off as bad dept.

Landscaping Report:

CHOA's Monthly and Annual Meeting Minutes from January 2004 to present

Ken is working with the Country Club on the area off French Prairie and Miley road. Twenty letters were sent out to homeowners that will be affected by the change. Ken will start implementing this around March or April. Discussion on leaf pick up and possible new equipment to handle it.

Architecture: No Report.

Pools:

Dave Schaller will work with Ron Reiter to select replacement furniture for the 5 pools. A motion was made to spend up to \$12,000 for replacement furniture. It was seconded and approved.

Security and Welcoming:

Discussion on fire monitoring systems. Larry reported that some homeowners are removing their land lines and going to cell phones. In order to use monitoring systems there is an expense of approximately \$300 to install a device, and a charge of \$20 a month. We receive a 10% discount on insurance for having all homeowners compliant. Due to the number of water claims, insurance may increase if every homeowner does not have an alarm. A motion was made that in the event of duplicate insurance coverage (Association and Owner have insurance covering the same element), the insurance policy obtained by the Owner shall be considered the primary coverage. Seconded and approved.

Communications:

A motion was made to have CHOA Policy Statements to migrate from paper copy to electronic communication, seconded and approved. A signed copy of this authorization will remain in the secretary files and a copy to Ann Higgins. Tom introduced a letter to go to all homeowners asking to help us update their information. The goal would be to be able to send out CHOA information to all homeowners. The letter will inform the homeowners of our web site, www.choaonline.org and will ask homeowners if they would like to receive information via email.

New business:

Some of the home owners are having problems with sewer back up. There was a discussion on homeowner's sewer systems and if CHOA is responsible. Steve read in our Policy statement, that CHOA is only responsible if problem is in the common area.

Motion was made for the meeting to adjourn, all approved. The meeting adjourned at 12:15 PM.

There was no board meeting in January 2012.

CHOA Board Meeting Minutes for February 08, 2012

The meeting of the Board of Directors of the Charbonneau Homeowner's Association, was called to order at 10:05AM by the Bill Steele, at C recreation hall, Wilsonville, Or.

Present Board Members were: Chuck Robertson, Bill Steele, Larry Kriegshauser, Rosemary Ricken, and Tom Pyle.

Property Manager: Steve Chinn

The minutes from our December meeting were read and approved with this correction to the Landscaping report. French Prairie/Miley Road - "Garron has only begun the work on the area and anticipated to be done by the end of the month." Delete the comment "that landscaping was completed on all but two homeowners."

Treasurer report:

Chuck Robertson handed out his report and balance sheets for the end of the year and for January. Questions that came up to specific items will be clarified by Jim Gibbons next meeting. The reserve fund available for January was \$152,898.94.

Landscaping Report:

Letters were sent out to homeowners that will be affected by the change on the area of French Prairie/Miley Road. Two homes do not have a brick wall separating this area. Garron Landscaping will put some bushes for those homes. A

CHOA's Monthly and Annual Meeting Minutes from January 2004 to present

letter will be sent to homeowners that have their courtyard water being fed by the homeowner association. Garron Landscaping will meet with these homeowners. Changes will start being implemented in March or April.

Architecture:

No Report.

Pools:

The furniture that we want to order is on display in the Country Club. We are waiting to order until we know if any other homeowner association wants to add to our order. This will save on the cost.

Security and Welcoming:

The issue of fire monitoring still not clear whether or not it is savings on our insurance cost. Dave White will be meeting with State Farm for clarification on this issue. Six calls left on welcoming list.

Communications:

Tom Pyle and Ron Browning are in the process of uploading all the information on CHOA directory. This will have all policies and a list of contacts for a specific situation. They are also working on a calendar that would be used to reserve the C Rec hall.

New business:

A letter to the board will be available at the next meeting regarding guest parking and parking in homeowner's driveway. The board and property manager will research this issue and discuss next meeting.

Motion was made for the meeting to adjourn, all approved. The meeting adjourned at 12:10 PM.

CHOA Board Meeting Minutes for March 14, 2012

The meeting of the Board of Directors of the Charbonneau Homeowner's Association, was called to order at 10:01 AM by Bill Steele, at C recreation hall, Wilsonville, Or.

Present Board Members were: Jim Gibbons, Chuck Robertson, Robin Santos, Bill Steele, Larry Kriegshauser, Tom Pyle, Dave Schaller and Rosemary Ricken.

Property Manager: Steve Chinn

The minutes from our February meeting were read and a motion to approve with the correction to the Landscaping report. Seconded and all approved.

Correct to read: "Bill Steele, Steve Chinn and Garron Landscaping will meet with these homeowners."

Treasurer Report:

Chuck Robertson handed out February's report and balance sheets. Discussion on if the balance sheet and Treasure's report can be emailed prior to CHOA board meeting. A motion was made to approve the change of the Target year end amount to read \$80,932. Seconded and all approved. The total reserve fund available is \$154,759.63.

Pools Report:

The work continues on the re-surfacing of pool C. Dave Shaller passed out brochures and samples of the furniture material we will be ordering for all 5 pools. Original amount approved was \$12,000. The cost estimate is \$14,923.60. This is including shipping. Motion made to spend the amount of \$15,000 seconded and all approved.

Communication:

Tom Pyle reported the number of acknowledgements he received for database updates, 156 (63%). The number of homeowners that can receive email was 173 (70%). The total number of households in CHOA is 246. All the text that Tom Pyle gave to Ron Browning (the information directory) is available on www.choaonline.org. The date of the annual meeting is set for April 23rd (fourth Monday of April). Tom will meet with some of board to go over list of what still needs to be added to the web site.

Welcoming and Security:

Larry is still trying to reach all new homeowners to welcome them and give them a copy of the CHOA information directory.

CHOA's Monthly and Annual Meeting Minutes from January 2004 to present

Landscaping Report:

Mulching the area facing Miley/French Prairie Road will save the Association up to \$20,000 a year. Letters are being sent out to homeowners that will be involved in the relocation of water lines. Bill Steele, Steve Chinn and Garron Landscaping will meet with these homeowners.

Architecture Report:

Robin Santos will be meeting with Steve Chinn to coordinate the choosing of paint colors for F&G homes.

New Business:

There was a discussion regarding a letter sent to the board on parking in homeowner's driveway. It was determined that after much research, only one paragraph of CCR's recommended parking in the homeowner's garage.

A motion was made to strike this paragraph from the rules and regulations. It was seconded and approved. One opposed.

The Country Club Covenant has no rules regarding parking in homeowner's driveway.

Larry Kriegshauser brought up a discussion on insurance. Steve Chinn will set up a meeting with the State Farm representative, Dave White and any board member that would like to participate. The board will get comparison bids from other insurance companies.

Motion was made for the meeting to adjourn; all approved. The meeting adjourned at 12:50pm

CHOA Minutes of Annual Meeting for April 23, 2012

The annual meeting, of the Charbonneau Homeowners Association, an Oregon non-profit corporation, was called to order at 7:05 PM, by the president, Dave White at the Charbonneau Country Club.

Board members present: Bill Steele, Chuck Robertson, Dave White, Tom Pyle, Rosemary Ricken, and Robin Santos.

Property Manager: Steve Chinn; Ann Higgins, Bookkeeper; Ken Bartus, owner of Garron Grounds Landscaping; Speaker, State Farm Representative, Pam Brown

Absent board members: Dave Schaller, Larry Kriegshauser, Jim Gibbons.

Dave White introduced the board members and new board members.

The minutes from the annual meeting of 2011 were distributed, and moved to be approved. The motion was seconded and approved by all.

Pam Brown, a representative from State Farm gave information on our homeowner insurance.

Chuck Robertson gave the Treasurer's report. The association has \$155,000, in the reserve savings account. \$44,000 from the reserve account was spent. All reports were distributed, and are attached. Landscaping is the largest expenditure, and it shows in the care and beauty of the area. This year's budget is similar to 2011. All in all, Chuck reported that the association is in good financial shape, and sees nothing to change that.

Steve Chinn spoke for pool chairman, Dave Schaller. C pool has been completely resurfaced with new plaster, and looks like new. This was the last pool to resurface. We have purchased new furniture for all pools to be used starting this year.

Bill Steele spoke on landscaping. Some old growth trees that may need to be replaced have to first be approved by CCC for the City before they can be removed. This takes time. Garron is now pruning the large shrubs and trees. The neighborhoods that are due to be painted will have major pruning done before the painting begins.

CHOA's Monthly and Annual Meeting Minutes from January 2004 to present

Ken Bartus spoke of the projects he will be doing in 2012. He discussed problems in insect control. Spraying has begun on lace bug. Ken answered questions from homeowners.

Tom Pyle spoke on Communications. He sent out hard copies to update the homeowner's information. The number of owners and renters in CHOA is 245. 78% (193) returned the updated forms. 75% agreed to receive any new information by email. This will save the association money for postage and labor. Tom announced that the CHOA website choaonline.org is completed. It contains the entire CHOA Information Directory. It will contain the Chat newsletters. The calendar for the C rec hall reservations should be available soon. This will give CHOA members the opportunity to request to reserve the C Rec hall on line.

Steve Chinn, our property manager, spoke on when the pools will open. The dates will depend on the weather. He is planning to open on Memorial Day weekend.

Jim Oberg spoke on Together We Can Do It campaign, and the feasibility and appropriateness of establishing a Parks and Recreation District in Charbonneau. The report is not yet complete. He will keep homeowners posted when the report is available.

There was an election of board members. There was an election of board members. Jim Gibbons is retiring. Rosemary Ricken, Jerry Ricken, and Larry Kriegshauser were elected to the board. All approved.

Robin Santos spoke on architecture. The painting of C and E neighborhoods were completed last summer, and we are now beginning the preparations to paint F and G neighborhoods. Pressure washing and prep work will start in F area June 1st.

The designated board members who are authorized to sign at the bank will be: Bill Steele, Chuck Robertson, and Ann Higgins (bookkeeper).

Drawings for lovely hanging baskets, plants, and horticultural books, and other items were donated by Ken Bartus and State Farm Insurance. Motion was made to adjourn, seconded, and approved. The annual meeting was adjourned at 9:10 PM.

Rosemary Ricken
Secretary

CHOA Board Meeting Minutes for April 23, 2012

The meeting of the Board of Directors of the Charbonneau Homeowner's Association, was called to order at 9:15 PM by Dave White at Charbonneau Country Club.

Present Board Members were: Chuck Robertson, Robin Santos, Bill Steele, Dave White, Tom Pyle, and Rosemary Ricken.

Property Manager: Steve Chinn

The minutes from our March meeting approved as submitted, all approved.

Bill Steele was nominated as President. Motion made and all approved.
Tom Pyle was nominated as Vice President. Motion made and all approved.
Chuck Robinson nominated as Treasurer. Motion made and all approved.
Rosemary Ricken nominated as Secretary. Motion made and all approved
Jerry Ricken nominated to Landscaping. Motion made and all approved.

CHOA's Monthly and Annual Meeting Minutes from January 2004 to present

Tom Pyle was added as a signer on the CHOA account. Motion made and all approved. Signers will be Bill Steele, Chuck Robertson, Tom Pyle, and Ann Higgins.

Motion made to adjourn, seconded, and approved. Adjourn 9:35 PM.

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There was no board meeting in May 2012.

CHOA Board Meeting Minutes for June 13, 2012

The meeting of the Board of Directors of the Charbonneau Homeowner's Association, was called to order at 10:05 by Bill Steele, at C Rec hall, Wilsonville, Oregon.

Present Board Members were: Bill Steele, Dave White, Tom Pyle, and Rosemary Ricken, Jerry Ricken, Larry Kriegshauser and Dave Schaller.

Property Manager: Steve Chinn

The minutes from our April meeting were approved as submitted.

A correction of the March 2012 minutes under New Business was to change the term "CC&Rs" to "the Business Affairs and Rules and Regulations" section of the CHOA handbook. That paragraph should read as follows:

There was a discussion regarding a letter sent to the board regarding parking in a homeowner's driveway. It was determined that after much research, only one paragraph of the Business Affairs and Rules and Regulations section of the Handbook recommended parking in the homeowner's garage. A motion was made to strike this paragraph from the Rules and Regulations. It was seconded and approved. One opposed.

It was also noted that simply stating a policy in the Handbook is not sufficient to be a policy. The policy should be voted on by the Board as a Resolution, and such a Resolution has never been formulated.

Treasurer Report:

Chuck Robertson was not in attendance. A detailed treasurer's report will be available at the July meeting.

Pools Report:

Pools are looking great. New furniture has been placed in all pools.

The Pergolas will be stained. The bathroom doors will be painted the same color as the umbrellas. Our painting contractor will not charge CHOA for this project.

A motion was made that states all residents of CHOA may use any pool in the CHOA area. If they have guests using a pool out of their area, they must be present. Seconded and all approved.

Communications:

Tom Pyle reported that all CHOA forms are on the web site. The Architecture form states that a member of the Architecture Review Committee will reply in writing within 30 days. Failure to approve or disapprove within 30 days shall constitute an approval. (See form on web site.) This is not happening. Robin Santos may resign from the board. If so, we will need to find a replacement. Until that time we need to find a way to answer residents' requests for architectural changes in writing.

Welcoming and Security:

Larry is still trying to reach all new homeowners to welcome them and give them a copy of the CHOA information directory. The directory is online at www.choaonline.org.

Architecture Report:

CHOA's Monthly and Annual Meeting Minutes from January 2004 to present

Steve Chinn reported that painting will be starting next week in F & G areas. All is going well.

Landscaping Report:

We are under budget year to date. Several plantings are taking place in the month of June in the common areas. No planting will take place between July 1st and Sept. 1st because of summer heat.

A motion was made to clean up the courtyard of Pat Fraizer. The money will come from the excess she paid in dues. This action was prompted by a complaint from a neighbor. Seconded and approved.

New Business:

There was a letter sent to the board regarding guest parking. A motion was made that states no resident may park in guest parking without a permit. This does not necessarily prohibit short stays in guest parking during the day since exceptions may be permitted on a case-by-case basis as described in the CHOA Parking Resolution. Permits can be granted for 72 hours. (This includes RV's for the purpose of loading and unloading) Permits may be extended for special circumstances. Motion seconded and approved.

A motion was made to add Bill Steele, President; Tom Pyle, Vice President; Chuck Robertson, Treasurer and Ann O. Higgins, Bookkeeper, signers on CHOA accounts.

Dave White has resigned from the board. He is no longer a homeowner in CHOA.

A motion was made to buy a hand held recorder to use at board meetings by the secretary. The amount is not to exceed \$45. Seconded and approved.

Motion was made for the meeting to adjourn; all approved. The meeting adjourned at 12:35pm

CHOA Board Meeting Minutes for July 11, 2012

The regular meeting of the Board of Directors of the Charbonneau Homeowner's Association, was called to order at 10:05 AM by President Bill Steele, at C rec hall, Wilsonville, Oregon.

Present Board Members were Bill Steele, Tom Pyle, Rosemary Ricken, Jerry Ricken, Chuck Robertson, Ron Reiter, and Dave Schaller. Non-board member: Property Manager, Steve Chinn. Absent: Larry Kriegshauser, Robin Santos.

The minutes from our June meeting were approved.

A motion was made to appoint Ron Reiter replacing Dave White; it was seconded, and all approved.

A motion was made to appoint Ron Reiter as the chairperson of the architectural control committee. All approved.

Treasurer Report: Chuck Robertson

- Chuck handed out the current financial report and the treasurer's report for April, May, and June.
- Our largest delinquent account was paid in full, minus interest as agreed. (See information in the June treasurer's report). Other delinquent accounts are slowly being paid.
- Balance in the reserve account \$130,129.39

Pools Report: Dave Schaller

- Furniture has made a big improvement to all pools in CHOA area.
- Will be converting C pool to salt as a trial. This will save money and make it easier to store chemicals.

Communications: Tom Pyle

- Handed out examples of project management reports: Open Issues Report, Recurring Tasks Report.

Welcoming and Security:

CHOA's Monthly and Annual Meeting Minutes from January 2004 to present

- Will discuss fire alarm system and the Association's responsibility for alarm monitoring at the next board meeting. Bill Steele has sent a request to our attorneys for clarification.

Architecture Report: Steve Chinn

- We are on schedule with the painting in the F & G neighborhoods

Landscaping Report: Jerry Ricken

- Expenditures are under target budget for the year by \$3,040.
- No planting will occur between July 1 and September 15.
- Insect spraying for Lace Bug will continue until the end of the summer.
- A quality control issue was discussed on edging and weeding. Jerry Ricken will make Garron Landscaping aware of the board's concern.

New Business:

- The comparison report for the American Family insurance company's proposal to represent CHOA homeowners were presented by Chuck Robertson (reported date, July 11, 2012 reported title "CHOA Insurance Review"). The estimated savings were judged not to be sufficiently substantial to justify a change from State Farm Insurance. A motion was made to accept the committee's proposal to continue with State Farm Insurance; it was seconded, and all approved.
- Response to a homeowner letter regarding parking was answered. The substance of the letter was involving parking in homeowner's driveway. Since no rule that prohibits parking in a homeowner's driveway could be found in either the Country Club's or CHOA's governance documents, the owner was informed that the Board could not enforce a rule that does not exist.
- A letter from a homeowner claiming that no director can be on the board more than two consecutive terms was discussed. Bill Steele is checking with our attorney for clarity on the specific length (duration) of any director's term limit.

A motion was made for the meeting to adjourn; all approved. The meeting adjourned at 12:35 PM.

CHOA Board Meeting Minutes for August 8, 2012

The regular monthly meeting of the Board of Directors of the Charbonneau Homeowners Association was called to order at 10:00 a.m. by President Bill Steele, at C Rec Hall, Wilsonville, Oregon.

Present Board Members were: Bill Steele, Tom Pyle, Rosemary Ricken, Jerry Ricken, Chuck Robertson, Dave Schaller, and Ron Reiter.

Absent: Larry Kriegshauser, Robin Santos.

Non-board member present: Property Manager, Steve Chinn.

The minutes from our July meeting were approved as corrected.

Treasurer Report: Chuck Robertson

- Financial and the treasurer's report for July on file.
- Balance in the reserve account \$132,440.49.
- A subcommittee meeting is scheduled to evaluate the required amount to be kept in reserve account.

Pools Report: Dave Schaller

- 5 new umbrellas purchased and distributed (2 for F&G; 2 for B; 1 for A).
- Conversion to salt going forward as planned.

CHOA's Monthly and Annual Meeting Minutes from January 2004 to present

- One of the savings will be the cost of replacing pumps used for chlorine.

Communications: Tom Pyle

- Open Issues Report distributed.
- Board members were requested to fill in information for recurring tasks and update Open Issues.
- Web site could include all communications and minutes from 2008 thru 2012.
- Possibility that Chat will be on line in the future with paper copies available but not necessarily mailed.

Welcoming and Security:

There was no report.

Architecture Report: Ron Reiter

- Report is on file.

Landscaping Report: Jerry Ricken

- Third spray for Lace bugs not required.
- Edging and weed control issue resolved with Garron Grounds.
- French Prairie from Boones Bend to tunnel bark mulch completed.
- Under budget by \$4,800 through July.

Property Manager: Steve Chinn

- State Farm to release funds of approximately \$520,000 to cover fire damage at 7875 SW Fairway and 2 adjacent properties. Account or accounts (for disbursement of funds for reconstruction) will be opened after checking with FDIC requirements.

New Business:

- Robert's Rules of Order, Newly Revised was introduced. We will operate on a smaller scale. Bill Steele distributed a worksheet for board members to use to make a motion at a meeting.
- Bill Steele has requested that our lawyer recommend a resolution that would address the problem that the association may have implied liability with regard to incomplete centralized fire monitoring of individual building units.

The meeting adjourned at 12:19 p.m.

CHOA Board Meeting Minutes for September 12, 2012

The regular monthly meeting of the Board of Directors of the Charbonneau Homeowners Association was called to order at 10:04 a.m. by President Bill Steele, at C Rec Hall, Wilsonville, Oregon.

Present Board Members were: Bill Steele, Tom Pyle, Rosemary Ricken, Jerry Ricken, Chuck Robertson, and Ron Reiter.

Absent: Robin Santos.

Non-board member present: Property Manager, Steve Chinn.

The minutes from our August meeting were approved.

Treasurer's Report: Chuck Robertson

CHOA's Monthly and Annual Meeting Minutes from January 2004 to present

- Chuck Robertson moved that the board approve the August 2012, 5-year update to our long-range capital improvements plan. The motion was seconded and all approved.
- The financial and the treasurer's reports for August are on file.
- Balance in the reserve account \$133,507.69.
- Chuck Robertson moved that we authorize Williamson & Associates, LLP, to review the financial statement of Charbonneau Homeowners Association, Inc., as of December 31, 2012, for the amount of \$2,120.00, and to include tax document review for an additional \$310.00. The motion was seconded and approved.

Pools Report: Steve Chinn

- There have been no problems with the salt system in pool C. We may consider converting a few more pools next year. The salt system consumes fewer chemicals.
- The umbrellas should be lowered when not in use. Steve will try to have one homeowner at each pool commit to be responsible for this.

Communications: Tom Pyle

- Tom Pyle moved to correct an error in the 2010 Annual Meeting minutes that stated that Bill Steele was elected to the board for his first three-year term. The minutes should have reflected that Bill Steele was elected to the position held by Dennis Jablonsky. The motion was seconded and all approved.
- Tom has not received any Open Issues updates returned to him yet.
- The board members were reminded to fill in information for recurring tasks and update the Open Issues report.
- The Chat is online. Paper copies were mailed to owners and renters who have chosen not to communicate electronically. Distribution costs were about 70% less than a regular mailing.

Welcoming and Security: Bill Steele

- Bill will check with the attorney to see if we can get out of the security system business. The current monitoring system is provided by Wilsonville Security, with an annual assessment per owner of \$156.58.

Architecture Report: Ron Reiter

- Report is on file.

Landscaping Report: Jerry Ricken

- The fall pruning will start by October 1st.
- There are 5-6 pine trees that are dying and will be removed next year.
- Year-to-date expenditures are under budget by \$7,425.86

Property Manager: Steve Chinn

- All 5 pools passed a recent inspection.
- Steve will email a monthly copy of the Log report to board members.

New Business:

- A monthly review of the checkbook will be done by Jerry Ricken.
- There was a discussion of a possible Christmas party. At this time we have no one to head up the committee.

The meeting adjourned at 12:20 p.m.

CHOA Board Meeting Minutes, October 10, 2012

CHOA's Monthly and Annual Meeting Minutes from January 2004 to present

Recreation Hall C, Wilsonville, Oregon

The regular monthly Charbonneau Homeowners Association Board of Directors (CHOA) was called to order at 10:00 a.m., by President Bill Steele.

Board Member Attendees:

Bill Steele, Tom Pyle, Rosemary Ricken, Jerry Ricken, Chuck Robertson, and Ron Reiter

Board Member Absentees:

Robin Santos and Dave Schaller

Property Manager:

Steve Chinn

Non-board members Attendees:

Guest: Carol Moore, resident of Charbonneau Homeowner Association

Speaker: Stuart Babicky from Synergy Restoration & Construction

CHOA Board meeting minutes from September 12, 2012 were approved.

Guest Speaker

- Stuart Babicky updated Board on the restoration progress for the three CHOA homes with fire damage.
- Eggleston's home is estimated to be completed by December 2012.

Treasure Report: Chuck Robertson

- Financial and treasure's report for September is on file.
- Current balance in the reserve account is \$132,297.69.
- Account Overdue report is on file.

Pools Report: Steve Chinn

- Outdoor furniture has been stored for winter.
- Pool B may need an additional heater purchased in the future.

Communications Report: Tom Pyle

- Open Issue Report and Recurring Task report is on file.

Welcoming and Security report: Bill Steele

- Still waiting for attorney to update the Board on the issue of monitoring homes for fire prevention.

Architecture Report: Ron Reiter

- This report is on file.

Landscaping Report: Jerry Ricken

- Ground water will remain on until the end of October.
- Zone splits will be discussed in next year's planning meeting.

Property Manager Report:

- The CHOA Christmas party is tentatively scheduled for Wednesday, December 12, 2012. We will discuss this at our next meeting.

New Business:

- Motion - A motion was made by Bill Steele that "Carol Moore be appointed to CHOA Board of Directors, effective immediately, replacing the position held by Larry Kriegshauser."
- Motion was seconded and approved.

CHOA's Monthly and Annual Meeting Minutes from January 2004 to present

The meeting was adjourned at 12:05 p.m.

CHOA Meeting Minutes, November 14, 2012

The regular monthly Charbonneau Homeowners Association Board of Directors (CHOA) was called to order at 10:00 a.m. by President Bill Steele at Recreation Hall C, Wilsonville, Oregon.

Board Member Attendees:

Bill Steele, Tom Pyle, Rosemary Ricken, Jerry Ricken, Chuck Robertson, Carol Moore, Dave Schaller, and Ron Reiter

Board Members Absent: Robin Santos

Property Manager: Steve Chinn

Non-board members Attendees:

Guest: Larry Kriegshauser, resident of CHOA

CHOA Board meeting minutes from October 10, 2012, were approved.

Treasure Report: Chuck Robertson

- Financial and treasurer's report for October is on file.
- Current balance in the reserve account is \$136,498.61.
- Accounts overdue report is on file.
- Motion proposed by Chuck Robertson: "I move that the proposed operating budget for 2013 be approved as outlined—note that it includes an increase in monthly dues of \$5.00."
- Motion was seconded and approved.
- Letter to the homeowners on file.

Pools Report: Dave Schaller

- All our pools have been covered for the winter.
- We may convert more pools to salt in 2013.

Communications Report: Tom Pyle

- Open Issues Report and Recurring Tasks report is on file.
- Committee is still working on CHOA responsibility on fire monitoring.

Welcoming and Security report: Bill Steele

- Carol Moore will be consulting with executive committee to help her get started on this position.

Architecture Report: Ron Reiter

- This report is on file.

Landscaping Report: Jerry Ricken

- Landscaping is under budget by \$5,000-\$6000.
- One zone split has been completed.
- Will continue with zone splits next year.

Property Manager Report:

- The CHOA Christmas party is scheduled for Wednesday, December 12, 2012. Residents are asked to bring a hors d'oeuvre. BYOB
- Attendees will be asked to bring a wrapped gift for a child.

CHOA's Monthly and Annual Meeting Minutes from January 2004 to present

New Business:

- Carol Moore will audit the monthly checking account statements.

The meeting was adjourned at 12:12 p.m.

CHOA Board Meeting Minutes, December 12, 2012

Recreation Hall C, Wilsonville, Oregon

The regular monthly Charbonneau Homeowners Association Board of Directors (CHOA) was called to order at 10:02 a.m. by Vice-President Tom Pyle in the absence of President Bill Steele.

Board Member Attendees:

Tom Pyle, Chuck Robertson, Dave Schaller, Ron Reiter, and Carol Moore

Board Members Absent:

Bill Steele, Rosemary Ricken, Jerry Ricken, Robin Santos; also **Property Manager** Steve Chinn

CHOA Board meeting minutes from November 14, 2012 were approved.

Treasurer's Report: Chuck Robertson

- Financial and treasurer's reports for December are on file.
- Accounts overdue report is on file.
- Motion proposed by Chuck Robertson: "I move that on or before 12/31/2012 we move up to \$19,000.00 from the general fund into reserves. Ann Higgins and Chuck Robertson will decide on the exact amount." Motion was seconded and passed.
- There will be a walk-through by Bill Steele and Steve Chinn before move in after fire damages repairs are complete.
- Tom stated a written sign-off needs to be obtained from owners before final payment is made.

Pools Report: Dave Schaller

All pool signs will be redone making them more attractive and uniform for all pools.

Communications Report: Tom Pyle

- File closet is thinner, cleaner, and better organized.
- The language about the security system has been approved by our attorney.
- Christmas party RSVP list has 75-80 "yes" responses. It will happen at 5:30 p.m. today.

Architecture Report: Ron Reiter

- Two new roofs have been approved.

The meeting was adjourned at 11:25 a.m.

There was no meeting in January 2013.

Charbonneau Homeowners Association Board Meeting Minutes, February 13, 2013

Recreation Hall C, Wilsonville, Oregon

The regular monthly Charbonneau Homeowners Association Board of Directors (CHOA) was called to order at 10:00 a.m. by President Bill Steele.

CHOA's Monthly and Annual Meeting Minutes from January 2004 to present

Board Members Attendees:

Bill Steele, Tom Pyle, Chuck Robertson, Dave Schaller, Ron Reiter, Rosemary Ricken, Jerry Ricken and Carol Moore
Property Manager: Steve Chinn

Board Members Absent:

Robin Santos

CHOA Board meeting minutes from December was approved as corrected.

Treasurer's Report: Chuck Robertson

- Financial and treasurer's reports for December and January are on file.
- Accounts overdue report is on file.
- Balance in the reserve account is \$155,391.00.
- We transferred \$20,000 from unused yearend operating funds to our reserve account. This is a reflection of over-estimating our water needs because of a wet spring.

Pools Report: Dave Schaller

- Steve Chinn will check on pool sign requirements and report by next meeting.

Communications Report: Tom Pyle

- **Motion:**

"The explanation of how earthquake deductible cost should be paid for should read as follows in the Business Affairs and Rules and Regulations section of the CHOA Information Directory:
The deductible for earthquake damage is 10 percent of the insured amount PER BUILDING (the insured value of your residence plus your shared-wall neighbors' residences) at the time of the loss. For example, if the value of just the **building** which you and your shared-wall neighbors live in is valued at \$1,000,000.00, your deductible for earthquake damage will be \$100,000.00. This deductible would be applied if the damage is to one unit (residence) or to all the units in the building.

The question arises as to how the deductible would be assessed among the owners of the units in the building. The board has decided that the deductible would be distributed to the individual owners in proportion to the amount required to restore all the units affected by the insurance claim. For the preceding example, assume the building is comprised of three units—A, B, and C. Assume further that the costs to rebuild the units were \$75,000.00, \$150,000.00, and \$250,000.00, respectively, for a total building reconstruction cost of \$475,000.00. The \$100,000.00 deductible would be distributed among units A, B, and C according to the following percentages: 15.79, 31.58, and 52.63. The corresponding dollar values would be: \$15,790.00, \$31,580.00, and \$52,630.00".

All approved

- **Motion:**

"I move that the attached revision of the Business Affairs and Rules and Regulations section of the CHOA Information Directory be adopted. Upon adoption, the revision will be:

Posted on the association's website as a replacement of the existing section;
Distributed via regular mail to owners and renters who have chosen not to be contacted electronically;
and
Publicized to owners and renters via Email who have agreed to be contacted electronically that a revision has been adopted by the board."

All approved. The complete rewrite of the Business Affairs and Rules and Regulation section of the HOA Information Directory is on file.

CHOA's Monthly and Annual Meeting Minutes from January 2004 to present

Architecture Report: Ron Reiter

- No report.

Landscaping Report:

- We are in the process of injecting our trees, feeding, and insect control.
- Moss spraying has started.
- Our zone split project has begun.
- We are spreading bark mulch in some areas.

Welcoming and Security Report:

- Carol Moore contacted 4 new homeowners.

Property Manager Report: Steve Chinn

- The Country Club Association is having a meeting on February 22, 2013. There will be a discussion on the topic of parking RV's in the homeowner's driveway
- The Eggleston's home should be complete by the middle of March.
- The Annual CHOA meeting is scheduled for April 29, 2013.

New Business:

- The paint we use on CHOA homes has a 10 year warranty, and our paint cycle is 7 years. We need to revisit this at a future meeting.

The meeting was adjourned at 12:05 p.m.

There was no board meeting in March 2013.

Charbonneau Homeowners Association Board Meeting Minutes, April 10, 2013

The regular monthly Charbonneau Homeowners Associated Board of Directors meeting was called to order at 10:02 a.m. by Bill. Steele.

Board Members present: Tom Pyle, Chuck Robertson, Ron Reiter, Dave Schaller, Bill Steele, and Carol Moore. Property Manager: Steve Chinn.

Board Members absent: Rosemary Ricken, Jerry Ricken and Robin Santos

Financial Report: Chuck Robertson. Report is on file

- Discussed timing of budget planning regarding expenditures and differences.
- Completion of fire report, discussed sign-off procedure (walk-through by Bill and Steve).
- "I propose to add to 2013 reserve budget, a onetime expenditure, up to \$7,000 the cost of contracted labor and materials to accurately *[sic]* calculate exterior surface area for painting surface in our Association."

The discussion concerned if it was from the painting budget and if we need this in a motion.

Architectural Report: Ron Reiter

- Approved three new roofs
- One screened sunroom with glass roof two deck replacements
- CCC's new policies:
 - Parking of RVs— 48 hours in view of public for loading and unloading

CHOA's Monthly and Annual Meeting Minutes from January 2004 to present

- May allow retractable awnings if not attached to roof--more discussion on golf course side.
- May allow windows in garage doors if windows do not allow someone to view inside of the garage.

Pools Report Dave Schaller

- Pools are still covered.

Communications Report: Tom Pyle

Welcoming and Security: Carol Moore

- No new residents this month.

OTHER BUSINESS

- Open Issues Report--on file
- Eggleston fire update—Bill Steele stated they have moved in but the remodel is not entirely complete.
- Bylaws: Bill stated they will be filed when complete.
- Insurance: Bill stated that our rates will increase by 65% if no changes are made.
- CHOA Annual Meeting: Bill Steele discussed topics and election.

MEETING ADJOURNED at approximately 12:10 PM

ACTING SECRETARY, Carol Moore

CHOA Minutes of Annual Meeting April 29, 2013

The annual meeting, of the Charbonneau Homeowners Association, an Oregon non-profit corporation, was called to order at 7:06 PM, by the president, Bill Steele, at the Charbonneau Country Club.

Board members present: Bill Steele, Chuck Robertson, Jerry Ricken, Tom Pyle, Rosemary Ricken, Dave Schaller, Carol Moore, and Ron Reiter.

Invited Guests: Property Manager, Steve Chinn
Ann Higgins, Bookkeeper
Ken Bartus, owner of Garron Grounds Landscaping
Speaker, State Farm Representative, Jay Puppo

Bill Steele introduced the board members.

The minutes from the annual meeting of 2012 were read and moved to be approved. The motion was seconded and approved.

Chuck Robertson handed out finance and audit reports. He explained that the Operating budget is updated every fall, and the Capital replacement fund is projected to be adequate for the next 40 years. Chuck read the motion “any excess membership income over membership expenses for the year ending December 31, 2013, shall be applied against the subsequent tax year member assessments as provide by IRS Revenue Ruling 70-604.” The motion was approved.

CHOA's Monthly and Annual Meeting Minutes from January 2004 to present

Dave Schaller, chairman of pools, reported that all the pools have new furniture. The cost to the Association was \$17,500.00. The "C" pool has been changed to salt. This saves pool maintenance costs and minimizes problems associated with storage of chemicals. We will be spending \$8,000 this year to convert one or two more pools. Pool resurfacing has been completed.

Ron Reiter spoke for the Architecture committee. There are new roofs and decks and sunrooms being replaced. Some walks and driveways may need to be replaced. Brick chimneys and walls may need to be cleaned. We will be touring the neighborhoods and reporting to the homeowners any repairs they are responsible for.

Jerry Ricken spoke on landscaping. He explained that the Landscaping budget areas of responsibility are trees, lawns, irrigation, drainage, and plants. He addressed the areas of water and trees.

Ken Bartus spoke about Charbonneau Landscaping. He advised us that water will be turned on early due to the warmer weather. He has a dedicated pruning crew. Pruning will be done 5 times this year.

Tom Pyle spoke for the Communication Committee.

- He has constructed a succession matrix for the board members. There are 9 board positions that have 3-year terms. If someone leaves before the term is over, the board elects a replacement for that position. An election of a new board member by the membership does not occur until the full 3-year term is completed.
- The updated Business Affairs and Rules and Regulations section is available at www.choaonline.org.
- The association's CC&Rs state that the Association's only responsibility is to pay for the monitoring of the originally-installed system.
- He explained that our earthquake insurance has a 10% deductible (10% of the cost of the building). If you own a townhome that is attached to other units, it is considered one building. The board decided on a proportional allocation of deductible costs (proportional to the benefit received to rebuild the units).
- He developed a project tracking system. It identifies who is responsible for a project, the steps performed to complete the project, and when the task is accomplished.
- The board is planning to develop a board operations manual.

Steve Chinn, our property manager, reported that he plans to open the pools on Memorial Day weekend, depending on the weather. He is open to receive calls anytime day or night if you have questions or concerns.

- Bill Steele gave recognition to all that worked on the Holiday Party last year.
- He gave a report on the fire situation regarding the three homes that burned.
- Trust funds management for painting will be done by the measurement of the exterior of the home. This will be announced when we start the project.

Jay Puppo, a representative from State Farm, gave information on our homeowner insurance. Because of the fire and other claims and the rising cost of insurance, the board decided to raise the deductible from \$1,000 to \$10,000. The Association policy covers all real-estate property, carpet, cabinets, and floors. Supplement insurance covers personal property.

Ballots were mailed out for two items:

- (a) Nomination of four board members to accommodate a mistake in the 2012 election (see the actual ballot for an explanation). A new board member, Ralph Martin, was elected to replace the position vacated by Robin Santos. All nominations were approved by a majority of those voting. (Bill Steele was elected to succeed himself for a second 3-year term; Tom Pyle was elected for a 2-year term to replace Jerry Ricken's position (who was elected in 2009); Rosemary Ricken was elected to replace

CHOA's Monthly and Annual Meeting Minutes from January 2004 to present

Kay Gardner Pyle's position (who was elected in 2010).)

- (b) A change to the Bylaws. Article V, Section 2 was modified (approved by a majority voting) to read as follows (the only change was the addition of the word "elected"):

"...No director shall serve for more than two consecutive elected terms."

There were drawings for lovely plants and wine donated by Ken Bartus and State Farm Insurance. A motion was made to adjourn; it was seconded and approved. The annual meeting was adjourned at 9:16 PM.

Rosemary Ricken
Secretary

CHARBONNEAU HOMEOWNERS ASSOCIATION BOARD MEETING MINUTES April 29, 2013

The meeting of the Board of Directors of the Charbonneau Homeowners Association was called to order at 9: 15 PM by President Bill Steele, at Charbonneau Country Club.

Present Board Members were: Bill Steele, Chuck Robertson, Jerry Ricken, Dave Schaller, Ron Reiter, Carol Moore, Tom Pyle, Ralph Martin, and Rosemary Ricken.

Property Manager: Steve Chinn

The minutes from our March meeting approved as submitted, all approved.

Bill Steele was nominated as President. Motion made and all approved.
Tom Pyle was nominated as Vice President. Motion made and all approved.
Chuck Robinson nominated as Treasurer. Motion made and all approved.
Rosemary Ricken nominated as Secretary. Motion made and all approved.
Jerry Ricken nominated to Landscaping. Motion made and all approved.
Motion made to adjourn, seconded and approved. Adjourn 9:35 PM.

Charbonneau Homeowners Association Board Meeting Minutes, May 8, 2013

The regular monthly Charbonneau Homeowners Association (CHOA) Board of Directors was called to order at 10:00 a.m. by President Bill Steele at Recreation Hall C, Wilsonville, Oregon

Board Members Present:

Bill Steele, Tom Pyle, Rosemary Ricken, Jerry Ricken, Chuck Robertson, Ralph Martin, Dave Schaller, and Ron Reiter

Property Manager: Steve Chinn

Board Member(s) Absent:

Carol Moore

CHOA Board meeting minutes from April 8, 2013 will be corrected and approved at next meeting.

Treasure Report: Chuck Robertson

Filename: Archived Minutes Jan 2004 to December 2017

CHOA's Monthly and Annual Meeting Minutes from January 2004 to present

- Financial and treasurer's report for April is on file.
- 2013 CHOA monthly reserve summary report on file.
- Current balance in the reserve account is \$153,818.54.
- Accounts overdue report is on file.
- Ann Higgins sent out an example on how to understand a balance sheet. She sent out March balance sheet to all board members.
- Executive committee will meet to review the Reserve allocations procedure.

Architecture Report: Ron Reiter

- The Architecture report is on file.
- The examinations of driveways and chimneys for damage is going to be done by Ron Reiter and Steve Chinn.
- We need a resolution regarding the responsibility of repairing driveways and walkways that have been damaged from tree roots (BO-015).

Pools Report: Dave Schaller

- Pools are uncovered and pool furniture is out.
- Spa at Pool A may not be opened when pools open due to a leak that is being worked on.
- Each pool will have a new sign which will include all the rules and regulations.

Landscaping Report: Jerry Ricken

- Watering is on a two-times-per-day schedule which is a 100% schedule. If we get rain, it will be adjusted to water less.
- We are a little over budget due to early Feb.-March planting.
- We had good results on the zone splits that have been completed.

Welcoming and Security report: Bill Steele

- A protocol needs to be established for welcoming new homeowners (W-001).
- A system needs to be developed to inform new homeowners that they can refer to the web site www.choaonline.org for any information on CHOA rules and regulations.

Communications Report: Tom Pyle

- Open Issues report and Recurring Tasks report is on file.
- The open issue responsibility for "developing a protocol for welcoming new homeowners" (W-001) needs to be reassigned to Steve Chinn.
- We developed a new form that informs homeowners when the insurance payment is due. Feedback from Ann regarding number of on-time payments compared to last year would be interesting.
- We need to work on Board Operations manual (BO-008).

Property Manager Report:

- Pressure washing to remove moss in all common areas will begin soon.
- We are getting bids to measure the area of each unit which will determine the cost of painting to each owner (AC-001).

New Business:

- A list of suggestions regarding next year's annual meeting was developed. It will be reviewed prior to making the agenda for the April 2014 annual meeting.
- Open Issue report items.

CHOA's Monthly and Annual Meeting Minutes from January 2004 to present

1. An accurate measurement of all units to determine monthly rate for painting funding is waiting on bid from Steve Chinn (AC-001).
2. Development of disaster/recovery policies and procedures are still pending (BO-001).
3. Resolve length of tenure issues for board members has been completed (BO-004).
4. Develop Board Operations manual (BO-008) is to be developed this year.

The meeting was adjourned at 12:15 p.m.

Charbonneau Homeowners Association Board Meeting Minutes, June 12, 2013

The regular monthly Charbonneau Homeowners Association (CHOA) Board of Directors was called to order at 10:00 a.m. by President Bill Steele at Recreation Hall C, Wilsonville, Oregon

Board Members Present:

Bill Steele, Tom Pyle, Rosemary Ricken, Jerry Ricken, Chuck Robertson, Ralph Martin, Ron Reiter, Dave Schaller and Carol Moore.

CHOA Board meeting minutes from April 10, 2013 were approved.

CHOA Board meeting minutes from May 8, 2013 were approved.

Treasure Report: Chuck Robertson

- Financial and treasurer's report for May is on file.
- Current balance in the reserve account is \$153,143.19.
- Accounts overdue report is on file.

Old Business:

The Motion to Formalize the Methodology of Making Motion for Charbonneau Homeowners Association's Meetings was approved. Motion is attached.

The Motion to Attest the Validity of the Bylaws of Charbonneau Homeowner's Association was approved. Motion is attached.

- A draft insurance resolution (LEG-006) was discussed at the meeting. The resolution is trying to define by whom a deductible will be paid. No decision was reached. We are having our attorney review and advise us at the possible options. The board is asked to give their feedback to Bill Steele by June 21, 2013.

Pools Report: Dave Schaller

- The pool main signs have been replaced.
- The smaller sign inside the pool area are in the process of being changed.
- The Spa in pool A area has been repaired.

Landscaping Report: Jerry Ricken

- Committee met and revised the Landscape and Control Policies and Procedures. The Board is to review the document and vote on it by email prior to the next meeting.

Welcoming and Security report: Bill Steele

CHOA's Monthly and Annual Meeting Minutes from January 2004 to present

- A Welcoming protocol (W001) document was given to the board for consideration. The board will evaluate it and discuss it at next meeting.

Communications Report: Tom Pyle

- A draft of the Board Operations manual (BO-008) was given to the board. This manual could serve as a tool to help recruit and train new board members. Each board member was asked to write a draft description of their job responsibilities.

New Business:

- A letter objecting to overnight parking in the guest area was sent to the Board. This homeowner hired an attorney to determine the available civil recourse to address the situation. The letter and documentation was sent to our attorney.
- We are in the process of researching other insurance carriers. We have not been able to get a lower bid with the same amount of coverage. No other company besides State Farm will insure us for earthquake damage.
- The Architectural Change form was revised, so that it does not imply that a homeowner has veto authority of a project. All board members approved this change.

The meeting was adjourned at 12:37 pm.

CHARBONNEAU HOMEOWNERS ASSOCIATION

The following motion will be considered on the following date: June 12, 2013

Meeting type: Regular Special Annual

Motion title: A Motion to Formalize the Methodology of Making Motions for Charbonneau Homeowners Association's Meetings

Proposed Motion:

"I move that all motions involving substantive actions on matters of policy or procedure be made in writing following the format of this motion. The sections below (Current status/position and Rationale) are optional and would be part of the debate only after a motion has been ruled to be in order, clearly phrased, and properly seconded."

Motion submitted by: Tom Pyle, Vice-President

Current status/position: According to Robert's Rules of Order, Revised, which are the Rules of Order prescribed by the association's Bylaws (Article X), a "motion is a formal proposal by a member, in a meeting, that the group take certain action" (Robert III, Honemann, and Balch, 2011, p. 19). A motion may be made either orally or in writing.

Rationale:

It is the prerogative of the chair to insist that "main motions be submitted by the mover in writing," and it is viewed as "good practice" to require that motions be proposed in writing (Robert III, et al, p. 20). The requirement to submit a motion in writing helps ensure that the mover has given some thought to his/her proposal. It also ensures clear communication to the chairperson and the recording secretary of the exact language of the motion. To the extent the board wants to encourage well thought out proposals that are expressed clearly, this motion is consistent with those goals.

Reference

Robert III, H. M., Honemann, D. H., & Balch, T. J. (2011). *Robert's Rules of Order, Newly Revised In Brief*. Philadelphia, PA: Da Capo Press.

CHARBONNEAU HOMEOWNERS ASSOCIATION

The following motion will be considered on the following date: June 12, 2013

Meeting type: Regular Special Annual

Motion title: A Motion to Attest the Validity of the Bylaws of Charbonneau Homeowners Association

CHOA's Monthly and Annual Meeting Minutes from January 2004 to present

Proposed Motion: "I move that the Board of Directors attest the validity of the attached Bylaws of the Charbonneau Homeowners Association. Upon a confirming vote of the Board of this motion, the Bylaws will be filed at the County Records office of Clackamas County, Oregon."

Motion submitted by: Bill Steele, President

Current status/position:

There is no evidence that either the original Bylaws of the Charbonneau Homeowners Association or any amendments thereto have been filed with the County Records office of Clackamas County, Oregon. Although the Oregon Revised Statutes (ORS) do not require that an association's Bylaws be filed to be effective (ORS 94.625), our legal counsel has advised that we do so.

Rationale:

Upon advice of counsel the Board of Directors has decided, by this motion, to attest what we believe is the statement of the original Bylaws as well as various amendments that have been appropriately approved by the membership since the original adoption of the Association's Bylaws.

Charbonneau Homeowners Association Board Meeting Minutes, July 10, 2013

The regular monthly Charbonneau Homeowners Association (CHOA) Board of Directors was called to order at 10:00 a.m. by President Bill Steele at Charbonneau Country Club Lounge, Wilsonville, Oregon.

Board Members Present:

Bill Steele, Tom Pyle, Rosemary Ricken, Jerry Ricken, Chuck Robertson, Ralph Martin, Ron Reiter, and Carol Moore.

Absent:

Dave Schaller

CHOA Board meeting minutes from June 12, 2013, minutes approved as corrected.

Treasure Report: Chuck Robertson

- Financial and treasurer's report for June is on file.
- Current balance in the reserve account is \$155,565.00.
- Accounts overdue report is on file.
- Capital Budget Projection was presented. Board members are to complete their budget and send to Chuck Robertson by July 29th.

Old Business:

- Bylaws revision was recorded with Clackamas County Records and posted on website (LEG-001).
- No motion needed to update the policy: "disposing of waste generated by owners' maintenance of CHOA greenery" (LAND-004).

New Business:

- Welcoming protocol proposal tabled to next month (W-001).

CHOA's Monthly and Annual Meeting Minutes from January 2004 to present

- Each board member was asked to write a draft description of their job responsibilities (BO-008).
- Regarding who is responsible for the deductible in a non-earthquake claim (LEG-006), the Board's opinion is that the financial responsibility should be allocated proportional to damage. The only remaining issue is to decide if a homeowner's policy is primary or secondary to the association's policy. We will direct that question to our lawyer.
- A letter has been drawn up to send to Martin Loumena in response to his objections of parking and other issues. We have addressed the issue of garages' window coverings. A committee will review other issues.
- We are in the process of researching other insurance carriers to get a lower bid. No one has responded as of yet. No other company besides State Farm will insure us for earthquake damage.
- Rec Hall C usage was discussed. A recommendation is being developed regarding air conditioning, updating of restrooms, storage of pool supplies, etc. Approval to purchase paint for the restrooms was given to committee chairman Dave Schaller. Air Conditioning issue to be discussed at next meeting.

Pools Report: Bill Steele

- We need a current list of rental units in CHOA area that have keys to access the pool.
- CHOA CC&Rs (Article XII, Section 7) state that homeowners must use the pool in their area.

The meeting was adjourned at 12:05 pm.

Charbonneau Homeowners Association Board Meeting Minutes, August 14, 2013

The regular monthly Charbonneau Homeowners Association (CHOA) Board of Directors was called to order at 10:02 a.m. by President Bill Steele at Recreation Hall C, Wilsonville, Oregon.

Board Members Present:

Bill Steele, Tom Pyle, Chuck Robertson, Ralph Martin, Ron Reiter, Dave Schaller, and Carol Moore.

Property Manager: Steve Chinn

Absent:

Rosemary Ricken, Jerry Ricken

Guests:

Jan Landis, Al Landis, and Sue Eggleston

CHOA Board meeting minutes from July 10, 2013 were approved.

Treasure Report: Chuck Robertson

- Financial and treasurer's report for July is on file.
- Current balance in the reserve account is \$157,862.00.

CHOA's Monthly and Annual Meeting Minutes from January 2004 to present

- Accounts overdue report is on file.

Old Business:

- We are still in the process of requesting bids from other insurance carriers. We have not received a lower bid with the same amount of coverage. No other company besides State Farm will insure us for earthquake damage.
- A motion was made to accept the parking resolution (AC-003) 2013-001 based on the updated version from our attorney. Motion approved.(on file)
- A motion was made to accept enforcement resolution (AC-003) 2013-002. Motion approved.(on file)
- The Welcoming Protocol (W001) is still being worked on and should be ready by the first of next week.
- The Board Operations Manual is still being worked on (BO-008).

New Business:

- Motion made to approve the expenditure of approx. \$3,600.00 for an air conditioning unit for the Rec. Hall C to be added to the current central heating system unit. Motion approved.(on file)
- Motion made to approve CHOA fund out of reserves of approx. \$10,000 to construct a free standing storage building with the approval of the C neighborhood. Meeting will be held next week. Motion approved.(on file)
- Disaster preparedness/security. A set of golf clubs was stolen from a garage that was left open overnight. There is an alert ID report from Clackamas County that is available on line (<http://www.alertid.com/>). It lists any police reports from the county. The Country Club is forming a committee to help us be prepared in the event of an earthquake or other disaster. The Country Club would like some volunteers from each homeowner board.

Pools Report: Dave Schaller

- Clocks for the pool must be water proof and big enough to see it around the pool. Will be purchased by the weekend.

The meeting was adjourned at 12:00 pm.

CHARBONNEAU HOMEOWNERS ASSOCIATION

The following motion will be considered on the following date: August 14, 2013.

Meeting type: Regular X Special _ Annual _

Motion title: Storage Building at Rec. C

Proposed Motion: I move that CHOA approve funding out of reserves for a free standing storage building with approximate cost of \$10,000.00. Pending a neighborhood input meeting.

Motion submitted by: Ron Reiter, Dave Schaller & Jerry Ricken

Current status/position: Bids have been received and the lowest bid is a 12'x'16' Tuff Shed Garage /storage building.

CHOA's Monthly and Annual Meeting Minutes from January 2004 to present

Rationale: This goes along with the motion for the air conditioning unit at Rec C.

1. The furnace room is currently used to store the winter pool cover during the summer because we turn the heater off. We will need a different place to store this cover when the air conditioner is installed.
2. We now store the pool furniture inside Rec. C for the winter, because of the new furniture (we use to leave the furniture outside). We have received several complaints that it takes up too much room and that it's unsightly.
3. The pool room is very small at C pool and the new storage will provide us needed room.
4. We have our plumbing parts & pool equipment strung out at various pool rooms. This would give us a chance to centralize everything which would save money.
5. Our landscaper has had a need for storage of irrigation parts for years. This would provide that storage thus saving us money, because they don't have to run back to Sherwood for parts
6. Garron Grounds has recently purchased a used golf cart making it easier and faster for them to get around our association, thus keeping our contract prices down. This would give them a place to store it, instead of trailering back & forth to Sherwood.
7. The golf cart I have purchased for touring the association and our pool work has made things more efficient for us, which will help us keep costs down and I need a place to park it also.
8. I have attached pictures to let you see what it would look like. This is just the first step. If this is voted in we'll also have to have a meeting to get input from the neighborhood before we can proceed.

CHARBONNEAU HOMEOWNERS ASSOCIATION

The following motion will be considered on the following date: August 14, 2013.

Meeting type: Regular x Special _ Annual _

Motion title: Add an air conditioning unit to C Rec. Hall's present heating system.

Proposed Motion: I move we approve the expenditure of approx. \$3600.00 to add an air conditioning unit to the Rec. Hall C heating system.

Motion submitted by: Dave Schaller, Rosemary Ricken

Current status/position: Bids are in and the lowest was Roth Heating and Cooling for \$2950.00 plus \$675-\$850 for electrical.

Rationale: We have had many complaints about the heat in the summer from various groups that use the buildings. We have had to move our board meetings, because of the heat. We have been talking about this for 3 years and previous boards have promised to do something.

Charbonneau Homeowners Association Board Meeting Minutes, September 11, 2013

The regular monthly Charbonneau Homeowners Association (CHOA) Board of Directors was called to order at 10:00 a.m. by President Bill Steele at Recreation Hall C, Wilsonville, Oregon.

Board Members Present:

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CHOA's Monthly and Annual Meeting Minutes from January 2004 to present

Bill Steele, Tom Pyle, Chuck Robertson, Ron Reiter, Jerry Ricken, Dave Schaller, and Carol Moore.
Property Manager: Steve Chinn

Absent:

Rosemary Ricken, Ralph Martin

CHOA Board meeting minutes from August 14, 2013 were approved.

Treasurer's Report: Chuck Robertson

- Financial and treasurer's report for August is on file.
- Current balance in the reserve account is \$160,784.00.
- Accounts overdue report is on file.
- The Capital Budget Projection was submitted and approved by all board members.
- The Board was asked to accept the budget as presented through the year 2018. All approved.

Old Business:

- A Copy of Welcoming Protocol (W-001) was distributed to all Board members present at the meeting. The information includes the rationale and procedure to follow when visiting new residences. Some information is still being developed.
- The Board members were reminded to define their position so that we can finish developing the Board Operational Manual. (BO-008)
- Bill Steele reminded us that the Disaster and Preparedness committee needs volunteers, preferably from the Board.
- Bill Steele spoke about the security of our community. He reminded us that Clackamas County has a web site available listing any crimes that have occurred in the County.

Architecture Report: Ron Reiter

- Ron Reiter met with Garron Grounds Construction, regarding the possibility of an addition and some revamping to the Rec Hall C. Ron and Steve will work on a long comprehensive plan. This will be presented at a future meeting.

New Business:

- A Motion was made to the Board to approve the Insurance Resolution. (LEG-006) All approved. (on file)
- The Parking Resolution (AC-003) motion was presented to the Board to approve as amended. The amendment was to add "hours only" after the phrase "...for up to 6 hours during the daytime" in the second sentence of the first paragraph of the resolution. All approved. (on file)
- The Enforcement Resolution (AC-003) motion was presented to the Board. All approved.(on file)
- A letter will be sent to the homeowners (email or mail) to inform them of the new resolutions approved by the Board (on file). The resolutions may also be viewed on the association's website: www.choaonline.org.
- The Board was asked to submit any information to be included in the CHAT.

The meeting was adjourned at 12:35 pm

CHOA's Monthly and Annual Meeting Minutes from January 2004 to present

CHARBONNEAU HOMEOWNERS ASSOCIATION

The following motion will be considered on the following date: 09-11-2013

Meeting type: Regular Special Annual

Motion title: Resolution 2013-001: Parking

Proposed Motion: I move that the Board of Directors approve the attached Parking Resolution.

Motion submitted by: Tom Pyle, VP

Current status/position:

The existing Parking Resolution, adopted in April 2003, has a variety of problems:

1. It is vague with respect to when Owners/Residents can use Guest Parking and when fines will be imposed.
2. It requires that the Board of Directors assume the roles of both the verifier of an infraction as well as the entity to which an alleged violator would appeal the alleged violation. Our attorney has advised that those roles should be separated: The Property Manager should fulfill the role of verifier of an alleged violation, and the Board should fulfill the role of hearing appeals.
3. It allows the Board to authorize the towing of vehicles for relatively minor offenses. Our attorney recommends that towing be allowed only in circumstances that create safety issues.
4. It does not state that parking of automobiles in an Owner's/Resident's driveway is acceptable as long as access to Cluster Recreational Zones, Common Areas, or access to the Residence Locations of other Owners/Residents is not impeded.
5. It does not reflect recent decisions by the Architectural Committee of the Charbonneau Country Club to allow short-term parking of oversized vehicles in an Owner's driveway or in Guest Parking.
6. It does not inform Owners/Residents that on-street parking of vehicles within the streets of Charbonneau Homeowners Association neighborhoods is prohibited by a City of Wilsonville ordinance.

Rationale:

The problems stated above require that the 2003 Parking Resolution be revised to correct those problems.

CHARBONNEAU HOMEOWNERS ASSOCIATION

The following motion will be considered on the following date: September 11, 2013

Meeting type: Regular Special Annual

Motion title: Insurance Resolution

Proposed Motion: I move that the Board of Directors adopt the attached resolution regarding insurance.

Motion submitted by: Tom Pyle, VP

Current status:

Article XIV, Section 8, of the Declaration prescribes the type of property insurance the Association is required to obtain covering the Units and other buildings and improvements, and the type of liability insurance required to protect the Association and its members. However, the governing documents do not specify who is responsible for paying the deductible under the Association's insurance policies, nor do they specify the procedures for reporting and processing insurance claims.

CHOA's Monthly and Annual Meeting Minutes from January 2004 to present

Rationale:

The proposed Resolution was designed to address the issues described above and other details important in administering the Association's insurance policies.

CHARBONNEAU HOMEOWNERS ASSOCIATION

The following motion will be considered on the following date: 09-11-2013.

Meeting type: Regular Special Annual

Motion title: Enforcement Resolution

Proposed Motion:

I move that the attached resolution be adopted by the Board of Directors of the Charbonneau Homeowners Association effective September 30, 2013.

Motion submitted by: Tom Pyle, VP

Current status:

The current CHOA Enforcement Resolution (adopted May 10, 2006) needs to be revised because it puts an excessive burden on owners to resolve problems themselves rather than just notifying the board that a potential problem exists and letting the board verify that there is a violation and deciding how to resolve it.

Furthermore, the enforcement procedures specified in the 2006 resolution are unnecessarily legalistic and cumbersome.

Rationale:

The problems identified above make it difficult to actually apply enforcement procedures that are necessary to ensure the governance documents of the association are followed. Those problems should be resolved.

The proposed resolution requires that owners do nothing more than notify the board when they think a violation of the association's governance documents exists and specify what the perceived problem is.

The procedures specified in the proposed resolution are straight-forward and should be relatively easy to follow. They specify who is responsible for verifying that a violation does in fact exist, the steps necessary to inform the offending owner/resident of the violation, the consequences of failure to remedy the violation, and a way to appeal a decision an owner/resident disagrees with.

Charbonneau Homeowners Association Board Meeting Minutes, October 9, 2013

The regular monthly meeting of the Charbonneau Homeowners Association (CHOA) Board of Directors was called to order at 10:00 a.m. by President Bill Steele at Recreation Hall C, Wilsonville, Oregon.

Board Members Present:

Bill Steele, Tom Pyle, Rosemary Ricken, Jerry Ricken, Dave Schaller, and Carol Moore.

Absent:

Chuck Robertson, Ralph Martin, Ron Reiter **Property Manager:** Steve Chinn

CHOA's Monthly and Annual Meeting Minutes from January 2004 to present

Guests: Janet Moore, Mike Tewel, and Ty Kuhns

The Disaster Preparedness Committee identified the areas they will be responsible for in CHOA:

Janet Moore, the A&B area; Ty Kuhns, the C&E area; and Mike Tewel, the F&G area.

The group talked about items to have on hand in case of a disaster. Some of them are: water, cell phones, and texting ability. Rich Wold, Oregon Department of Defense, will be helping us set up a program. Information will be sent to each household.

CHOA Board meeting minutes from September 11, 2013 were approved.

Treasurer's Report: Tom Pyle

- Financial and Treasurer reports for September are on file.
- Current balance in the reserve account is \$161,842.00.
- The accounts overdue report is on file. In future reports the names of homeowners in arrears will be replaced by lot numbers.

Operating Budget- Tom Pyle

- At the next Board meeting we will be discussing the possibility of an assessment increase. The CPI increase will be either 2.2% (\$4.00/month) or 2.6% (\$5.00/month).
- Chuck has requested that all committees get their 2014 budget projections to him by Oct. 23. If he does not receive them by then, he will use the budget from 2013.

Security and Welcoming: Carol Moore

- A Copy of Welcoming Protocol (W-001) is completed. A new information handbook is ready to be distributed to new homeowners. The same information is on the website. Since January we have had approximately 20 new residents move to our area.

Old Business: Tom Pyle

- Chuck and Tom are still interviewing board members for the Board Operations Manual (BO-008).
- Chuck was informed by American Family Insurance that they will not be giving us a bid for our Association insurance coverage.

Communications: Tom Pyle

- Tom has proposed an update to the look of the www.choaonline.org web site. The "Who to Call," "Recreation," "Business Affairs," and "Governance" sections would be replaced by one section "The Information Directory," which would be identical to the hardcopy Information Directory that we give new residents. It will make it easier to update the website in the future. We will keep the "Forms" section. Tom will be looking into the cost to make such changes.

Architecture Report: Bill Steele

- Ron is waiting for one more bid on the addition to Rec Hall C. He will be reporting this information at the next meeting.

CHOA's Monthly and Annual Meeting Minutes from January 2004 to present

Landscaping: Jerry Ricken

- Only one tree was lost in September's storms. Cleanup cost was around \$1,500. The tree that was lost will be replaced in the spring.
- Landscaping budget for 2014 is finished and has been submitted to Chuck. The contract for Garron Grounds was increased 2.5 %. It went from \$191,880 to \$196,680.

New Business:

- There has been a request to look into the cost of fixing some of the cracks in the sidewalks lifted by tree roots. This will be discussed at the next meeting.
- The Board was asked to submit any information to be included in the CHAT.
- The Open Issues report was reviewed. The items that still need attention were discussed. A copy of the report is on file.
- A question came up regarding new covers for the hot tubs. This is a possibility, but still need to consider the cost.
- The Holiday Party was a success last year. We have planned this year's event to be on Thursday night, December 12th. We will be collecting gifts again this year for a charitable organization.

Pools: Dave Schaller

- Pools ran well this year.

The meeting was adjourned at 11:25 a.m.

Charbonneau Homeowners Association Board Meeting Minutes, November 13, 2013

The regular monthly meeting of the Charbonneau Homeowners Association (CHOA) Board of Directors was called to order at 10:00 a.m. by President Bill Steele at Recreation Hall C, Wilsonville, Oregon.

Board Members Present:

Bill Steele, Tom Pyle, Chuck Robertson, Dave Schaller, Carol Moore, Ralph Martin

Property Manager: Steve Chinn

Absent:

Rosemary Ricken, Jerry Ricken, Ron Reiter

CHOA Board meeting minutes from October 9, 2013, were approved.

Treasurer's Report: Chuck Robertson

- Financial and Treasurer Reports for October are on file.
- Current balance in the reserve account is \$165,420.41.
- The accounts overdue report is on file.
- There was a motion to approve the annual budget. It was seconded and approved.

CHOA's Monthly and Annual Meeting Minutes from January 2004 to present

- There was a motion to increase the CHOA monthly dues by \$4.00 which is within the 2013 CPI increase of 2.2%, which is what our CC&Rs mandate. It was seconded and approved (see below).
- We are increasing the bookkeeper's, property managers, and pool manager's salaries by 2.2%. The contract service Garron Grounds increase is 2.5 %.
- There was a motion to increase the homeowner paint trust contributions by 50% per month. This action will ensure that we have sufficient funds on hand when future painting bills are due. It was seconded and approved (see below).

Security and Welcoming: Carol Moore

- A copy of the new Welcoming Protocol (W-001) is nearly completed. Since the first of the year there are 20+ new owners in CHOA. Rosemary Ricken and Carol Moore will be visiting the new owners and handing out information booklets. They will let the new homeowners know how to find information on the CHOA website. A check list will be used to be sure all areas are reviewed. Any feedback from the new homeowners will be given to the president who will determine if it needs to be an agenda item at our monthly meeting.

Communications: Tom Pyle

- The holiday party announcement has been sent out to board member for review.

Architecture Report:

No report

Landscaping: Ralph Martin

- The leaves are being picked up on Thursdays and Friday.
- They are a week behind on the pruning and extra cutting pick up.

Pools: Dave Schaller

- The heaters in all the pools have been replaced.

Old Business:

- Steve will update us at next month's meeting on (BO-001) security and procedures.
- The open issue (LEG-005) of tree removal has been visited by Bill and Steve. They found 28 trees that may be lifting up driveways. They found 3 trees that may need to be addressed soon. A form (to be developed) must be submitted if the homeowner wants the trees removed.
- The question whether the trees are on common area vs. homeowners' property may determine who is responsible for the repair of the side walk and the expense of the tree removal. Bill is drafting a resolution to clarify responsibilities and procedures regarding tree damage.

New Business:

- The Christmas party for CHOA start time is changing from 5:30 pm to 6 pm. The date is the 12th of December. Everyone is asked to bring hors d'oeuvres to share.
- There will be a Disaster preparations training on the 19th of November at 6 pm. The team leaders will be there. We hope to funnel the information down to most of the homeowners. The most important items to have on hand are water, food, and extra clothing.
- The gutter cleaning will start on Lake Point as soon as all the leaves are picked up. If any gutters are missed, please let Steve know.

CHOA's Monthly and Annual Meeting Minutes from January 2004 to present

- Rec C Hall addition bid (AC-004) for a 15x26 building has come in at \$11,305.52. We are still waiting on the bid for the roof. Steve will report more at the next meeting.
- Steve received a homeowner letter complaining about their neighbor. They do not like the condition of the neighbor's roof and area around their home. Steve will call and address the issues that are in violation of our published rules.
- There are long term plans to replace all the pools with salt.

The meeting was adjourned at 12:05 p.m.

Motion submitted by Chuck Robertson:

Motion: I move to increase home owner paint trust contributions by \$9.00 per month. This action will ensure that we have sufficient funds on hand when future painting bills are due.

Rationale: Painting costs have continued to rise over the years, but we have made adjustments only once. About five years ago the board increased the painting dues 1/2 of what was needed at the time. The plan was to make another increase the next year which never happened. Currently we collect about 58% of our costs in a individual trust account then bill individual home owners for the balance at the time of painting. Some owners pay immediately, some pay slowly, and some pay very slowly. CHOA then becomes the slow payer's banker.

The proposed adjustment is sufficient to pay our painting bills as they become due. A 2.2% per year inflation factor was built into this number. We will still be collecting a much reduced balance from home owners until a seven year cycle has passed. For example, area A will be painted again in 2 ½ years. We will be painting A, B, C & E, and F & G during the next 5 ½ years. Enough funds will in the trust account so we will not be short, have to transfer monies from our reserves while waiting for potential slow pay by owners.

What the home owner will see is a \$9.00 increase added to their current contribution. If the proposed \$4.00 dues increase is approved then an owner currently paying \$197 per month dues and \$19.00 toward their paint trust (\$216) would be billed \$201 per month dues and \$28.00 toward their paint trust (\$229). The owner will not be paying more for their painting just paying over time instead of lump sum amounts to make up the difference. With the board's approval this change will become effective on January 1, 2014.

Also keep in mind that we expect to have new measurements for each property by some time next spring. This will then again result in adjustments for individual home owners. The adjustment will depend upon how accurate our current estimates are.

Motion submitted by Chuck Robertson:

November 13, 2013

Motion: I propose to increase the CHOA monthly dues by \$4.00 and accept the attached line item budget for 2014.

Rationale: In the proposed budget the only significant increase from the 2013 budget is for contracted services.

Garron Grounds increases by	2.5%
Property Manager increases by	2.2%
Pools Maintenance increases by	2.2%

CHOA's Monthly and Annual Meeting Minutes from January 2004 to present

Bookkeeping increases by	2.2%
The total increase in revenue from dues is	\$10,944
The total increase in expenses is	\$9,086
The difference goes in Reserves	\$1,858

The Portland/Salem CPI increase for 2013 is 2.2% which would allow for a maximum dues increase of \$4.33 per month (source <http://www.bls.gov/ro9/9235.pdf>, 2013, first half).

Charbonneau Homeowners Association Board Meeting Minutes, December 11, 2013

The regular monthly meeting of the Charbonneau Homeowners Association (CHOA) Board of Directors was called to order at 10:01 a.m. by President Bill Steele at Recreation Hall C, Wilsonville, Oregon.

Board Members Present:

Bill Steele, Tom Pyle, Chuck Robertson, Rosemary Ricken, Jerry Ricken, Carol Moore, Ralph Martin and Ron Reiter

Property Manager: Steve Chinn

Absent:

Dave Schaller

CHOA Board meeting minutes from November 13, 2013 were approved.

Treasurer's Report: Chuck Robertson

- Financial and Treasurer Reports for November are on file.
- Current balance in the reserve account is \$161,842.
- The accounts overdue report is on file (using lot number instead of names).
- We may transfer up to \$14,000 to reserve as of December 31, 2013. See letter on file.

Old Business:

- Storage shed addition to Rec Hall C. (AC-004)
 - The first option would be a 15 x 26 room, not including roofing, for a cost of approximately \$11,305. This option would keep the existing windows and have a ceiling height of 7'6". If you add roofing, the cost would increase by \$3,500. (\$14,805 total.)
 - The second option would increase the area to 15 x 30 w/o roofing for a cost of \$13,044. If we add roofing it would increase our bid by \$3,978 (\$17,023 total).
 - The third option a 15 x 30 area would use the existing door and eliminate the windows. It would be approximately \$18,000 including the roofing.
 - The fourth option is a standalone \$10,000 unit. This option may not pass the CCC architecture committee.
 - Architecture report on file.
- The measuring of homes to determine painting cost is not complete (AC-001). Steve will keep us posted.
- The cost-of-painting-increase letters went out to all homeowners.

Pools: Steve Chinn

CHOA's Monthly and Annual Meeting Minutes from January 2004 to present

- All pools have heaters. Antifreeze was added to all drinking fountains to keep them from freezing.

New Business:

- The responsibility of sidewalk repairs is still pending (LEG-007). Bill will get a draft resolution written by next meeting.
- Bill will join Carol in making presentations to new homeowners. Carol has contacted 6 homeowners. There still are 24-25 more to contact. A copy of the Welcoming Protocol is on file (W-001).
- CHOA will be receiving some furniture from the Charbonneau Club house. The furniture will be delivered after the 1st of January.
- The Christmas party for CHOA is the 12th of December. Everyone is asked to bring hors d'oeuvres to share.
- Invitations went out for our Christmas party. It is starting at 6 pm.
- We have a lien on C-9 property. It has been reported that the sheriff has posted a note on their door.
- Steve is still trying to contact the sheriff regarding enforcement of parking issue in Charbonneau.
- Some contractors have been seen parking in front of homes on the street. If any board member notices this, please advise the contractor to park in the driveway or in guest parking.

The meeting was adjourned at 11:18am

Charbonneau Homeowners Association Board Meeting Minutes, January 8, 2014

The regular monthly meeting of the Charbonneau Homeowners Association (CHOA) Board of Directors was called to order at 10:01 a.m. by President Bill Steele at Recreation Hall C, Wilsonville, Oregon.

Board Members Present:

Bill Steele, Dave Schaller, Chuck Robertson, Rosemary Ricken, Jerry Ricken, Carol Moore, Ralph Martin, and Ron Reiter

Property Manager: Steve Chinn

Guest: Mike Tewell

Absent:

Tom Pyle

CHOA Board meeting minutes from December 11, 2013, were approved as corrected.

Treasurer's Report: Chuck Robertson

- Financial and Treasurer Reports for December are on file.
- Current balance in the reserve account is \$185,373.
- The accounts overdue report is on file.

CHOA's Monthly and Annual Meeting Minutes from January 2004 to present

- Thanks to all of the committees for their hard work and for coming under expectations for our 2013 budget.
- We are only \$3,425 on our overdue accounts.

Old Business:

- A motion was proposed by Ron Reiter to approve funding out of the reserve for an attached storage building with the approximate cost of \$18,000.00. The motion was amended to eliminate the phrase "Pending a neighborhood input meeting." The motion was seconded and approved as amended. (A copy of the motion is attached.)
- The Holiday Party was a big success. Everyone had a great time. Some suggestions for next year were discussed. The total cost to put on this event was \$200. The Pyles took the gifts and donations to the school. The school was extremely thankful.

New Business:

- Open issue report:
 1. Painting Trust. (AC-001) The device that was purchased to measure buildings is not working properly. This device was to be used to measure homes for correct area to determine the correct appropriation of painting funds. Chuck Robertson made a motion to discontinue previous approved approach of measuring the buildings with the laser measuring device and revert to a manual update of measuring each one of the units to determine the correct appropriation of painting cost to individual home owners. Motion seconded and approved. (Motion attached)
 2. The security policies and procedures information is still being worked on. (BO-008).
 3. There are a few building that are not listed on the State Farm insurance policy. This is still in the process of being resolved. In the event of a disaster the amount of the deduction is based on the building value not individual value. (FIN-005)
 4. Bill met with the attorney regarding responsibility for the cutting of roots that are causing damage to walkways and driveways. It will be available for the Board next month's meeting. (LEG-005)
 5. The Welcoming Protocol (W-001) was handed out at the last meeting by Carol Moore.

Landscaping:

- The tunnel off of Red 3 leading to Louvonne is 90% completed. We are only responsible for the left side. CCC is responsible for the top area. Charbonneau Greens will be responsible for the right side.
- Jerry will stay on for one more year handling the financial aspects of Landscaping. Ralph Martin will be responsible for all other areas.

Other Business:

- There will be a disaster preparedness committee meeting on the 21st of January. Team members will be recruiting homeowners in each area to act as a contact in an event of a disaster.
- State Farm renewed our earthquake coverage because of a grandfather clause. As of June 1st we will have a 50% premium increase, which comes to about \$36 a year per each homeowner. This is the only insurance company that is willing to insure our homes for earthquakes. Earthquake insurance (for new policies) is not an option for any insurance company, even for State Farm.

Welcoming Committee:

- We had one new homeowner so far this year. (2014)

CHOA's Monthly and Annual Meeting Minutes from January 2004 to present

- In 2013 CHOA had 30 new homeowners.

The meeting was adjourned at 11:27AM.

CHARBONNEAU HOMEOWNERS ASSOCIATION

The following motion will be considered on the following date: January 8, 2014

Meeting type: Regular x Special _ Annual _

Motion title: Measuring device for buildings

Proposed Motion: I move to discontinue previous approved approach of measuring the buildings with the laser measuring device and revert to a manual update of measuring each one of the units to determine the correct appropriation of painting cost to individual home owners.

Motion submitted by: Chuck Robertson

Current status/position:

Rationale:

CHARBONNEAU HOMEOWNERS ASSOCIATION

The following motion will be considered on the following date: January 8, 2014

Meeting type: Regular X Special _ Annual _

Motion title: Storage Building at Rec. C

1. **Proposed Motion:** I move that CHOA approve funding out of reserves for an attached storage building with approximate cost of \$18,000.00.

Motion submitted by: Ron Reiter

Current status/position: Bids have been received and the lowest bid is approximately \$18,000 for a 15'x'30' addition to the C Rec building.

Rationale:

2. The furnace room is currently used to store the winter pool cover during the summer because we turn the heater off. We will need a different place to store this cover when the air conditioner is installed.
3. We now store the pool furniture inside Rec. C for the winter, because of the new furniture (we use to leave the furniture outside). We have received several complaints that it takes up too much room and that it's unsightly.
4. The pool room is very small at C pool and the new storage will provide us needed room.
5. We have our plumbing parts & pool equipment strung out at various pool rooms. This would give us a chance to centralize everything which would save money.
6. Our landscaper has had a need for storage of irrigation parts for years. This would provide that storage thus saving us money, because they don't have to run back to Sherwood for parts.

CHOA's Monthly and Annual Meeting Minutes from January 2004 to present

7. Garron Grounds has recently purchased a used golf cart making it easier and faster for them to get around our association, thus keeping our contract prices down. This would give them a place to store the cart.
8. The golf cart I have purchased for touring the association and our pool work has made things more efficient for us, which will help us keep costs down and I need a place to park it also.
9. I have attached drawing showing the lay out for the 15' x 30' addition.
10. The extra storage would allow us future mini kitchen if needed.

Charbonneau Homeowners Association Board Meeting Minutes, February 12, 2014

The regular monthly meeting of the Charbonneau Homeowners Association (CHOA) Board of Directors was called to order at 10:01 a.m. by President Bill Steele at Recreation Hall C, Wilsonville, Oregon.

Board Members Present:

Bill Steele, Chuck Robertson, Rosemary Ricken, Jerry Ricken, Carol Moore, and Ron Reiter

Property Manager: Steve Chinn

Guest: Spencer Vail

Absent:

Tom Pyle, Ralph Martin, Dave Schaller.

CHOA Board meeting minutes from January 8, 2014 were approved.

Treasurer's Report: Chuck Robertson

The Financial and Treasurer Reports for January are on file. The current balance in the reserve account is \$186,411.48. The accounts overdue continue to be below expectation. The report is on file. It was projected in 2009 that we would have \$98,000 in reserve funds, 55% funding. We are projected \$174,240, which is 98% funding.

Old Business:

(AC-001) Manually measurement of "A" area homes was started. The measurements will include old/new square footage of the homes. It will also include garages and fences. This should determine the correct appropriation of painting cost to individual home owners. We will spot check measurements for accuracy.

New Business:

Carol Moore has submitted her resignation from the Board, effective immediately.. She is having hip surgery and does not feel she can continue with the office of Welcoming and Security. A new member, Ty Kuhns, was introduced. There was a **motion** to nominate Ty Kuhns as a Director on the CHOA board, effective immediately. Seconded and approved. He will fill the vacant position of Carol Moore on the Board and serve as Welcoming and Security chairman, which term expires April 2015.

The initial design of CHOA web-site was done by Ron Browning, a former resident of CHOA.

CHOA's Monthly and Annual Meeting Minutes from January 2004 to present

We would like to make some revisions to the site to make it more user friendly. There is a contractor that has helped Charbonneau groups to revise their websites. Tom is in the process of consulting with her to determine scope of service and the cost. There will be more information next meeting.

The golf club has hired a company, "Geese Guys", that uses dogs to help control the geese population. The recommended cost for CHOA to participate will be \$60 per week. A **motion** was made by Jerry Ricken to try this option for 3 months as long as the other homeowner associations participate. It was seconded and approved.

(FIN-006) The Executive Board met with our insurance representative Jay Puppato to insure that all of our buildings in CHOA are covered under our policy. Jay will update us by the next meeting.

(LEN-005) Our attorney Steve Russell advised us to have a policy in place regarding sidewalk and driveway maintenance in the event of a law suit. The attorney has given us a recommended proposal as a possible solution. The landscape committee will meet with Bill Steele on Wednesday morning February 19, 2014 to discuss the proposal and determine how to implement the attorney's recommendation as to who they feel is responsible to repair sidewalks and driveway that have lifted due to tree roots. The committee will give a report at the March meeting.

Our Annual meeting is April 28, 2014. We are possibly going to do a slide presentation. Last year's comments were the meeting lasted too long. It should be from 7-8:30. We will not have a speaker this year. We will discuss this more at the March meeting.

Other Business:

N/A

The meeting was adjourned at 11:45 AM.

Charbonneau Homeowners Association Board Meeting Minutes, March 12, 2014

The regular monthly meeting of the Charbonneau Homeowners Association (CHOA) Board of Directors was called to order at 10:00 a.m. by President Bill Steele at Recreation Hall C, Wilsonville, Oregon.

Board Members Present:

Bill Steele, Chuck Robertson, Rosemary Ricken, Jerry Ricken, Tom Pyle, Ty Kuhns,

Property Manager: Steve Chinn

Guest: Jim Gibbons, Maureen (Mo) & Kip Running

Absent:

Ron Reiter, Ralph Martin, Dave Schaller.

CHOA Board meeting minutes from February 12, 2014 were approved as corrected.

Speaker: Jim Gibbons, President Charbonneau Golf Club

CHOA's Monthly and Annual Meeting Minutes from January 2004 to present

Jim gave a presentation on how the "Geese Guys" have reduced the current population of Geese on the golf course. The geese population has decreased drastically as a result of the program. Homeowner Associations are helping to fund this project with the exception of Village Greens, Fairway Village, and ALTA.

Jerry Ricken made a motion to amend the motion, approved last meeting, qualifying CHOA participation, "if **all homeowner associations participated**", for CHOA to participate without requiring all HOAs participation. The motion was approved.

(CHOA will pay \$60 per for Feb, Mar, April)

Treasurer's Report: Chuck Robertson

The Financial and Treasurer Reports for February are on file. The current balance in the reserve account is \$186,411.00. The accounts overdue continue to be below expectation. The report is on file.

Old Business:

(AC-001) Manually measurement of "A" area homes will be complete by the end of the day.

New Business:

(COM-011) We are in the process of hiring a web designer to make our web site more user friendly.

(LEG-006) There is a new chief of police in Wilsonville. Steve is in the process of contacting him regarding parking controls.

(FIN-006) State Farm is in the process of updating our insurance coverage to be sure all units are covered.

(LEG-007) We have received our attorney's answer regarding sidewalks that are damaged by tree roots. A **Motion** was proposed to define responsibility for maintenance of sidewalks and driveways. It was seconded and approved. A discussion followed. It was determined that the Board still does not agree with motion that was passed. The **Motion** was withdrawn. It will be revisited after we get more advice from the attorney.

(Annual Homeowner s meeting) Our Annual meeting is April 28, 2014. We are considering doing a slide presentation. Last year's comments were that the meeting lasted too long. We are planning the meeting to be from 7-8:30 pm. We will not have a guest speaker this year.

The board will have a short monthly Board meeting following the annual meeting..

Security and Welcoming Committee: Ty Khuns

Ty had a meeting with new owners. He sent our 31 letters. He had 14 of the 31 homeowners attended. It was very informative. Ty handed out information directory binders to all who attended.

Other Business:

N/A

The meeting was adjourned at 11:50 AM.

CHOA's Monthly and Annual Meeting Minutes from January 2004 to present

Charbonneau Homeowners Association Board Monthly and Annual Meeting Minutes, April 28, 2014

The regular monthly meeting of the Charbonneau Homeowners Association (CHOA) Board of Directors was called to order at 8:30 p.m. by President Bill Steele at Charbonneau Country Club.

Board Members Present:

Bill Steele, Chuck Robertson, Rosemary Ricken, Jerry Ricken, Tom Pyle, Ty Kuhns, Mike Tewell, Ron Reiter, Ralph Martin.

Property Manager: Steve Chinn

CHOA Board meeting minutes from March 12, 2014 were approved.

Treasurer's Report: Chuck Robertson

The Financial and Treasurer Reports for March are on file. The current balance in the reserve account is \$184,241.00. The accounts overdue continue to be below expectation. The report is on file.

New Business:

Election of Officers:

Bill Steele was nominated as President. It was seconded and approved.
Tom Pyle was nominated as Vice President. It was seconded and approved.
Chuck Robertson was nominated as Treasurer. It was seconded and approved.
Rosemary Ricken was nominated as Secretary. It was seconded and approved.

The meeting was adjourned at 8:40 p.m.

Charbonneau Homeowners Association Board Meeting Minutes, May 14, 2014

The regular monthly meeting of the Charbonneau Homeowners Association (CHOA) Board of Directors was called to order at 10:01 a.m. by President Bill Steele at Recreation Hall C, Wilsonville, Oregon.

Board Members Present:

Bill Steele, Chuck Robertson, Rosemary Ricken, Jerry Ricken, Tom Pyle, Ty Kuhns, Mike Tewell, Ron Reiter, Ralph Martin.

Property Manager, Steve Chinn was present.

CHOA Board meeting minutes from April 28, 2014, were approved as corrected.

Treasurer's Report: Chuck Robertson

The Financial and Treasurer Reports for April are on file. The current balance in the reserve account is \$174,718.00. A new outline for a spread sheet was introduced. We may be using it in the future.

CHOA's Monthly and Annual Meeting Minutes from January 2004 to present

Old Business:

A motion was made by Bill Steele.

"I move that the proposed policy and procedure, as approved by our attorney, titled "Sidewalk and Driveway Maintenance" be adopted as included in the Landscape Policy and Procedure".

Motion was seconded and approved. The text of the policy follows:

Sidewalk and Driveway Maintenance (May 14, 2014)

Landscape of the CHOA area is well-planned and maintained with contribution by homeowners and the CHOA Landscape Committee's maintenance policies and procedures. The majority of the landscape within Charbonneau is "mature" and maintaining the attractive landscape is a continual challenge. Many of the trees have grown to the point that they create potential for damage to property as a result of overgrown roots, etc. To assist in landscape maintenance within CHOA, the Board has adopted the following Sidewalk and Driveway Maintenance policies and procedures. The goal is to identify the potential for damage as early as possible so that CHOA can take steps to prune or remove common area trees or roots before sidewalks or driveways are actually damaged.

Homeowners are responsible for maintenance of sidewalks and driveways on their property.

Charbonneau HOA is responsible for maintenance of sidewalks and driveways on the common areas.

Charbonneau HOA will be responsible for pruning or removing trees or roots on common areas that pose a threat to sidewalks and driveways located on an owner's property, providing the homeowner has notified the Charbonneau HOA Landscape Committee or the Property Manager as soon as potential damage is evident. CHOA will be responsible for minor repairs to an owner's sidewalk or driveway if the owner promptly notifies CHOA of possible root damage before significant damage occurs.

To prevent damage to sidewalks and driveways, CHOA will conduct a survey of trees located on common areas as a part of the annual property review by the Landscape Committee. An arborist will inspect any tree suspected of a potential cause of damage and recommend trimming the roots or removal of the tree.

If a homeowner suspects there is potential root damage to their sidewalk or driveway by a tree located on a common area or private property, the potential problem must be notified to CHOA utilizing the "Tree Removal Application Form". Any property damage caused by trees or other vegetation located on private property is the responsibility of the homeowner. However, the CHOA Landscape Committee will assist in recommending corrective action.

To identify location responsibility for the landscape maintenance, the property lines as depicted on the plat(s) of the property will be the reference (Clackamas County, Oregon, Plat Map 31 W 25 bbs1).

New Business:

The CHOA annual meeting was discussed. The Board seemed pleased with the power point presentation. It may be something we use again in next annual meeting.

The cost for our insurance with State Farm went down about \$4,000 this year. We had fewer claims than last year.

The measuring of homes for accuracy on painting costs is still in process. Some of the Board members will audit the results for accuracy.

The storage shed project has been on hold due to the city now requiring a commercial building permit. We hope to break ground in the next two weeks.

We agreed to pay the "Geese Guys" for Feb, Mar, April \$60 a week. We have not been notified that we need to continue.

CHOA's Monthly and Annual Meeting Minutes from January 2004 to present

It was discussed that any large landscaping event be posted on the web site. This will allow our homeowners the advantage of seeing what is being done in our CHOA area.

Pool Committee: Mike Tewell

Pools are opening Memorial Day weekend. We may convert pool F&G to salt this year.

Welcoming & Security Committee Report: Ty Kuhns

Ty reported that he contacted and welcomed all new CHOA homeowners. We are running low on pool keys. We cannot find a place that will copy them due to a contract with US Lock. Steve is in the process of finding a place that can duplicate them. Our disaster preparedness program has a team leader for each area. They are forming a plan to have all homeowners educated by the end of the summer. The club house "C" will be the location of the safe house. We will start supplying it with medical supplies for use in the event of a disaster.

Landscaping Committee: Ralph Martin

A motion was submitted by the Landscape Committee.

"The Landscape Committee proposes to amend and expand the present landscape policy section on the feeding of wild animals, and add **Violets to the invasive and restricted plant list**. The landscape committee would like the board to approve the entire landscape policy including these additions. The following will replace the text under the former heading of **Bird Feeder**.

Policy regarding feeding of wildlife in CHOA Neighborhoods (May 14, 2014):

- **Feeding of wild animals, for example, geese, ducks, squirrels, and deer in all areas outside your home, including your courtyard, is prohibited.**
- *Birds may **only** be fed inside a homeowner's courtyard with a feeder hung above the ground.*
- *Homeowners should only use cracked birdseed or a seed mixture called No Waste[®].*
- *Homeowners **may feed** hummingbirds inside their courtyard and in common areas outside of the courtyard with a liquid feeder hung above the ground.*
- *Offenders of the above policy will be given one oral warning. Subsequent offenses will be enforced in accordance with CHOA's Enforcement Resolution 2013-002.*
- *A fine of \$25.00 could be issued.*

Motion was seconded and approved.

The meeting was adjourned at 11:36 a.m.

Charbonneau Homeowners Association Board Meeting Minutes, June 11, 2014

The regular monthly meeting of the Charbonneau Homeowners Association (CHOA) Board of Directors was called to order at 10:05 a.m. by President Bill Steele at Recreation Hall C, Wilsonville, Oregon.

Board Members Present:

CHOA's Monthly and Annual Meeting Minutes from January 2004 to present

Bill Steele, Chuck Robertson, Rosemary Ricken, Jerry Ricken, Tom Pyle, Mike Tewell, Ron Reiter, and Ralph Martin

Property Manager: Steve Chinn

CHOA Board meeting minutes from May 14, 2014, were approved.

Treasurer's Report: Chuck Robertson

The Financial and Treasurer Reports for May are on file. The current balance in the reserve account is \$161,939. An amount of \$4,076 was mistakenly added to the reserve at the end of 2013, which was budgeted for E Pool patio. The work was not completed until 2014, which was paid for from the landscape expense budget. If landscape need these funds, we will use reserve funds.

Old Business:

The construction of the addition to the Rec Hall has been held up again because of the City of Wilsonville, requiring us to modify the foundation. It is anticipated we will still complete the addition by the middle of July.

New Business:

The Secretary needs to keep permanent, hard copies of the minutes. The written minutes need to be placed in a binder for each year and stored in Rec Hall C records area.

Management and maintenance of Rec Hall has been the responsibility of the Pool Chairman. We will change the title to Rec Hall Manager with Rosemary Ricken, Manager, in charge of the management of the Hall. She will be responsible for the scheduling of the Hall (along with Tom Pyle and Steve Chinn), rewriting the rules for the center, and taking care for scheduling maintenance.

Janet Moore has been appointed "Captain" of Disaster Preparation for our CHOA area. She will find a team leader for A & B areas and will coordinate with Ty Kuhns and Mike Tewell. Janet will report to the CHOA President.

A homeowner questioned our policy for cleaning gutters, and claimed that his gutters were not cleaned this year. It was determined his gutters had been cleaned. (Our contractor inspected on his own time and no cost to CHOA, and found the gutters "completely clean") The homeowner was informed of the status and was not aware that we **do not clean downspouts**.

Bill expressed a need for CHOA to provide information to homeowners when we provide services — we should take advantage of notifying homeowners of the services we provide.

Meeting adjourned at 11:15 a.m.

Charbonneau Homeowners Association Board Meeting Minutes, July 9, 2014

The regular monthly meeting of the Charbonneau Homeowners Association (CHOA) Board of Directors was called to order at 10:00 a.m. by President Bill Steele at Recreation Hall C, Wilsonville, Oregon.

CHOA's Monthly and Annual Meeting Minutes from January 2004 to present

Board Members Present:

Bill Steele, Chuck Robertson, Mike Tewell, Ron Reiter, Ralph Martin and Ty Kuhns.

Guests: Janet Moore, Gordon Dickey

Property Manager, Steve Chinn was present.

CHOA Board meeting minutes from June 11, 2014, were approved.

Treasurer's Report: Chuck Robertson

The Financial and Treasurer's Reports for June are on file. The current balance in the reserve account is \$169,644.00.

Old Business:

The **measuring of our homes** should be complete by the end of the year. This measurement will assist in billing our homeowners the correct amount for home painting.

There was a **Motion** to approve payment of up to \$8,500 to MCE Company for the measurements of the homes in CHOA. Seconded and approved.

We have the opportunity to sign a new painting contract that would guarantee an increase lower than a CPI of 2.5% yearly. If we sign the painting contract now, we will be guaranteed a reduced rate for the entire 7 years.

There was a **Motion** to authorize Ron Reiter and Bill Steele to sign a contract with Verhaalen Painters to lock in a guaranteed rate. Seconded and approved.

Roberts rules "recommends" having Motions in writing. It is not a requirement. Bill made an executive decision that if a motion comes up during a meeting and is not in writing, a motion can still be made and voted on.

CHOA **Disaster Preparedness** captain is Janet Moore. Rec Hall C is the headquarters for all of CHOA emergency services. Janet will prepare a list of items that will be needed for Rec Hall C to have on hand in case of an emergency. Items to be considered are: A generator, wheel chairs, cots, blankets, defibrillator and radios for each team leader to carry. She will be submitting a budget to our treasurer.

Gordon Dickey brought three items of concern about his neighborhood to the board. All items were addressed.

Tom Pyle has resigned his position on the Board, effective as soon as he can train his replacement, or September 30, whichever comes first. A replacement has not been appointed.

The board submitted some recommendations to the Executive Committee for consideration.

A **Walking Path** on the back side of Fairway drive was discussed. It will be considered at a future date.

CHOA's Monthly and Annual Meeting Minutes from January 2004 to present

Geese Guys are still being paid from CHOA, \$60 a week to mitigate the geese problem in our neighborhoods. A motion was made to continue to pay for the Geese Guys services to the end of the year. It was seconded and approved.

Chuck asked each board member if they would prefer to have received a complete manual when they took over a board position, or just the page of their position. It was decided to only give the page of the position to the new board member. The complete manual is available from the Communications Chairman, or on line.

Pool Committee: Mike Tewell

The pool chairman will need to set up a meeting with the pool monitors. Steve will arrange the meeting.

A preliminary budget for Rec Hall C was proposed to the treasurer. It still needs to include items for the next few years. It needs to be completed prior to next meeting. Steve will arrange a meeting with the Rec Hall C Manager and the treasurer.

Architecture Committee: Ron Reiter

The new Rec Hall C addition is waiting for the roof to be installed. Some items that will fall under the architecture budget are: Gutter cleaning, Power washing of the guest parking, and repair of any sidewalks.

Welcoming and Security Committee: Ty Kuhns

Ty reported that there were three new residences in CHOA area. All were contacted.

Finance: Chuck requested that all estimates for capital reserves be provided to him ASAP.

The meeting was adjourned at 11:56 am.

Charbonneau Homeowners Association Board Meeting Minutes, August 13, 2014

The regular monthly meeting of the Charbonneau Homeowners Association (CHOA) Board of Directors was called to order at 10:00 a.m. by President Bill Steele at Recreation Hall C, Wilsonville, Oregon.

Board Members Present:

Bill Steele, , Mike Tewell, Ron Reiter, Ralph Martin, Ty Kuhns, Jan Landis

Advisory Committee Present:

Maureen Yates-Running

Property Manager, Steve Chinn was absent.

CHOA Board meeting minutes from July 9, 2014, were approved.

Treasurer's Report: (given by Bill per paper documentation)

CHOA's Monthly and Annual Meeting Minutes from January 2004 to present

The Financial and Treasurer Reports for July are on file. The current balance in the reserve account is \$170,225.00. The overdue and delinquent accounts were reviewed - Bill will get more information on the property that is in foreclosure.

Old Business:

Painting

The measuring of our homes should be complete by the end of October. This measurement will assist in billing our homeowners the correct amount for home painting. Update: "Auditing" the measuring of houses will be accomplished by late September.

Geese Guys

Are still being paid from CHOA, \$60 a week to remove the Geese problem in our neighborhoods, the fee to be reduced during the summer months. Bill read the report of what other HOA's are paying. HOA members need to be reminded about how the feeding of wildlife contribute to the problem of geese, etc.

New Business:

Landscape: Ralph Martin

Walking path on the back side of Fairway drive was discussed. It will be considered at a future date. Ralph reported, he is doing a survey of those affected by the addition of the path. Only one dissenter so far reason: privacy concerns. Will be landscaping to help privacy. Eventual plan for walking path all around of Charbonneau to help with alternatives to walkers on cart paths and streets.

Pool Committee: Mike Tewell

Pools C and F & G are now converted to the salt system which creates a natural chlorine, – The natural chlorine eliminates the need for storage of chlorine and it is easier on equipment and the human body. Spa at A Pool continues to require expensive repairs.

Mike and Steve met with the pool monitors (except A pool) to review the "guidelines" of how to supervise the utilization of the pools by residents.

Architecture Committee: Ron Reiter

The Rec Hall C construction of the storage addition is nearing completion, with the roof being installed presently, and the installation of the doors soon. Need prices on the replacement of the damaged concrete, estimated at \$11 per square foot. Budget for other improvements will be considered during the budget process.

Additional discussion: We need to determine how (or if) usage of the Rec Hall authorizes utilization of the adjacent pool. For instance can someone reserve the pool and the building for use. What should this look like?

Welcoming and Security Committee: Ty Kuhns

Ty reported that there were three new residences in CHOA area. All were contacted. 7 new residents in the HOA-Resident Contact Information Form given to Jan Landis to that Database could be updated

CHOA's Monthly and Annual Meeting Minutes from January 2004 to present

The meeting was adjourned at 1100 a.m.

Charbonneau Homeowners Association Board Meeting Minutes, September 13, 2014

The regular monthly meeting of the Charbonneau Homeowners Association (CHOA) Board of Directors was called to order at 10:02 a.m. by President Bill Steele at Recreation Hall C, Wilsonville, Oregon.

Board Members Present:

Bill Steele, Ron Reiter, Ralph Martin, Jerry Ricken, Rosemary Ricken, Ty Kuhns, Chuck Robertson,

Advisory Committee Present:

Property Manager, Steve Chinn

Minutes CHOA Board meeting from August 13, 2014, were approved.

Treasurer's Report: Chuck Robertson

The Financial and Treasurer Reports for August are on file. The current balance in the reserve account is \$167,990.00. Planning for the 2015 Budget and how to manage resources was discussed.

Old Business:

Geese Guys: The cost needs to be more defined. We have been paying \$240 a month. Bill will follow up and find out what the other Homeowners Associations are paying, and what it will cost us in the future. Bill will report back next meeting.

Painting Update: Ron, Bill, Chuck and Steve will continue to audit the painting measurements of homes. Measuring will be complete by the end of October or the beginning of November.

New Business:

A Motion-Bill Steele:

"I move that Jan Landis be appointed as a Director to the CHOA Board of Directors, effective September 5, 2014. Jan will assume the responsibilities as the Director of Communications." It was seconded and approved as corrected.

Welcoming and Security Committee:

There was a discussion on the cart path usages during daytime hours. The discussion was prompted by letters from homeowners. An email should go out to all homeowners reminding them usage of the course and cart path is closed to non-golfers between 7am and dusk. All new homeowners have been contacted.

CHOA's Monthly and Annual Meeting Minutes from January 2004 to present

Landscape: Ralph Martin

Jerry Ricken reported that the Landscaping budget may exceed the 2014 budget. Last year a project was funded but not completed until 2014. At the end of the year, Landscaping had an overage of \$7,000. It was returned to the reserve fund. The project was completed and funds were taken from this year's budget. Landscaping may need some of that money to stay under budget in 2014. The water bill is running over from last year due to a hot dry summer. Some funds may need to be redirected to make budget this year.

Pool Committee:

Pools may stay open until the middle of September if the weather stays warm. The lights around pool B and F & G the underground cable have failed. The board has decided to replace them with low voltage lights that require less depth of wiring.

Architecture Committee: Ron Reiter

The shed is almost completed we are within in the \$18,000 allotted for the project. There is a proposal to replace the concrete around the shed. The cost is \$10,138 minus the \$1,000 charge back from builder. Garron Grounds will do the work and save cost of concrete. About \$8,000 is the final cost. There is about \$3,000 from walkways that have not been spent. The balance to come out of next year's concrete and walkway repair budget.

Rec hall "C" will paint the existing lights instead of replacing them. This project will happen after pools are closed.

The meeting was adjourned at 12:15pm.

Charbonneau Homeowners Association Board Meeting Minutes, October 8, 2014

The regular monthly meeting of the Charbonneau Homeowners Association (CHOA) Board of Directors was called to order at 10:01 a.m. by President Bill Steele at Recreation Hall C, Wilsonville, Oregon.

Board Members Present:

Bill Steele, Ron Reiter, Ralph Martin, Jerry Ricken, Rosemary Ricken, Ty Kuhns, Chuck Robertson, Jan Landis and Mike Tewell.

Advisory Committee Present:

Property Manager, Steve Chinn

Minutes CHOA Board meeting from August 13, 2014, were approved.

Treasurer's Report: Chuck Robertson

The Financial and Treasurer Reports for September are on file. The current balance in the reserve account is \$155,793. We are way above the 70% requirement for homeowner associations to have in reserve.

Old Business:

CHOA's Monthly and Annual Meeting Minutes from January 2004 to present

Geese Guys:

We have been paying \$240 a month. Homeowners want the CCC to pay 50% of the cost. Bill will work on getting us answers as to the cost ongoing. He will report by the next meeting.

Painting Update:

The measurements must be completed by the end of October.

New Business:

The 2015 operating budget will need to be filled out by all committees by October 22, 2014 and returned to Chuck Robertson, Treasurer.

Disaster Preparations meeting with Rich Wold on September 25th had a good turnout. The Board is continuing to assess what supplies are needed to be stored at Rec Hall "C" in the event of a disaster. Janet Moore and Mile Tewell are heading the committee.

Welcoming and Security Committee: Ty Kuhns

All the new homeowners have been contacted.

Landscape: Ralph Martin

The "C" Rec hall landscaping has been completed.

Pool Committee: Mike Tewell

The pools have been covered and made ready for the winter.

Architecture Committee: Ron Reiter

The items to be stored in the new addition are still pending the Board's approval. Ron will be reviewing the storage area and reporting back to the Board.

The meeting was adjourned at 11:50 am.

Charbonneau Homeowners Association Board Meeting Minutes, November 12, 2014

The regular monthly meeting of the Charbonneau Homeowners Association (CHOA) Board of Directors was called to order at 10:00 a.m. by President Bill Steele at Recreation Hall C, Wilsonville, Oregon.

Board Members Present:

Bill Steele, Ron Reiter, Ralph Martin, Jerry Ricken, Rosemary Ricken, Chuck Robertson, Jan Landis and Mike Tewell.

CHOA's Monthly and Annual Meeting Minutes from January 2004 to present

Property Manager, Steve Chinn

Minutes CHOA Board meeting from October 8, 2014, were approved.

Treasurer's Report: Chuck Robertson

The Financial and Treasurer Reports for October are on file. The current balance in the reserve account is \$154,048.

Old Business:

Geese Guys:

Bill will get more information regarding our part in funding the Geese Guys service. Bill will report at the next meeting.

Christmas Party:

The Party will be held at the Charbonneau Club House on Thursday the 11th of December starting at 6pm. Bring Appetizers and a gift/cash to donate to the Community Transitional School. Desert will be furnished. BYOB

New Business: Painting Update

Motion:

- a. CHOA Board of Directors accepts the contracted measurements as accurate and to be used for the purpose of calculating future billing charges for painting costs. Authorize the required adjustments to the First Amendment of the Declaration of Trust and the following policies:
- b. Any homeowner may challenge the accuracy of measurements for their property (including home, garage, fences, etc.). They must first pay a fee of \$100.00.
 - a. If the review of our current documented measurement is within 10%, the homeowner will forfeit his \$100.00 and no trust fund payment adjustments.
 - b. If the reviewed measurement is in error in excess of 10%, the \$100.00 fee will be refunded and appropriate adjustments will be made to the trust fund.
 - c. Any adjustments will impact both (1) the painting billing, and (2) the monthly charges to the individual's monthly paint trust payment.

Note: Adjustments will be time sensitive.

- a. We can adjust contributions to the individual's monthly trust payment within 30 days.
- b. Challenges to paint billing/measurements must occur prior to March 1 of the year of the billing (Once every 7 years). No refunds will be made resulting from measuring errors that were not submitted prior to this deadline.
- c. No relief from timely payment will be given to painting invoices even if a timely challenge is being processed. If appropriate, a refund will be made.
- d. The CHOA Board or its assignee will rule on all challenges after the re-measurements are submitted. If an individual remains unsatisfied that may schedule a personal presentation at a regularly scheduled board meeting.

The motion was seconded and approved.

Motion: The budget for 2015 motion was presented.

CHOA's Monthly and Annual Meeting Minutes from January 2004 to present

1. That the Board approves the proposed operating budget for 2015 (attached). This budget includes an increase to the 2014 budget of just less than 3% (\$6.00 per month per home). Local CPI for housing is 3% year-to-date for 2014.
2. That the Board approves adjustment to individual contribution to their paint trust in proportion to the new paint measurements. The adjustments will reflect our contracted painting costs for the next paint cycle, but calculated over a 7 year period.
3. That the trust fund payments be increased by the CPI each year beginning the year following the next painting.

Motion was seconded and approved

Motion:

Motion was made to appoint Mike Tewell as of Vice President of CHOA .

Motion seconded and approved.

Communication: Jan Landis

Jan shared some of the articles that will be appearing on the CHOA web site. Her effort to get information to our members is well appreciated.

Pool Committee: Mike Tewell

Disaster Preparedness committee has ordered the generator that will be stored in the new storage area at Rec Hall C.

Architecture Committee: Ron Reiter

Ron had the board determine the approx. area needed to store the remaining items in the new storage area.

The meeting was adjourned at 11:50 am.

Charbonneau Homeowners Association Board Meeting Minutes, January 14,2015

The regular monthly meeting of the Charbonneau Homeowners Association (CHOA) Board of Directors was called to order at 10:00 a.m. by President Bill Steele at Recreation Hall C, Wilsonville, Oregon.

Board Members Present:

Bill Steele, Jerry Ricken, Chuck Robertson, Jan Landis, Mike Tewell, Ty Kuhns.

Property Manager, Steve Chinn

Minutes CHOA Board meeting from November 12, 2014 were approved without corrections.

CHOA's Monthly and Annual Meeting Minutes from January 2004 to present

Bill Steele, Chuck Robertson, Ann Higgins, and Mike Tewell are authorized to be signers for CHOA checking.

Treasurer's Report: Chuck Robertson

The Financial and Treasurer Reports for December are on file. The current balance in the reserve account is \$160,275.00.

Old Business:

Bill reported the golf course will retain Geese Guys, and CHOA will continue funding them at \$240 a month. The golf course is in the process of getting other homeowner associations to help fund this project.

New Business:

CHOA will be purchasing one new salt system for the E pool. All pools will now be salt water. We will be buying two small salt systems for spas.

Landscape: Jerry Ricken

Jerry Ricken reported that the landscape committee had a meeting with the golf course president Dale Owen and Chis Bensel. They discussed issues regarding water, golf paths and trees. He reported that F and G pool will be re-landscaped and all pools will be receiving Palm Tree in the spring 2015.

Communication: Jan Landis

Jan is working with the Charbonneau newspaper, The Villager, to include a section for CHOA information.

The meeting was adjourned at 11:10 am.

Charbonneau Homeowners Association Board Meeting Minutes, February 11, 2015

The regular monthly meeting of the Charbonneau Homeowners Association (CHOA) Board of Directors was called to order at 10:00 a.m. by President Bill Steele at Recreation Hall C, Wilsonville, Oregon.

Board Members Present:

Bill Steele, Jerry Ricken, Chuck Robertson, Jan Landis, Mike Tewell, Ty Kuhns, Ron Rieter.

Property Manager, Steve Chinn

Guest: Janet Moore

Minutes CHOA Board meeting from January 14, 2015 were approved as presented.

Treasurer's Report: Chuck Robertson

The Financial and Treasurer Reports for December are on file. The current balance in the reserve account is \$164.843.

CHOA's Monthly and Annual Meeting Minutes from January 2004 to present

There was a discussion regarding charging an account overdue fee for accounts over 90 days past due.

Old Business:

CCC and Golf Club will be paying the cost of the Geese Guys services.

New Business:

CCC is allowing pavers in the driveways. New Colors have been added for painting homes.

Annual meeting is scheduled for April 27, 2015. It will be at the Charbonneau Club House.

Landscape: Jerry Ricken

Jerry's term will be up this April. Ralph will be continuing on as Landscape committee.

Communication: Jan Landis

Jan will be working on the power point for the annual meeting.

The meeting was adjourned at 11:22am

There was no meeting in March 2015

Charbonneau Homeowners Association Board Meeting Minutes, April 8, 2015

The regular monthly meeting of the Charbonneau Homeowners Association (CHOA) Board of Directors was called to order at 10:00 a.m. by President Bill Steele Charbonneau Country Club, Wilsonville, Oregon.

Board Members Present:

Bill Steele, Jerry Ricken, Chuck Robertson, Jan Landis, Mike Tewell, Ty Kuhns, Ron Rieter, Rosemary Ricken, Ralph Martin.

Property Manager, Steve Chinn

Minutes CHOA Board meeting from February 11, 2015 were approved as presented.

Treasurer's Report: Chuck Robertson

The Financial and Treasurer Reports for December are on file. The current balance in the reserve account is \$165,152

There was a discussion regarding accounts over 90 days past due being turned over to our attorney for collections. All agreed this was the best option.

CHOA's Monthly and Annual Meeting Minutes from January 2004 to present

New Business:

Bill shared the Robert's Rules for a small board meetings.

Steve reviewed some of our options regarding our present alarm company. (Wilsonville Alarm). He will report more information at our next Board meeting.

Landscape: Ralph Martin

The plan is to put palm trees at each pool by the time they are ready to open.

Communication: Jan Landis

Jan presented a draft of the power point for the annual meeting. The Board will review the final presentations prior to our annual meeting on Monday night April 27, 2015.

The meeting was adjourned at 11:44 am.

Charbonneau Homeowners Association Annual Meeting Minutes, April 27, 2015

The annual meeting, of the Charbonneau Homeowners Association, an Oregon non-profit corporation, was called to order at 7:00 PM, by the president, Bill Steele, at the Charbonneau Country Club.

Board of Directors:

Bill Steele, President

Chuck Robertson, Finance

Rosemary Ricken, Secretary

Jan Landis, Communications

Ron Reiter, Architectural

Mike Tewell, Pools

Ralph Martin, Landscape

Ty Kuhns, Welcoming and Security

Staff:

Steve Chinn, Property Manger

Ann Higgins, Bookkeeper/Accountant

Services:

Ken Bartus, Garron Grounds

Jay Puppo, State Farm Insurance

Minutes of 2014 Annual Meeting: The copies of the 2014 annual meeting were available on each table. The minutes were read and approved.

CHOA's Monthly and Annual Meeting Minutes from January 2004 to present

Treasurer's Report: 2015

Financial reports for 2014 were provided at each table. Chuck explained the operating expenses and how your dues dollars are spent. A portion of the dues goes into an account to help pay your painting costs.

A motion was proposed by Chuck Robertson:

"I move that any excess membership income over membership expenses for the year ending December 31, 2014, shall be applied against the subsequent tax year member assessment as provided by IRS Revenue Ruling 70-604."

The motion was seconded and approved.

Updates and Accomplishments:

Salt water is now completed in E pool. Air Condition was completed in Rec Hall C.

An additional storage area was added to store pool furniture in the winter and disaster preparedness items.

Our donation to the Community Transitional School was well received. The Christmas Party 2014 had 75 in attendance and we raised \$800 plus many unwrapped gifts.

Disaster Preparedness:

During a disaster, safety and security will likely depend on neighborhoods that can respond to fire, injuries, and leaking natural gas. CHOA has a Disaster Preparation Committee with Janet Moore as the director. Committee leaders are: Betsy Knudson, Areas A&B; Ty Kuhns, Areas C&E, and Mike Tewell, Areas F&G.

Homeowner Open Forum was presented with member participation.

Election of Board Members:

Linda Patch, Jan Landis and Ty Khuns were elected to the board by vote of the homeowners.

Our Christmas Party will be December 10th at 6pm in the Country Club dining room.

[There was no meeting in May 2015](#)

Charbonneau Homeowners Association Board Meeting Minutes, June 10, 2015

The regular monthly meeting of the Charbonneau Homeowners Association (CHOA) Board of Directors was called to order at 10:00 a.m. by President Bill Steele at Rec Hall C, Wilsonville, Oregon.

Board Members Present:

Bill Steele, Chuck Robertson, Mike Tewell, Ty Kuhns, Ron Reiter, Rosemary Ricken, and Ralph Martin

Guest: Arnold Larsen

CHOA's Monthly and Annual Meeting Minutes from January 2004 to present

Minutes CHOA Board meeting from May 13, 2015 was approved as presented.

The Annual Meeting Minutes from April 2015 was approved as presented.

Treasurer's Report: Chuck Robertson

The Financial and Treasurer Reports for May are on file. The current balance in the reserve account is \$147,708.46.

New Business:

Homeowner insurance increase was discussed. The Board will continue to investigate other insurance company's rates. The board has not yet found a company that will insure our Homeowners Association for a lower cost with the same benefits.

The Country Club wanted each Homeowner Associations to install one waste station. It would not be beneficial since our Association covers a large area.

It was the board decision not to install one.

It was recommended that each board member review our CCR's. Chuck brought to the Board's attention that there is no requirement for the Association to cover Earthquake insurance. We will discuss further at the next meeting.

Welcoming and Security: Ty Khuns

Ty informed us that 4 new residences were contacted last month.

Architecture: Ron Reiter

The committee is looking at the soot on the outside of some fireplaces. There will be more discussion at the next meeting.

Communication: Jan Landis

The Board is grateful for the job that Jan is doing on communication.

Landscape: Ralph Martin

Palm trees have been planted at each pool location. Flower beds have been updated in some areas. Pruning has started in most areas.

Charbonneau Homeowners Association Board Meeting Minutes, July 8, 2015

The regular monthly meeting of the Charbonneau Homeowners Association (CHOA) Board of Directors was called to order at 10:00 a.m. by President Bill Steele at Rec Hall C, Wilsonville, Oregon.

Board Members Present:

Bill Steele, Chuck Robertson, Mike Tewell, Jan Landis, Ron Reiter, Rosemary Ricken, Linda Patch, and Ralph Martin

Property Manager: Steve Chinn

Minutes CHOA Board meeting from June 10, 2015 was approved as presented.

Treasurer's Report: Chuck Robertson

CHOA's Monthly and Annual Meeting Minutes from January 2004 to present

The Financial and Treasurer Reports for June are on file. The current balance in the reserve account is \$150,766.35.

Old Business:

American Family Insurance is in the process of presenting a quote for our Homeowner Association. We will have more information at our next meeting.

Architecture: Ron Reiter

The committee is looking at the cost of replacing our mail boxes. Chuck shared that some of our 2015 budget has already exceeded its projection. There will be more discussion at the next meeting.

Communication: Jan Landis

Jan has asked that our board members put together some information about themselves that can be shared with our homeowners. She has received some member's information already. She hopes to add this to our web news.

Landscape: Ralph Martin

The water for landscaping in some areas has been turned off until the water company flushes out the clogged pipes. The water company has been working diligently to get this problem fixed.

Pools: Mike Tewell

Steve reported that some pool restrooms have overflowed. Steve is looking into the cost to replace the toilets in all of the bathrooms. He will report the information at the next meeting.

Charbonneau Homeowners Association Board Meeting Minutes, August 12, 2015

The regular monthly meeting of the Charbonneau Homeowners Association (CHOA) Board of Directors was called to order at 10:02 a.m. by Vice President Chuck Robertson, at Rec Hall C, Wilsonville, Oregon.

Board Members Present:

Chuck Robertson, Mike Tewell, Jan Landis, Ron Reiter, Rosemary Ricken, Ty Kuhn, Linda Patch, and Ralph Martin

Property Manager: Steve Chinn

Minutes CHOA Board meeting from July 8, 2015 was corrected to read "American Family Insurance is in the process of **preparing** a quote for our Homeowner Association." The minutes were approved as corrected.

Treasurer's Report: Chuck Robertson

The Financial and Treasurer Reports for July are on file. The current balance in the reserve account is \$155,758.00. We are using a spread sheet to forecast funds need for future projects.

Architecture: Ron Reiter

The committee is looking into what the cost would be to replace some mail boxes. Chuck shared that some of our 2015 budget has already exceeded its projection. There will be more discussion at the next meeting.

CHOA's Monthly and Annual Meeting Minutes from January 2004 to present

Communication: Jan Landis

Jan will have Elaine edit the CHOA website to explain that the purpose of CHOA online Website is to ensure clear, open and transparent communications between Homeowners, the Board, and the Management Company in matters of relevance and importance to the community and its governance. This website space is not for classified or advertising use.

Landscape: Ralph Martin

We will continue to back flush our filters for the rest of the watering season.

New Business:

There was a meeting of the Community Outreach of Clackamas County regarding Earthquake preparedness. They were impressed that our community was further than most communities. We are still in the process of reaching out to our new homeowners.

Homeowners should be notified when their trust fund for painting is excess of cost.

Charbonneau Homeowners Association Board Meeting Minutes, September 9, 2015

The regular monthly meeting of the Charbonneau Homeowners Association (CHOA) Board of Directors was called to order at 10:01 a.m. by Bill Steele, at Rec Hall C, Wilsonville, Oregon.

Board Members Present:

Bill Steele, Chuck Robertson, Mike Tewell, Ron Reiter, Rosemary Ricken, Ty Kuhn, Linda Patch, and Ralph Martin

Property Manager: Steve Chinn

Minutes CHOA Board meeting from August 12, 2015 was corrected to read: "The meeting was called to order by the **Treasurer** Chuck Robertson". The minutes were approved as corrected.

Treasurer's Report: Chuck Robertson

The Financial and Treasurer Reports for August are on file. The current balance in the reserve account is \$156,219.06. We went over the budget year to date.

We continue to work with our attorney to get our past due accounts up to date. We will require our attorneys to make better arrangements for collections.

Old Business:

Chuck Robertson reported that American Family Insurance is still preparing a quote for our Association that include earthquake insurance. When it is completed, they will present it to our Board.

New Business:

There was a meeting at the Club house last week to help get Homeowner Association up to speed on disaster preparedness. Our Homeowner Association is ahead of most Associations.

Successions Plan:

CHOA's Monthly and Annual Meeting Minutes from January 2004 to present

Our President's term will be up next year. We need to recruit homeowners to be candidates to replace our board members that have their terms coming to an end. **There is an opening for an assistant financial position that we need to fill as soon as possible. Our treasure will need a replacement by 2017.**

Bill handed out Robert's Rules for small boards.

A **motion** that we accept the Roberts Rules for small boards was proposed. Seconded and approved.

Charbonneau Homeowners Association Board Meeting Minutes, October 14, 2015

The regular monthly meeting of the Charbonneau Homeowners Association (CHOA) Board of Directors was called to order at 10:00 a.m. by Bill Steele, at Rec Hall C, Wilsonville, Oregon.

Board Members Present:

Bill Steele, Chuck Robertson, Mike Tewell, Ron Reiter, Rosemary Ricken, Ty Kuhn, Linda Patch, and Ralph Martin

Property Manager: Steve Chinn

Guest Speakers: Trish Barclay, Ricka Hamilton from American Family Insurance.

Representatives from American Family presented the plan and quote for Charbonneau Homeowners Association area.

The information and plan amount was explained. Questions were asked from the board and answered from the representative.

We are waiting for the policy that State Farm will present before any decisions to change companies are made.

Minutes CHOA Board meeting from September 9, 2015 was approved as presented.

Treasurer's Report: Chuck Robertson

The Financial and Treasurer Reports for August are on file. The current balance in the reserve account is \$152,461.73.

Old Business: N/A

New Business:

The 2016 budget was requested to be sent to Chuck by next week.

CHOA is continuing to prepare for the possibility of a disaster. The radio communication was tested on 10-10-15. The disaster test was used to be sure we had communication with the club house and other homeowner associations. It was reported that the test was a success.

Our board President's possession will be vacated next year and we need to have a successor. We need to be sure we have posted this to all homeowners. Jan will be asked to put the posting on the web site. All applicants will be reviewed by board members before electing a replacement.

The back door to Rec Hall C was reported to be left open again. This was not the first time it was left open or unlocked. The groups that have been using the room will be notified. Any one requesting the room will be notified that the door must be checked prior to leaving.

CHOA's Monthly and Annual Meeting Minutes from January 2004 to present

Property Manager, employees and Board members are asked to randomly check the door when in the area.

There were no committee reports.

There was no meeting in November 2015

Charbonneau Homeowners Association Board Meeting Minutes, December 9, 2015

The regular monthly meeting of the Charbonneau Homeowners Association (CHOA) Board of Directors was called to order at 10:00 a.m. by Bill Steele, at Rec Hall C, Wilsonville, Oregon.

Board Members Present:

Bill Steele, Chuck Robertson, Ron Reiter, Rosemary Ricken, Ty Kuhn, Mike Twell, and Jan Landis.

Property Manager: Steve Chinn

Minutes CHOA Board meeting from October 14, 2015 meeting was approved as presented.

Treasurer's Report: Chuck Robertson

The Financial and Treasurer Reports for November are on file. The current balance in the reserve account is \$ 157,451.00.

Because there was no meeting in November the operating budget for 2016 was approved by email.

Old Business: N/A

New Business:

A motion was presented to transfer excess operating budget 2015, \$2,500 going to the bad debit account and balance going to the reserve account.

Seconded and approved.

A motion to approve 2016 budget as corrected. Second and approved.

CHOA's fire and earthquake insurance will continued to be covered by State Farm Insurance. Lower risk in the long term was presented and the decision was to stay with State Farm.

A motion was presented to continue with State Farm Insurance. All approved with one dissention.

An issue was presented to the board from a homeowner regarding golf balls hitting parked cars. State Farm insurance position is that it is the homeowner's responsibility.

We are still in need of Homeowners that are willing to serve on the board. We have some member's terms that are expiring soon.

Christmas dinner is tomorrow at 6pm. Homeowners are asked to bring a present to donate to the Community Transitional School.

CHOA's Monthly and Annual Meeting Minutes from January 2004 to present

Committee Reports:

The topic of parking on the street was brought to the board's attention. The City of Wilsonville requires 20 feet access for emergency vehicles. As homeowners we must talk to our neighbors that have vehicles parked on the street. This includes any repair or construction vehicles. They must apply for a parking permit if they will be in guest parking for any length of time. It was decided further discussion by the board was needed about this topic.

The city will be replacing some water pipes. They will be starting on Boones Bend. The city has project plans to see when areas will be worked on. The plans are available. Call property manager for more information.

Mail box painting will be started as soon as we have some dry days. Neighborhood A will be the first area painted.

There were no committee reports.

Charbonneau Homeowners Association Board Meeting Minutes, January 13, 2016

The regular monthly meeting of the Charbonneau Homeowners Association (CHOA) Board of Directors was called to order at 10:00 a.m. by Bill Steele, at Rec Hall C, Wilsonville, Oregon.

Board Members Present:

Bill Steele, Chuck Robertson, Ron Reiter, Rosemary Ricken, Ty Kuhns, Mike Tewell, and Jan Landis.

Property Manager: Steve Chinn

Minutes CHOA Board meeting from December 10, 2016 meeting was approved as corrected.

Treasurer's Report: Chuck Robertson

The Financial and Treasurer Reports for December are on file. The current balance in the reserve account is \$ 171,003.00.

2016 budget is completed and will be discussed at the next meeting.

Old Business:

Jan presented a postcard to use when new residents move to the CHOA area. It will have names and phone numbers to call for any issues that may arise. It also gives the web site for CHOA. The Board approved it with a few corrections.

The policy and procedures issues of successions were discussed. The final voting results shall be given to the President for announcement during the annual meeting.

New Business:

CHOA's Monthly and Annual Meeting Minutes from January 2004 to present

The CHOA Christmas dinner had 70-85 people in attendance. The cash donation this year was \$760. Last year's donations were \$431. We had a \$500 check donation from one homeowner. We had 45-50 gifts delivered to the Transitional School from CHOA homeowners. The school sent back a card thanking us for the donations. Thanks to all that helped make the party a success.

Committees: Ron Reiter

The architecture committee reported information from the annual architecture meeting at CCC. Some of the issues that were discussed:

1. The number of colors for the painting of homes has increased from 24 to 28 for Charbonneau residents.
2. Most of the Charbonneau homeowners Associations are on private roads and can create their own rules for Parking. All of CHOA roads are city owned.
3. Some concerns were brought up about the landscaping. It seems too many grass areas had dried out this summer. It was up to the homeowners to decide if the cost of watering was the issue for their Homeowner Association or Golf Club.

Steve researched some companies that can clean the black off the chimneys, inspect them and use a sealant. This will be the homeowner's responsibility to cover the cost. The board will post this issue on the web site and notify the homeowners that need to have their chimneys cleaned.

There was a discussion about the cost of replacing mail boxes or maybe condensing them. Some of them have never been replaced, and some only have 1 or 2 residents in them. Steve is researching some companies that sell mailboxes. The cost may have to be shared with the homeowners. We need to check with the post office before have any further discussion. We will report on this by the next meeting.

Charbonneau Homeowners Association Board Meeting Minutes, February 10, 2016

The regular monthly meeting of the Charbonneau Homeowners Association (CHOA) Board of Directors was called to order at 10:00 a.m. by Bill Steele, at Rec Hall C, Wilsonville, Oregon.

Board Members Present:

Bill Steele, Chuck Robertson, Rosemary Ricken, Ty Kuhns, Mike Tewell, and Jan Landis.

Property Manager: Steve Chinn

Minutes CHOA Board meeting from January 13, 2016 meeting was approved as corrected.

Treasurer's Report: Chuck Robertson

The Financial and Treasurer Reports for January are on file. The current balance in the reserve account is \$ 169,723.00

Old Business: The applicants for new Board members need to be submitted to CHOA by March 1st. The President will appoint a nominating committee of the least three board members, the committee will recommend qualified applicants for vacant positions. CHOA members will vote for new Directors

CHOA's Monthly and Annual Meeting Minutes from January 2004 to present

at the annual meeting, Ballots will be counted by appointee(s) at the direction of the President. The final voting results shall be given to the President for announcement during the annual meeting.

New Business:

The 2016 Reserve Fund budget is still being worked on. It will be ready to present to the board at the April meeting. There will not be a meeting in March .We need at least five board members to be present. We will meet again in April.

The past due collection of CHOA homeowner dues was discussed. The current method of collecting past due homeowner dues has not been satisfactory. The executive committee will discuss a way of collecting the funds with the attorney's advice. It will be presented to the board at the next meeting.

The golf course sale/development was discussed. The golf course board voted to approve the sale. Any further discussing should be directed to the golf board.

Committees: Architecture Report:

The replacement and cleaning of current mailboxes was discussed. The board may decide to replace a few mail boxes each year, starting with the oldest and most in need of replacement. More information will be available at the next meeting.

There was a discussion concerning the need of some chimney's in the CHOA to be cleaned. Jan will have an article in the CHOA on line informing homeowners to examine their chimney's to see if they need to be cleaned. There are a few chimneys identified in the CHOA area that are in need of cleaning.

There was no other business, Bill Steele adjourn the meeting at 11:45 am.

There was no meeting in March 2016

CHOA MINUTES OF Annual MEETING April 25, 2016

The annual meeting, of the Charbonneau Homeowners Association, an Oregon non-profit corporation, was called to order at 7:00 PM, by the president, Bill Steele, at the Charbonneau Country Club.

Board of Directors:
Bill Steele, President
Chuck Robertson, Finance
Rosemary Ricken, Secretary
Jan Landis, Communications
Ron Reiter, Architectural
Mike Tewell, Pools

CHOA's Monthly and Annual Meeting Minutes from January 2004 to present

Ralph Martin, Landscape
Ty Kuhns, Welcoming and Security

Staff:

Steve Chinn, Property Manger
Ann Higgins, Bookkeeper/Accountant

Services:

Ken Bartus, Garron Grounds
Jay Puppo, State Farm Insurance

Minutes of 2015 Annual Meeting: The minutes were read and a correction to the statement: "A portion of your dues also go towards insurance which is based on you home square footage", was removed.

The minutes were approved as corrected.

Treasurer's Report: 2015

Chuck Robertson, Treasure, explained how your dues dollars are spent. A portion of your dues go into an account to help pay your painting costs. A portion of your dues go to annual operating expenses. A portion goes towards long term expenses.

A motion was proposed by Chuck Robertson:

"I move that any excess membership income over membership expenses for the year ending December 31, 2015, shall be applied against the 2016 year member assessment as provided by IRS Revenue Ruling 70-604."

The motion was seconded and approved.

Updates and Accomplishments:

Some of the year's accomplishments were:

- Salt water in all pools
- All pools resurfaced completely.
- New toilets, sinks faucets, and soap dispensers.
- Pool Landscaping.
- Christmas Party with a donation to The Community Transitional School of \$810, not including unwrapped gifts.

There was a reminder regarding no street parking, by the City of Wilsonville. Guest parking should be used by guests.

Educating all CHOA homeowners, in the event of a disaster has been successful. Please contact a team leader if you would like more information.

Betsy Kundsen for area A&B.
Ty Kuhns for area C&E
Mike Twell for area F&G.

CHOA's Monthly and Annual Meeting Minutes from January 2004 to present

After 6 years in the position of President, Vice President, Secretary and Landscaping chair Bill Steele retired from the CHOA board.

Results of Election of the board: Rosemary Ricken, Ralph Martin, and Barbara Henderson were added to the board.

Following the board meeting the board created committee assignments. The following were approved by all:

Chuck Robertson as President
Mike Tewell as Vice President
Barbara Henderson for Treasurer
Rosemary Ricken as Secretary

Our annual Christmas Party will be held on December 8, 2016 at 6 PM in the CCC dining room.

Respectfully submitted, Rosemary Ricken Secretary

Charbonneau Homeowners Association Board Meeting Minutes, May 11, 2016

The regular monthly meeting of the Charbonneau Homeowners Association (CHOA) Board of Directors was called to order at 10:05 a.m. by Chuck Robertson, at Rec Hall C, Wilsonville, Oregon.

Board Members Present:

Chuck Robertson, Ron Reiter, Mike Tewell, Barbara Henderson, and Ralph Martin

Property Manager: Steve Chinn

Minutes CHOA Board meeting from April 13, 2016 meeting was approved as corrected.

Treasurer's Report: Barbara Henderson

The Financial and Treasurer Reports for April are on file. Accounts over 90 days are down from 6 to 4. Reserve monies spent YTD are \$15,000. Chuck moved that the Board approve adjustment to the 2016 Budget for Reserve Fund Expenditures for replacement of all Mailboxes, and E Pool deck resurfacing as currently scheduled. Motion passed unanimously.

Old Business:

Secretary

Patti Jones has agreed to type the CHOA minutes from recorded meetings for \$50 per meeting. Chuck agreed to this partnership, within his authority as CHOA Board President.

Painting

Half the homes have been pressure washed, prepped, and are currently being painted. We expect the rest to start being pressure washed next week, to continue the process.

CHOA's Monthly and Annual Meeting Minutes from January 2004 to present

Miley Road Planting

Garron began planting, but were stopped by City, stating they went against requirements. CHOA had Garron refill and reseed the areas. We now find that the City acted incorrectly, citing requirements for planting done over sewer lines, not storm drains. CHOA is going to ask the City to pay for the planting of 12 remaining shrubs that would correctly fill the area, due to the time and money cost to CHOA during City's incorrect halting of action. Ralph and Steve will attend the meeting with the City.

New Business:

Driveway repair request

Residents living in the three units at Boones Bend and French Prairie feel that their driveway area is common property, and therefore should be maintained by CHOA. The Board reviewed the physical location, and found the property to be the common property of only the three homes there. Chuck moved that the Board continue the policy of not repairing individual driveways, leaving the responsibility with the homeowners of such. Motion passed unanimously.

Shrubbery Replacement

There has been some confusion as to the responsible parties for tree and shrub replacements. Ralph moved to restate the existing policy as follows:

Dead shrubbery will be removed by CHOA at the home owners cost, homeowners will assume the responsibility of replacing the shrubbery. Problem trees; if removed by the homeowner, CHOA will assume the responsibility of any stump removal and new tree planting. (Homeowners to pay for any specialty tree upgrade.) Motion passed unanimously.

Annual Plants

Annual flowers are being prepped this week for planting next week. Pool planters will also go in next week.

There was no other business; Chuck Robertson adjourned the meeting at 11:01am.

Respectfully submitted:

Patricia Jones

Charbonneau Homeowners Association Board Meeting Minutes, June 8, 2016

The regular monthly meeting of the Charbonneau Homeowners Association (CHOA) Board of Directors was called to order at 10:00 a.m. by Chuck Robertson, at Rec Hall C, Wilsonville, Oregon.

Board Members Present:

CHOA's Monthly and Annual Meeting Minutes from January 2004 to present

Chuck Robertson, Ty Kuhn, Mike Twell, Barbara Henderson, Ralph Martin, and Jan Landis.

Board Members Absent:

Ron Reiter, Rosemary Ricken, and Linda Patch

Property Manager: Steve Chinn

Minutes CHOA Board meeting from May 11, 2016 meeting was approved with a correction to the list of board members who attended/were absent.

Treasurer's Report: Barbara Henderson

The Financial and Treasurer Reports for May are on file. Accounts over 90 days are down from 4 to 3, with two others in escrow. Actuals compared to Budget shows that all groups are under budget right now. Chuck moved that the Treasurer's Report be approved. Motion passed unanimously.

Old Business:

Painting

The second half of the homes being painted has been fully prepped, and has started to be painted now.

Pool Deck

The resurfacing on one pool has completed. It is recommended that the Board Members go look at it, and give their opinions.

Mailboxes

The project is a little under halfway done. A hiatus was taken, to focus on the pools. The work will begin again at the end of June/beginning of July. Steven hopes to have them done within 2 to 3 weeks after that. The Board will work as a group to get all the mail keys distributed. Jan will send an email out to the residents on the days they are to receive their keys.

Landscaping Restoration

The City of Wilsonville has agreed to fix what they destroyed. They offered their contractor, but we would prefer ours. Our contractor will submit a bid to the City. Once approved, the costs will become fixed.

New Business:

Survey

Jan recommended that a survey be sent to the homeowners, asking their preference on topics such as the new pool decking, possible signage, landscaping, and other possible topics. Survey could include pictures and examples of work already completed. Jan will put together a draft and send it to the Board for review.

Wilsonville Aquatic Center Meeting

CHOA's Monthly and Annual Meeting Minutes from January 2004 to present

The City of Wilsonville has offered to bring an informational meeting to the Charbonneau residents, to share information about the Wilsonville Aquatic Center. (The City is currently analyzing the viability of financing this.) Jan will talk to Kim, to see if she is interested in hosting this meeting for all residents at the County Club. If not, the Board will host a meeting for CHOA residents in Rec Hall C. This would be a great opportunity for residents, and local realtors, to view the new updates to the building and grounds.

State of Oregon Revised Statute (ORS)

It has been brought to our attention that the State put in an ORS stating that if you live or park by a golf course, and are hit by an errant golf ball, the golfer has no responsibility to pay for damages to person or property. For now, CHOA will continue its current policy of paying to fix any damage caused by golf balls (house windows, cars, etc.), but we cannot try to collect from the golfer. If the golfer offers restitution, we can accept it.

Trespassing in Pool areas

There has been some activity in the pool areas, where people have jumped the fence to use the pool. The Board is working to put a stop to this. If a board member or resident should see a person they do not recognize, they are encouraged to politely ask if the person is a resident. If they are not, they may politely remind the person that the pools are for residents only. If the trespasser becomes confrontational, the board member or resident should leave the area and contact Steve (if this occurs before 8:00pm), Security (if this occurs after 8:00pm), or Police if necessary. Pool rules state that children or grandchildren of residents may use the pool when visiting a homeowner; however any guests of those persons are not allowed use unless the homeowner is present.

There was no other business; Chuck Robertson adjourned the meeting at 11:45 am.

Respectfully submitted:

Patricia Jones

Charbonneau Homeowners Association Board Meeting Minutes, July 13, 2016

The regular monthly meeting of the Charbonneau Homeowners Association (CHOA) Board of Directors was called to order at 10:10 a.m. by Chuck Robertson, at Rec Hall C, Wilsonville, Oregon.

Board Members Present:

Chuck Robertson, Ty Kuhn, Mike Tewell, Barbara Henderson, Ralph Martin, Jan Landis, and Rosemary Ricken.

Board Members Absent:

Ron Reiter, and Linda Patch

Property Manager: Steve Chinn

Minutes CHOA Board meeting from June 8, 2016 meeting was approved with corrections to the Treasurer Section, the Landscaping Restoration Section, and to a typo in the ORS Section.

CHOA's Monthly and Annual Meeting Minutes from January 2004 to present

Treasurer's Report: Barbara Henderson

The Financial and Treasurer Reports for June are on file. Three accounts are 90 days or greater behind payment, and two are in Escrow. Prepaid dues are near \$40,000. Year to Date on Reserve Expenses is \$5316.

Per Chuck, the Reserve Fund Budget is usually done in August. He will work to send out a draft to each Board member, so that they may review their sections and make changes where necessary

Barbara requested to resign from the position of Treasurer, and from the CHOA Board. Chuck moved that her request be accepted with thanks and appreciation for all she has done. Motion passed unanimously. Chuck will resume the Treasurer duties for now.

Old Business:

Painting

The painting is done and final bills have been approved for payment. Per Steve, everyone he talked to was very positive about their interaction with the painting crews. Chuck moved that we continue with our previous policy of leaving each individual homeowner unit to decide whether to have their trim painted, and to what extent. This would be at no extra cost, and is as per our current bid with the painter. Motion passed unanimously.

Mailboxes

Steve has six mailboxes ready for installation. We can't install them until Donna from the Post Office is available. Steve will continue to work with Donna to find a time. Steve will keep Jan updated so that she can send an alert to each group of homeowners impacted when the keys get changed out.

Survey

Jan is awaiting Board approval of her list of possible survey questions. She is also going to take pictures of the areas of each topic. (Pools before/after, etc.) Jan will add a question about attending or joining the Board, or a special project committee. (ex: Disaster Preparedness)

Wilsonville Aquatic Center Meeting

The City of Wilsonville Parks and Recs were out for their meeting. It was very informational, and there are many positive attributes the Aquatic Center representatives spoke about. However the project would raise homeowner taxes considerably. The City would like to host another meeting soon. Jan will keep everyone posted on possible dates and times.

Trespassing in Pool areas

This issue has been solved. There was some damage done to one of the pool fence areas that Steve will look into having repaired after the pool closes down for the year.

New Business:

Board Members

CHOA's Monthly and Annual Meeting Minutes from January 2004 to present

Board member Linda Patch has resigned from the Board. This leaves two open terms that need to be filled. Chuck asked the group to think about people that would make good Board Members. He also advised the group to be thinking about who would make good President and Treasurer Board Officers next year. Steve and Jan have people they will talk to about this. Everyone else will think about good potential members they may know.

Online Security

Our webmaster, Elaine, talked to Jan about the vulnerabilities of our online security, and the negative things that can happen if we get hacked. Elaine recommended a security option by Go Daddy. This would cost us \$175/year. Chuck moved we get this protection in place immediately, and adjust Jan's budget as needed. Motion passed unanimously.

"Dates to Remember" Sheets

Jan created sheets with lists of pertinent CHOA dates on them, such as important meetings, dues or insurance renewal dates, painting schedules, and neighborhood pool opening/closings. These would go out with all of Ann Higgin's communications, and Ty's updates.

Chimneys

A letter will soon go out to all homeowners who are in need of chimney cleaning and sealing. (To remove Black Mold and White Lyme) Approximately 80 homes will receive a letter. The Cleaning needs to be done in the summer months so that the sealing can be done after the cleaning. Per Chuck, the Reserve Fund Budget is usually done in August. He will work to send out a draft to each Board member, so that they may review their sections and make changes where necessary. The letter will include some contractors the homeowners can call for bids.

There was no other business; Chuck Robertson adjourned the meeting at 11:40 am.

Respectfully submitted:

Patricia Jones

Charbonneau Homeowners Association Board Meeting Minutes, August 10, 2016

The regular monthly meeting of the Charbonneau Homeowners Association (CHOA) Board of Directors was called to order at 10:00 a.m. by Chuck Robertson, at Rec Hall C, Wilsonville, Oregon.

Board Members Present:

Chuck Robertson, Ty Kuhns, Mike Tewell, Ralph Martin, Jan Landis, Ron Reiter, and Rosemary Ricken.

Guest Present:

Lynn Hitz

Property Manager: Steve Chinn

CHOA's Monthly and Annual Meeting Minutes from January 2004 to present

Minutes CHOA Board meeting from July 13, 2016 meeting were approved unanimously

Treasurer's Report: Chuck Robertson

In Spending, General Administrative was over budget, due to lawyer fees. For Reserve Fund Allocation, there was an error on the most recent report which showed \$500 put to the wrong budget line. Ann will fix this, and it will appear corrected on next month's report. Concrete Repair is over budget, due to some specific driveway work.

Ron moved to Receive and Accept the Treasurer's Report. All approved unanimously.

Reserve Fund Budget:

Chuck updated the Reserve Fund Budget to show the items the Board has agreed will need replacing, maintenance, or repair from now until 2022. This is a living document which may be updated by the Board when they see changes needed. The Board will continue to allocate monies from the dues paid, as well as any overages to the yearly Operating Fund. Per the provided budget, the Reserve Fund will continue to be well funded and fully able to meet all the items listed within.

A preliminary 2017 budget will be ready for review by board members by October. The Board will need to approve a 2017 budget by the November board meeting.

Old Business:

Mailboxes

All the mailboxes are in now. We have not been invoiced yet. We set aside \$28,000 to fund this project. (Originally \$32,000 was budgeted, but that number was reduced prior to project start.) The costs came in at \$23,000, so there was a \$5,000 savings there.

We still need the Post Office to come put the locks on the bottom, for packages.

Board Members

Linda Patch confirmed her resignation in writing. That is complete now.

We currently need to appoint two board members now, to make up for those that left. We will then also need at least two more in April, for the elections. We need to find people to join the board that will be good options for the Treasurer and President position next year.

Sandy M. has showed some interest in the Treasurer position. She will talk more about it with Chuck. If Sandy chooses to apply for the treasurer position the board approved Chuck to make the appointment.

Others residents are interested, but want to learn more before moving forward. Board members will continue talking to people they feel are good candidates for now, or next April.

Survey

34 people responded to the survey. Jan will put a summary on the website. The homeowners liked having the survey, and would like to continue this process. The board is actively working to answer questions or requests that came from the survey, or give more communication where needed.

New Business:

CHOA's Monthly and Annual Meeting Minutes from January 2004 to present

Chuck's Computer

Chuck's computer is dealing with Malware. Steve suggested that CHOA cover the costs of cleaning and repairing the computer, as needed, because Chuck keeps all his CHOA records there. Following the repair, Chuck will get a thumb drive to copy the reports and files to. This thumb drive will be kept physically onsite, as well as in the Cloud. This will provide backup for the historical data.

Parking on Fairway Drive

Jan talked to a contractor who had two trucks parked on the street. He called the police and asked if he needed to move. The police told him he was fine to park there. This is incorrect, and poses a safety hazard, as well as causing difficulties for nearby homeowners. Jan will talk to Susie about getting more signs. The police may be more likely to ticket if there are more signs showing where not to park. Steve suggested that a large group of homeowners could attend a City Council meeting to complain.

Updates to Landscape Plan

There is confusion in the wording of the Landscape Plan (page 4) where it pertains to homeowners being allowed to put yard debris overage (that which does not fit into their Yard Debris bins, provided by the Garbage Company) in nearby parking spaces for pick up by Garron Grounds. Steve and Ron will review the policies and plans, provide suggested edits, and bring that back to the board. Jan will communicate any changes to the homeowners.

There was no other business; Chuck Robertson adjourned the meeting at 11:40 am.

Respectfully submitted:

Patricia Jones

Charbonneau Homeowners Association Board Meeting Minutes, September 14, 2016

The regular monthly meeting of the Charbonneau Homeowners Association (CHOA) Board of Directors was called to order at 10:00 a.m. by Chuck Robertson, at Rec Hall C, Wilsonville, Oregon.

Board Members Present:

Chuck Robertson, Ty Kuhns, Ralph Martin, Jan Landis, Ron Reiter.

Guests Present:

Jeff Smith – Wilsonville Police Chief
Sandie Macki

Property Manager: Steve Chinn

Minutes of the CHOA Board meeting from August 10, 2016 were approved unanimously, after changes.

Treasurer's Report: Chuck Robertson

Nearly all Dues balances are paid. The list of people behind on their dues is the lowest it's ever been.

CHOA's Monthly and Annual Meeting Minutes from January 2004 to present

Budget Managers are doing a great job. All are either on track to their budgets, or will be coming in below what was budgeted for the year.

Operating Fund Budget:

The preliminary 2017 budget will be sent to the Budget Managers for their review. Any changes should be turned in to Chuck by the second week of October. The Final Budget will be presented to Board Members in November.

Old Business:

Mailboxes

We still do not have the Package locks in place on the new mailboxes. Steve spoke with Donna from the Post Office. She has not been allotted any time to work on this. Steve will check with Mike, a past Postal employee, to discuss the best way to contact the Postmaster for a resolution.

Board Members

CHOA is two Board Members short, currently. A Quorum consists of 5 Members, so it is important to try and have a full Board. One position is reserved for Sandy, so we still need to get that 9th position filled.

The Board will continue to look for potential members. A Treasurer for next year is still needed, but Jan Landis has agreed to be nominated for the position of Board President.

Chimneys needing cleaning

Some of the homes with chimneys in need of aesthetic work have been taken care of. The Board is waiting until October to make another inspection.

Disaster Preparedness Coordinator

The Board is still looking for someone to take on the position of Disaster Preparedness Coordinator. That person does not need to be a member of the Board.

Yard Debris Plan

Steve and Ralph are still working on the wording of the Yard/Lawn debris removal rules. Jan submitted some possible verbiage that will work. Steve and Ralph will review Jan's suggestions, and finalize the wording to present at the next Board meeting.

Parking on Fairway

Signage has been improved by the City, but more would be better. Now that the Summer Yard Sales Season has ended, that will help things too. There are still problems that occur when Construction and Housework Crews park on the street.

Chief Jeff Smith attended the CHOA Board Meeting, and suggested that all interactions surrounding parking issues start with a neighbor to neighbor discussion. Also, a polite discussion with the offending person/crew could work. If there is push-back or discourse during those discussions, Chief Smith said to call the Non-Emergency Dispatch number of: 503-655-8211. Chief Smith will speak to the other officers at his station, to clear up misunderstanding of the rules police are required to help enforce for the sake of safety.

CHOA's Monthly and Annual Meeting Minutes from January 2004 to present

Chuck suggested that an email go out to CHOA homeowners, to encourage people to follow the existing parking rules, and to communicate those rules to any contractors or workers that come to their property. Loading and unloading is understandable. This email will also include the Non-Emergency Dispatch Number listed above. It is important that violations be taken care of swiftly, as they can result in injury and potential litigation for the individuals involved, CHOA, and the City.

The Board also let Chief Smith know about a potentially unsafe crosswalk. He will inspect the area and see what he can do.

New Business:

Filter problems caused by Pond Debris

One of the ponds on the Golf Course was allowed to go too low. This resulted in much debris being sucked up off the bottom, and into the pipes. The self-cleaning filters for that area were clogged by this, and each needed to be manually cleaned and the lines cleared. This resulted in a bill to CHOA that was subsequently sent to the Golf Course. They have agreed to pay this bill, but said that they could have potentially fixed the issue for less if they had been contacted first. Going forward, we will try and make sure that both Danny and Chris are made aware of issues when they arise.

Storm Drains

Work has started near Red Course 3, to install a pipe to carry away excess water at the site, as well as add some rock drainage along the Golf Cart Path. Approximately 14 homes are impacted along this area with home drainage and Course sprinklers creating a muddy/marshy area. After the pipe and drainage are in place, those 14 homes will need to have downspouts connected to the new drain plan. Other drain systems will be needed in other areas in the future, but this area was in the most need for now.

It will cost \$18,727 to put the line in. It will cost \$7,434 to connect the homes to the line.

Ralph moved to fund the \$7,434 for Red 3 Drainage Connections from CHOA Reserve Funds. Motion passed unanimously. Future projects will be listed in the budgets for those years when the work is to be completed.

Jan suggested that Ralph hold a communication meeting for all the homeowners who will be impacted/need to be connected to the new line. She feels a meeting would be better than a written communication or phone call.

Information Directory Online

Per Steve, there is a lot of incorrect information on this website. The whole thing needs to be revamped. He feels it would take the whole Board to this, and that the group should look at doing this in the coming year.

Jan is going to make a pool map to share with the Homeowners online. Steve and Jan will go over to the UPS Store to see about combining, resizing, and scanning the maps that we currently have.

CHOA's Monthly and Annual Meeting Minutes from January 2004 to present

There was no other business; Chuck Robertson adjourned the meeting at 12:00pm.

Respectfully submitted:

Patricia Jones

Charbonneau Homeowners Association Board Meeting Minutes, October 12, 2016

The regular monthly meeting of the Charbonneau Homeowners Association (CHOA) Board of Directors was called to order at 10:00 a.m. by Chuck Robertson, at Rec Hall C, Wilsonville, Oregon.

Board Members Present:

Chuck Robertson, Ty Kuhns, Mike Tewell, Sandie Maki, Ralph Martin, Ron Reiter, and Rosemary Ricken.

****These Minutes reflect that Sandie Maki has accepted the position of Treasurer and CHOA Board Member fulfilling the term of Barbara Henderson****

Guests Present:

John & Jan Brenneman
Ken & Jody Waldron

Property Manager: Steve Chinn

Minutes of the CHOA Board meeting from September 14, 2016, after corrections, were approved unanimously.

Treasurer's Report: Sandie Maki

Of the three overdue accounts, one has been paid in full. Expenses are tracking to budget well. Landscaping Expenses were up this past month, but are down for the year. Mike was asked what expenses he predicted for the remainder of the year. Steve suggested they would have \$3-4,000 in remaining expenses.

Authorized signers on all checking accounts are:

1. Chuck Robertson, President
2. Mike Tewell, Vice President
3. Sandie Maki, Treasurer
4. Ann Higgins, Bookkeeper

Operating Fund Budget:

The Budget will be presented to the Board at the November meeting. Sandi and Chuck will make sure that everyone receives a copy to view prior to that meeting. The board recent past practice has been

CHOA's Monthly and Annual Meeting Minutes from January 2004 to present

to increase the Budget to CPI to maintain the contracted services that we currently use. Otherwise, we risk falling behind.

Ralph has requested an \$11,000 increase for next year, to implement a new Pruning Program.

Mike has indicated he will request \$4,000 less next year, due in part to the pool conversion.

Old Business:

Board Members

Bob Barnum will be asked if he would like to take a position on the Board fulfilling the remaining term of Linda Patch.

Chimneys needing cleaning

Sometime during October, the 80 units that had been marked for needing Chimney maintenance will be re-inspected. Any found still to be done will be sent a reminder letter, with a request for when the owner's maintenance schedule. The letter will also list known companies doing this type work. (American Chimney will be removed from that list because of their practice of charging an inspection fee.)

Disaster Preparedness Coordinator

Mike spoke with Eric Hoem, and he is willing to take on the role of Disaster Preparedness Coordinator. Mike will join Eric's team when he retires from the Board in April.

Mike inquired as to any remainder in the original Disaster Preparedness Coordinator Budget. Chuck asked that Mike get him the group's needed Budget for next year, within the next week.

A notice should be included in the next newsletter, and on the website, that lets the group know that Eric is the new Coordinator.

Yard Debris Plan

The Yard Debris Plan has not yet been updated. This has been tabled until the November meeting.

Parking on Fairway

This is still a problem. It is especially dangerous when people park on the corners, as it makes it very hard to see on coming vehicles.

We need to have Jan put a reminder in the newsletter that people's landscapers and workers need to be told to park in the designated (Guest) parking areas except when unloading and loading.

Storm Drains

Thirteen homes have in 'A' neighborhood, have been connected to the new storm drain, minus one home needing special attention. Due to issues with the homeowner's current setup, we will need to work with them to finish connecting to the new drainage system.

The Golf Path is complete, and the grass seeding is done. The Clean-Outs, Piping, and all components were put in to last, and the job was done with the highest of quality. The Golf Course still has some work to do on their end.

New Business:

Landscaping and Gutter Cleaning Concerns

***Feedback from homeowners who attended the October meeting to go over some concerns they had about the state of the landscaping in the CHOA area.**

There was disappointment with the care of the plants and trees, in particular. It was stated, most all scrubs/trees have been allowed to overgrow, and some homeowners have hired their own landscapers to prune the plants just outside their courtyards.

The schedule for Gutter Cleaning was also brought into question. Some homeowners have found their gutters get too full before their turn for cleaning is reached

Per Ralph, a new Pruning Program is going to be implemented soon, which will change the schedule and amount of pruning done. All window-viewing areas and overgrown plants will be cleaned up. Specific concerns can be brought to the attention of Steve, who will work with Ralph to seek the best course of action. The plan for fertilization will also be changed. We want things to be green and nice looking, but not growing out too much.

Per Ralph, Once the gutter cleaners start in an area they need to stay on their schedule, and they can't be jumping around to different houses

Homeowners were reminded that they are always welcome to attend the Board meetings. We need your input.

Plumbing Insurance

Because incidences of water damage are becoming more frequent, our insurance agent suggested that we consider taking some proactive action which will save homeowners some headaches and hopefully minimize future rate increases.

The current plan is to offer home plumbing inspections for every interested homeowner, at a cost of \$30-40.00. The inspection would be accompanied with a written report suggesting connections, hosing, cost estimates, etc. needing attention. The homeowner would then make their own decision to work with the inspecting company, get other bids, or do nothing at all.

Christmas Party:

Ty agreed to chair the Christmas Party this year, possibly with the help of Bill Steele.

Brick wall on Fairway

We have set aside \$12,000 to repair the brick wall on Fairway. We are waiting to hear back from a contractor on a third bid. We have two bids in place already.

There was no other business; Chuck Robertson adjourned the meeting at 11:25pm.

Respectfully submitted:

Rosemary Ricken, Secretary

CHOA's Monthly and Annual Meeting Minutes from January 2004 to present

Charbonneau Homeowners Association Board Meeting Minutes, November 9, 2016

The regular monthly meeting of the Charbonneau Homeowners Association (CHOA) Board of Directors was called to order at 10:00 a.m. by Chuck Robertson, at Rec Hall C, Wilsonville, Oregon.

Board Members Present:

Chuck Robertson, Ty Kuhns, Mike Tewell, Sandie Macki, Ralph Martin, Jan Landis, Rosemary Ricken and Bob Barnum

****These Minutes reflect that Bob Barnum has accepted the position of CHOA Board Member, fulfilling the remainder of Linda Patch's term.****

Property Manager: Steve Chinn

Minutes of the CHOA Board meeting from October 12, 2016 were approved unanimously, after changes.

Treasurer's Report: Sandie Macki

All the HOA Accounts are in good standing, minus one in Collections. All others are Current. The Expenditures for the month came in as expected to Budget.

Operating Fund Budget:

Due the CPI increases for 2017, Chuck suggested a \$4.00 raise in HOA Dues for the coming year. (Dues will increase from \$211.00/month to \$215.00/month.) Chuck also recommends raising the Paint Trust Fund payments by \$1.00/month for all homes in area "A."

The Board approved the proposed Budget unanimously.

Old Business:

Chimney Inspections

Secondary inspections of the Chimneys previously tagged for maintenance have not yet been completed. Steve will follow up with Ron Reiter to get this completed.

Yard Debris Plan

Steve reviewed the current Yard Debris Plan and looked at what Arbor Lake does in their area. Following this review, he moved that CHOA cease or phase out the current plan, and encourages home owners to obtain a yard debris can through Republic Services. Those without a can are able to put one filled garbage bag next to their garbage can for pick up. Republic Services will charge \$6 for this pick up.

The Board agreed unanimously.

Parking on Fairway

Jan will continue to post reminders in the communications, asking home owners and their guests to follow all current parking rules and signage.

Plumbing Insurance

CHOA's Monthly and Annual Meeting Minutes from January 2004 to present

The Board moved to proceed with a search for plumbers who are willing to take on the reduced cost inspections. Once a list of plumbers has been determined, communication will go out to the home owners, letting them know how to arrange for inspection.

Jay will be informed that CHOA is moving forward with the proactive plan.

Christmas Party

It was determined that the planning of the Christmas Party is not a Board task, and that there is not enough interest to pursue a Party for this year. Steve will contact Kim to cancel the reservation at the Country Club.

Brick wall on Fairway

Steve is waiting for the final bid to come in. If he is unable to get an answer by next week, he will choose from the two bids that have already come in. Steve feels that the third Contractor/Mason is worth waiting for, if possible.

New Business:

Driveway/Walkway Repair Requests

Bob Barnum is drafting a Resolution that covers requests that come in to CHOA for repair or replacement of personal driveway or walkways. Bob will have the Board review his draft by the December meeting, and then will send it to the Attorney for his review.

Charbonneau Country Club Report

Jan reviewed the report that recently came out for CCC. Some items of note were guidelines around charging fees, and the new issue of Short Term Rentals, such as Air Bnb.

Jan suggested that a list of "House Rules" be drafted for anyone who has a home that participates in a Short Term Rental program. She will start on a draft for a Resolution that addresses these issues.

There was no other business; Chuck Robertson adjourned the meeting at 12:00pm.

Respectfully submitted:

Patricia Jones

Charbonneau Homeowners Association Board Meeting Minutes, December 14, 2016

The regular monthly meeting of the Charbonneau Homeowners Association (CHOA) Board of Directors was called to order at 10:00 a.m. by Chuck Robertson, at Rec Hall C, Wilsonville, Oregon.

Board Members Present:

Chuck Robertson, Ty Kuhns, Mike Tewell, Sandie Maki, Ralph Martin, Jan Landis, and Bob Barnum, Ron Reiter

CHOA's Monthly and Annual Meeting Minutes from January 2004 to present

Property Manager: Steve Chinn

Guests: Barry Hendricks, Larry Kriegshauser

Minutes of the CHOA Board meeting from November 9, 2016 were approved unanimously, after changes. The September and October 2016 minutes were also reviewed, corrected, and approved.

Treasurer's Report: Sandie Maki

Sandie moved that 90% of the estimated 2016 year end excess Operating Funds be moved to the Reserves before 12/31/16. The exact amount to be determined by Sandie Maki and Anne Higgins once the final invoices come in. Motion unanimously approved.

Per Chuck, the \$12,000 currently in Operating Funds set aside for the repair work to be done on the brick wall along Fairway Drive needs to continue being reserved for use in 2017. The work will not be done until early 2017.

Everything is in good shape, as far as Collections are concerned.

Old Business:

Yard Debris Plan

Adding the statement; "Yard Debris Container supplied by Republic Services is to be used for all yard debris." Jan will put this correction into the Information Directory once the Board approves the final wording she will send out.

Chimney Inspection

Ron reported that all chimneys were inspected again yesterday. 32 chimneys are still in need of improvement. 19 were from previous inspection, and 13 have come ready for cleaning/improvement since the last inspection. A letter will be drafted by Jan, Ron, and Steve to be sent to those not complying with the request for chimney maintenance. The letter will inform residents that CHOA is required to monitor the condition of chimneys by Charbonneau. Also, the letter will inform residents that a fine could be issued, up to \$25/day, until an acceptable timeframe for improvement has been delivered to the Board.

Driveway/Walkway Repair Requests

Bob's final draft will be sent to the attorney for review and polishing. Following that, Bob will bring the reviewed draft back to the Board.

Short Term Rentals

Jan is researching Short Term Rental processes. When she has completed that, she will bring a proposal back to the Board with House Rule recommendations, at the very least.

Steve will send Jan the Bylaws (Section 4) that go over rental requirements in the CHOA area. This will also be sent to the attorney, to determine if the current language prevents Short Term Rentals all together. If so, a communication will be sent out to the residents.

New Business:

Tree Root Damage on Sacajawea

CHOA's Monthly and Annual Meeting Minutes from January 2004 to present

Residents are requesting a tree removal, due to root systems interrupting the sidewalk near the Guest Parking area of Sacajawea. The 90 sq/ft area could either be landscaped, or used to extend the current Guest Parking area owned by the City of Wilsonville. Residents Barry Hendricks and Larry Kriegshauser stated that increased Guest Parking would be most useful by residents on that street.

A motion was made to excavate as needed, and add asphalt to the area (once the tree is removed) to match the existing Guest Parking. A concrete curb will also be added, to match other Guest Parking areas on the street. The cost for this will be approximately \$1600, not including the tree removal. This will be done some time in January or February, as weather allows.

Parking on Sacajawea

Larry Kriegshauser informed the Board that a number of cars are parking along Sacajawea, even though signage at the start of the street states it is not allowed. He asked the Board for their approval for him to take this matter to the City of Wilsonville, as a citizen, as he is aware the street is owned by them. The Board agreed.

In the meantime, Jan will share the window notes they have been using on Fairway, to alert car owners that parking is only allowed in the off-street Parking areas.

Water pooling

Per Steve, CHOA is going to put a new drain in back of the patios along A35-A39 (Red 1) to replace what was damaged by the excavation work done by the City of Wilsonville.

There was no other business; Chuck Robertson adjourned the meeting at 11:40pm.

Respectfully submitted:

Patricia Jones

Charbonneau Homeowners Association Board Meeting Minutes, January 2017 (There was no meeting due to weather)

Charbonneau Homeowners Association Board Meeting Minutes, February 8, 2017

The regular monthly meeting of the Charbonneau Homeowners Association (CHOA) Board of Directors was called to order at 10:00 a.m. by Chuck Robertson, at Rec Hall C, Wilsonville, Oregon.

Board Members Present:

Chuck Robertson, Mike Tewell, Sandie Maki, Jan Landis, and Ron Reiter
Absent: Rosemary Ricken, Bob Barnum, Ty Kuhns and Ralph Martin

Property Manager: Steve Chinn

Guests: Eric Hoem and Janet McGarrigle

CHOA's Monthly and Annual Meeting Minutes from January 2004 to present

Minutes of the CHOA Board meeting from December 14, 2016 were approved unanimously, after changes. There was no January board meeting due to Weather

New Business

Disaster Preparedness – Eric Hoem

Eric is a board appointed special committee chairman. Eric gave a brief background of his qualification for his leadership of the Disaster Preparedness program. Eric is a member of the Mazamas

Eric presented article: Odds of Big One revised upward – Odds of an earthquake up from 14 to 20%.

The inventory of current supplies was discussed. So far \$1200 has been spent (spent in 2016), for the purchase of supplies/equipment. The budget for 2017 is \$800. Eric will look at what still needs to be spent and submit a request to the board.

The current flow chart of the Disaster Preparedness team was discussed. Eric would like to add three more team members and of course update the flow chart and then get this posted on the website. Currently the City of Wilsonville has a great tab on their site that list information for residents. Eric, Jan and Elaine will schedule a meeting to discuss a possible tab on our website to include information similar to the City of Wilsonville

Eric would like to have a meeting at Rec Hall C at the end of March for new residents to CHOA and also to update any residents who have not had time to attend an information presentation.

- Eric will get the date to Jan so that she can post a notice for CHOA residents

Eric will report updates to the board on a regular basis about the CHOA Disaster Preparedness Program

Willamette River Bridge – Steve Chinn

Steve was appointed to the City of Wilsonville Task Force to study the sighting and design of the French Prairie Bridge over the Willamette River. This was relevant to the Disaster discussion as it will be built to withstand the Cascade Subduction Earthquake.

There will be a Meeting open to the community to discuss the bridge:

Date: February 22, 2017

Time: 5:00 to 7:00 pm

Where: City Hall, 2nd Floor

- Jan will get a notice posted on the website to inform CHOA residents

Treasurer's Report: Sandie Maki – Report is on File

Sandie reported that not much had changed since last report. Everything is in good shape, as far as Collections are concerned.

Work being done on Red#1 is being done by Garron, but the City of Wilsonville is paying for that work. There is a new drainage line that should help with much of the drainage problems for CHOA and the golf course fairway

Chuck reported that new this year would be:

Kitchen in Rec Hall C

CHOA's Monthly and Annual Meeting Minutes from January 2004 to present

Another pool deck will be resurfaced similar to Winchester pool's deck that was completed last summer. Residents of the Winchester area reported that the surface was much cooler to walk on.

Board member are encouraged to check out the surface of Winchester so that feedback can be given on any improvements that could enhance the next pool completed

The current Bid Process for our contracted services was discussed; Garron Grounds, Anne Higgins and our Property Manager. Anne Higgins has never had a contract for any of the HOA's she support. There is no process description for obtaining bids from contractors in the future. This needs to be completed so there is no doubt as to what the procedure is and how often a bid process should be completed. Chuck will ask for a board member to take on the drafting of Contractor Bids for CHOA.

Old Business:

Driveway/Walkway Repair Requests

Bob's final proposal of Resolution for Driveways, with input from our attorney, was presented to the board for approval. Chuck made a motion that we approve the Resolution; it was seconded by Ron and unanimously approved

The board accepted the 2017 concrete inspection results as satisfactory and consistent with other common areas within CHOA. . After discussing the inspection the CHOA Board decided that no additional work will be done on the common area parking before 2018 inspections

Parking

The city has a program where a volunteer from the community can be trained to issue tickets for parking violations. Steve will arrange training of two volunteers from the community

Brick wall on Miley road – Steve

Multiple bids were taken for repair of the cracked brick wall off Miley road. The final bid will be \$15000 which would be taken from our reserve account

Chuck made a motion to accept this bid and start repair, it was seconded by Ron and unanimously approved

Rosemary Ricken – submitted resignation as secretary

Chuck is going to ask her if she could continue as Secretary for document signing purposes, at least until April as long as someone else took notes. Chuck suggested that members of the board took turns taking notes

Chimney Inspection

There has been a push back from one resident, Steve and Chuck will make an appointment to discuss in person the final deadline for completion and possible \$25.00 fine if not completed in a timely manner.

New Business:

Website feedback response - Chuck

A question was asked if other HOA's had a similar insurance deductible to ours. The answer is the only HOA in Charbonneau that is similar to our HOA is Arbor Lakes and their deductible is the same

CHOA's Monthly and Annual Meeting Minutes from January 2004 to present

as CHOA. This change was made years ago because our CC&R's require Earthquake inclusion which makes the Insurance prohibitive at a \$1000 deduction. The only other insurance company that has earthquake insurance was American Family. Comparing State Farm to American Family the board determined that State Farm still serves CHOA's needs best.

Janet McGarrigle asked about adding Flood insurance. Steve stated that since we are not in a flood plain there is no need. Steve will check with Jay Puppo to confirm this

There was no other business; Chuck Robertson adjourned the meeting at 11:41pm.

Respectfully submitted:

Jan Landis

Charbonneau Homeowners Association Board Meeting Minutes, March 2017 (Due to Board Member vacations, there was no meeting)

Charbonneau Homeowners Association Board Meeting Minutes, April 12, 2017

The regular monthly meeting of the Charbonneau Homeowners Association (CHOA) Board of Directors was called to order at 10:00 a.m. by Chuck Robertson, at Rec Hall C, Wilsonville, Oregon.

Board Members Present:

Chuck Robertson, Mike Tewell, Sandie Maki, Jan Landis, Ron Reiter, Ty Kuhns and Ralph Martin
Absent: Rosemary Ricken, Bob Barnum,

Property Manager: Steve Chinn

Guests: Arnold Larson

Minutes of the CHOA Board meeting from February 8, 2017 were approved unanimously, after changes. There was no March board meeting due to not having a Quorum of board members
Mike Motioned to approve and Ron seconded

Treasurer's Report: Sandie Maki – Report is on File

Sandi reported that not much had changed since last report. Mentioned that a Lien was placed on one house

Chuck reported that 90 day past due accounts are actually 120 days in arrears because a notice is sent by Ann at the end of the month HOA fees are due. That being said, we are in better shape than we have been for a long time

Jan made a motion to approve the Treasurer's report and it was seconded by Ron
Passed Unanimously

Old Business:

Bid Process for our Contracted Services

CHOA's Monthly and Annual Meeting Minutes from January 2004 to present

Chuck last month reported that a question was asked of him about the Bid Process for our contracted services; Garron Grounds, Anne Higgins and our Property Manager.

Anne Higgins has never had a contract for any of the HOA's she supports, but it was discussed that we need to develop a process where our contracts and bidding process needs to be addressed annually. Ann may not always be with us, so we need to look at what she does for us?

Contracts need to be looked at periodically, possibly every three years to clean up to ensure competitive rates. We did not do it this year, but it maybe should be put on the agenda for next year. The board supports looking at the contracts.

Expenses

Miley Road wall repair

Waiting on weather to start the repair, more repair may be needed in the future

Pool houses control rooms are in need of repair

Wiring is so bad, that we may be close to a fire in the making

Cost about \$4000 each. Two of the pool houses are in need of immediate repair. One other pool needs to be taken care of within a year or two.

It was proposed that \$9000 will be budgeted of the reserve funds for the repairs; Pool A \$4078, Pool B \$3995. Pool C \$3327. Per Steve F & G and E are already taken care of

One bid obtained so far, Steve will get more. Steve will have Ron get before pictures of the electrical panels

Mike Motioned that we set aside reserve funds for repair of the three pools, Ron Seconded Motion was approved by the board

AED request added to the Disaster Preparedness Equipment and stored at Rec Hall C

Discussion – Should we get more than one AED, to have at the other pool areas, besides just Rec Hall C Pool. Per Steve about \$1200 per AED. Put it in one of the closets, with AED sign

Steve will speak to the fire department to see how many they suggest for our community

Jay's Proposal for Plumber inspection to possibly lower the insurance

At the Annual meeting Chuck would like to have Jay introduce his proposal to have a plumber inspect homes for possible water leak danger. No promise of lower insurance rates, but offering residents this service. Possible follow up presentation with Jay to discuss more details with residents will follow, based on the response at the meeting.

New Business:

Murphy's Green

The Golf Club is thinking about managing this area, but have not made a final decision. Still looking at what the warm up facility will cost. The Golf Club will get back to us in two to three weeks. Chuck

CHOA's Monthly and Annual Meeting Minutes from January 2004 to present

asked the Golf Club for a drawing of what they propose to give us a firm idea of what they will do, if they decide to maintain Murphy's green as a putting/chipping green.

If the golf club decides not to use the area, Ralph will beautify

Red #1 Ditch

Jeanenne Chizum, a neighbor of Sandie Maki is concern about ditch in front of her patio. The city hydro seeded the area where city dug up area for new City water lines. The drain that was put in by city does not work to drain the water in front of Sandie Maki's Residence.

Prep on the ditch for drainage in front of Jeanennes was done with the anticipation of the patio being done sooner, but the patio was delayed because of the rain. If ditch completed before Jeanennes patio and it is damaged during new patio upgrade then somebody will have to pay to dig the ditch back out, French drain needs to be put in. Couple of hundred dollars to fill it in, but she would be at risk again. Appearance is the issue right now, but need the ditch so it doesn't do damage to the surrounding property.

It was requested by Sandie that the Architect committee meet with Jeanenne in person to work out best plan for all.

Lower Insurance Premium

At our renewal we'll have an overall decrease of \$4547.00 to our total premium this year

Annual Meeting planning

There will be a slide at the Annual Meeting about Disaster Preparedness

Another Preparedness meeting will be scheduled at Rec Hall C for new homeowners

6/20 general meeting at club house for all

10/12 Walki Talki Training at the club house

There was no other business; Chuck Robertson adjourned the meeting at 11:07am.

Respectfully submitted:

Jan Landis

CHOA MINUTES OF ANNUAL MEETING April 24, 2017

The annual meeting, of the Charbonneau Homeowners Association, an Oregon non-profit corporation, was called to order at 7:00 PM, by the president, Chuck Robertson, at the Charbonneau Country Club.

Board of Directors:

Chuck Robertson, President

Mike Tewell, Vice President and Pools

Sandie Maki, Finance

Rosemary Ricken, Secretary

Jan Landis, Communications

CHOA's Monthly and Annual Meeting Minutes from January 2004 to present

Ron Reiter, Architectural
Ralph Martin, Landscape
Ty Kuhns, Welcoming and Security
Bob Barnum, Member at Large
Eric Hoem, Disaster Preparedness

Contracted Service:

Steve Chinn, Property Manger
Ann Higgins, Bookkeeper/Accountant
Ken Bartus, Garron Grounds
Jay Puppo, State Farm Insurance

Guest Speakers:

Miranda Bateschell – Spoke about Wilsonville Center Project and how residents can become more involved by going out to the Wilsonville city website to review the Phase 1 city upgrades and to vote on which city improvements you would like to see.

Ken Bartus – Handouts were made available as Ken spoke briefly about new pruning program and time it will take for all trimming

- Question was asked about Moss in the grounds, Ken reported that they have put lime down to balance the PH levels
- Another question was asked about Leaf pick up. Ken reported that the highest priority was to:
 - o Keep the drains clean and streets safe,
 - o Second lawns,
 - o Third flower beds.
 - o Call Steve if you see your area is not getting the attention needed

Jay Puppo – Due to high water damage claims to insurance, Jay spoke about his proposal to have Preventative 50 point Plumbing Inspection done in residents' homes. The homeowner would pay a minimal inspection fee plus receive a report of any findings. Jays proposal was greeted by attendees with enthusiasm to hear more about this program to reduce water damage in our homes and perhaps lower premiums.

A question was asked if Earthquake Insurance would be taken away. Jay explained that CHOA Homeowners are grandfathered in, and should be able to continue receiving Earthquake insurance A question was asked about 10,000 deductible, Chuck answered that the deductible was added several years ago to keep premiums down. Insurance information can be found on the CHOA website.

Current CHOA Officer of the Board were introduced

Minutes of 2016 Annual Meeting: The minutes of the 2016 Annual meeting were read: : Minutes were moved to be approved by Betsy Knudsen and 2nd by Diane Reiter. Minutes were approved unanimously by residents in attendance

Financial Report: 2016

- Financial report was on each table. Chuck asked for a motion to approve. A motion was made by Steve Perry to approve transfer of Excess(\$13860.00) Operating Funds per IRS 70-604 to next year's operating budget. Motion was 2nd by Ron Rieter and approved unanimously by the residents in attendance

2016 Updates and Accomplishments

- Blinds and DVD player added to Rec Hall C

CHOA's Monthly and Annual Meeting Minutes from January 2004 to present

- Winchester Pool Deck Replaced
- More secure Postal boxes replaced old ones
- More landscaping added to common areas for beautification of our HOA including bulbs that need to stay in.
-

2017 and Long Term Expenses

- Pruning program. Heavy pruning at first to correct areas in need of improvement and then lightly there after
- Other pools to have pool deck replaced and electrical panels replaced. Electrical Paneling for three Pools will need repairs using money from long term fund.
- Continued cooperation with Golf Course
 - Murphy's green – still waiting to hear from Golf Club Club if they will take over care since driving range will be gone. Some neighbors asked to be appraised of the issues. Architectural drawing will be presented to the board along with contacting home owners in the area of the changes.
- Painting of B Neighborhood: New paint is better quality and should last 1 to 2 years longer.
- Replace Siding and add Kitchen to Rec Hall C
- Miley Road Brick wall repair, weather permitting.
- Disaster Preparedness
 - Eric reported about the supplies that have been added to Rec hall Storage area and that there will be additional meetings scheduled to discuss what residents can do in the event of an earthquake
 - Eric and Mike had an area in the back of the room of earthquake/disaster preparedness equipment
- Homeowners Open Forum and Questions:
 - Who is responsible for Homeowner brick wall replacement – Check with Ron for replacement by resident
 - What about parking on the street – This remains a problem, especially for the safety of our residents and emergency vehicles access to homes.
 - Can Residents leave cars parked in their own driveway? Chuck Roberston explained that it is ok.
 - What about maintenance of mailboxes – it was explained that they are cleaned once a year.
 - Will Pruning be done by hand trimming or shears? There is always some hand trimming

CHOA's Monthly and Annual Meeting Minutes from January 2004 to present

- Cycle of Rhododendron trimming. Residents may trim their own if they do not want to wait for Landscapers.
- Curbs breaking down, needing to be power washed They are City owned and homeowners need to call the city – but reminder that the city is involved with Sewers currently and may be waiting to repair once that project completed. Ralph to call city and get back to homeowner who asked the question.

Chuck Robertson, Mike Tewell and Rosemary Ricken retired from the board

Election results: Board members

- Ron Reiter was reelected. Barry Hendrix and Janet McGarrigle were added to the board

General Meeting was adjourned at 9:00 pm

CHOA MINUTES OF AFTER ANNUAL MEETING (APPOINTMENT OF OFFICERS) April 24, 2017

Following the Annual board meeting the board held a second meeting to create committee assignments

The Committee assignment meeting, of the Charbonneau Homeowners Association, an Oregon non-profit corporation, was called to order at 9:10 PM, by the president, Chuck Robertson, at the Charbonneau Country Club.

Present: Chuck Robertson, Sandie Maki, Rosemary Ricken, Jan Landis, Ron Reiter, Ty Kuhns, Bob Barnum,

The following Assignments were approved by all:

Jan Landis, President,
Secretary, Janet McGarrigle,
Treasurer, Sandie Maki,
Architectural, Ron Reiter,
Landscape Chair, Ralph Martin,
Welcoming Chair, Ty Kuhns,
Communications, Barry Hendrix

After Meeting was adjourned at 9:30 pm

Charbonneau Homeowners Association Board Meeting Minutes, May 10, 2017

The regular monthly meeting of the Charbonneau Homeowners Association (CHOA) Board of Directors was called to order at 10:00 a.m. by Jan Landis, at Rec Hall C, Wilsonville, Oregon.

Board Members Present:

Jan Landis, Sandie Maki, Bob Barnum, Ty Kuhns, Ralph Martin,
Ron Reiter, Barry Hendrix, and Janet McGarrigle

CHOA's Monthly and Annual Meeting Minutes from January 2004 to present

Property Manager: Steve Chinn

Guests: Spencer Vail, attending as a guest because he is interested in becoming a board member. After discussion with Board Members, Spencer was nominated to replace Janet as Secretary by Jan, Ron seconded the motion. The motioned passed unanimously

Introduction of New Members

Janet McGarrigle
Barry Hendrix
Spencer Vail

Minutes of the CHOA Board meeting from April 12, 2017 were approved unanimously, after changes. There was no March board meeting due to no quorum. Annual after meeting minutes will be approved in June 2017

Treasurer's Report: Sandie Maki – Report is on File

One property is in Foreclosure and so unsure what CHOA will receive as a result of the sale. There was a question about structure of the finances. Chuck put together reserve funds expenditures. Sandie will send out the document to board members

Old Business:

Several cracks have appeared in the Winchester E Pool deck = contractor will repair at no charge. In October a decision will be made about the other pool decks

Brick wall on Miley road – Steve

Miley road repair for three major cracks, came in under the bid, original \$15500 but final repair cost was \$6453.31. Steve going to get a bid for the rest of the repair and the wall should be good for five years. The Contractor did an incredible job of repairing the fence. Ralph brought up that we should monitor the trees around walls and their root system. The homeowners need to hear that there may be a problem and the tree (a sweetgum) should be removed. Steve mentioned if you notify homeowner, liability falls on the homeowner.

Pool house electrical repair – Steve

Steve is still waiting for bids to come in on Pools A, B, and C. So far Steve has received a bid from Coho Electric for \$1495 x 3. Because of chemicals that we used to use caused damage to the original Electrical panels. "A" pool needs to be done before the opening of the pools. [Jan will send out email to board members to vote for final contractor bid out of the three bids received.](#)

AEDs

Per the fire department: "The more AEDs the better. Every single pool would be ideal"
A key to access any pool to retrieve AED's could be given to Pool Monitors. Steve and Ron (Pool guy) certified in CPR. Bob PT boat training on the AED, reported that the difference between a defibrillator and a pacemaker is important. When someone has a defibrillator could do harm when applying a AED. Discussion: that Compression are really important, just because you have an AED still need to be do compression. Discussion about training for all of CHOA, Country Club charges \$50 per person. Jan will check into training options. Cost for an AED \$1490.00 with Alarm Table to June meeting, Invite Fire Department, send out to board once scheduled.

Jay's Insurance Presentation

CHOA's Monthly and Annual Meeting Minutes from January 2004 to present

Jay's insurance presentation includes a Forbes plumber inspection for \$35. Those who attended the Annual meeting were in favor of offering the \$35 inspection to home owners. A homeowner pointed out that they advertise for a free inspection. Steve will find out what the difference of the free inspection offered on the internet. Jay will investigate to determine that if repairs are needed the inspection fee would be waived from repair cost. Steve will report next month on Jay's findings. Tabled until next month

Water problems under houses

Janet asked about water under the houses. Steve stated that this is a common problem. According to Steve many people use sump pumps. Steve said that the sump pump is then connected to the storm drain or out to the street

Murphy's Green (#9 Red)

The golf course has decided that they will not be using the area as a putting/chipping green. It was suggested that an email be sent to the residents impacted to express their preference of either a chipping green or a nicely landscaped area. Ralph will obtain a landscape plan from Garron including costs to assist decision making

Red Ditch #1

Sandie reported that the homeowner's deck is nearly complete. The drain is now connected to the storm drain and the area is greatly improved.

Painting in B Neighborhood

Color selections underway in the next section to be painted – scheduled to begin the end of May for pressure washing and caulking the houses

New Business:

Input/Concern forms

Janet passed out examples to be considered from the RiverPlace HOA to possibly improve homeowner/board communications. Steve will look into the cost of a waterproof container for the forms at the CHOA box on Boones Bend

An example of Input/concerns forms will be sent out for more discussion at our June Meeting

Fairway Drive construction

Gas pipes are moved out of the way in preparation for further constructions. At this time they are waiting for a specialist to proceed

Officers still needed for the Board

Bob Barnum accepted the position of Pool Chair overseeing all five pools

Barry Hendrix nominated Janet McGarrigle to act as Vice President and "Signer" Sandie seconded the motion. The motioned passed unanimously

Ralph retirement

Ralph will be leaving Charbonneau and moving to the desert sometime before the end of 2017. This will leave a vacancy on the board. His position requires an extra Tuesday meeting every week during the "season", including overseeing the Landscape budget and finances. He created a spread sheet with cost and schedule of Garron maintenance and lawn care that he will pass on to the next Landscape Chair. He is currently mapping locations of all drains to help improve maintenance

Insurance update

CHOA's Monthly and Annual Meeting Minutes from January 2004 to present

Saved \$4500

Rec Hall C Siding

Steve presented 3 contractor bids for siding replacement. NW Siding bid was \$28,300, SW Construction was \$26,532 and Parish Enterprises was \$11,875. Ralph made a motion to accept the Parish bid, Janet Seconded the motion. The vote passed unanimously.

Next Meeting Topics

AED purchase and CPR training

Jay's presentation

Input form for concerns of residents

Revision of the Information Directory

Monthly article for Villager, (written by Jan) Ideas for articles. Serve with Love, Beautification, Modernization, Maintenance, Community, Outreach to Highschool and College,

There was no other business; Jan Landis adjourned the meeting at 11:41pm.

Respectfully submitted: Jan Landis

Charbonneau Homeowners Association Board Meeting Minutes, June 14, 2017

The following Board members were in attendance:

Jan Landis, President

Janet McGarrigle, Vice President

Spencer Vail, Secretary

Sandie Maki, Treasurer

Ron Ritter, Architecture

Barry Hendrix, Communications

Ty Kuhns, Welcoming

Bob Barnum, Pools

Also in attendance was Steve Chinn, Property Manager. Ralph Martin, Landscape Chair was excused.

The meeting was called to order at 10am by President Landis who immediately moved that the board recess and reconvene in executive session.

The Board reconvened in open session at 10:40.

A motion was made by President Landis that the Board authorize our attorney, Stephen Russell, to negotiate with a previous CHOA property regarding a bill he has given to us to pay his expenses for repairing his roof and other associated expenses. Negotiation shall be limited to the costs of the roof repair only. Seconded by Barry Hendrix. Approved by a unanimous vote.

Minutes of the CHOA Board meeting

The next item on the agenda was minutes of the after annual CHOA meeting of April 24, 2017 in which Board member committee assignments were made. Barry Hendrix moved for approval, seconded by Janet McGarrigle. Approved by unanimous vote.

CHOA's Monthly and Annual Meeting Minutes from January 2004 to present

The minutes of the Board's May 10, 2017 meeting was then considered. Barry Hendix moved for approval, seconded by Janet McGarrigle. Approved by unanimous vote.

Treasurer's Report: Sandie Maki – Report is on File

Sandie Maki presented the Treasurer's report. Copies have been emailed to Board members and are on file. The report indicates that there are 4 delinquent accounts. A memo from CHOA bookkeeper Ann Higgins concerning collection attempts on one of the items is included with Sandie's report.

She also explained that the large number of delinquent insurance accounts is mainly caused by the time lags between receiving the annual statement from State Farm, mailing individual billings to CHOA members and the members submitting payments to the CHOA bookkeeper and the monthly closing dates. Reminder notices will be mailed out today. There were sufficient funds available to pay State Farm.

The Board accepted the report.

OLD BUSINESS:

Wall repair on Miley Road.

Before and after pictures were available at the meeting. It was suggested that periodic reports and pictures be sent to CHOA members so that they can be more aware of how the fees are spent. Barry agreed to undertake this function. Steve comments that the work to date has been under budget and the remaining work estimates should be coming within the next month or two. When received it will be on the Board's agenda for consideration.

Pool House control room repair.

Three bids were received to repair electrical panels at pools A,B, and E. They were \$6258, \$5775, and \$4485. It was moved by Barry and seconded by Ty that the lowest bid be accepted. Unanimously approved.

Steve is to provide Barry with the work dates so he can let members know on which dates each pool will be closed. This is necessary because the power will be turned off and the pools filtration system will be inoperative.

Steve then provided an update to the residing of Rec Hall C .The work is scheduled on July 31 and should take about a week to complete.

Murphy's Green update.

Jan provided pictures and site plan were available to the Board. She stated that 6 of 8 neighbors replied to her email inquiry asking what they'd like to see done. All favored a putting and chipping green . Changing contour and more landscaping were also mentioned. Costs are still being figured and discussions with the Golf Course are still ongoing with regard of who will do what with respect to watering, mowing, spraying etc. Our landscaped budget includes cost of maintaining the area once it is completed. The Board will still have to approve the final plan.

New Business

AED purchase and CPR Training.

The Tualatin Fire Dept arrived at 11:30 to discuss the storage, location, signage and use of the AED that the Board will have available at its pools.

Jay Puppo's presentation.

The presentation is scheduled for June 20th at 6:30 in Building C. The purpose is to explain in more detail the water damage control program referenced at the annual meeting. Steve reported on the issue of the proposed

CHOA's Monthly and Annual Meeting Minutes from January 2004 to present

plumbing company's proposed fee of \$35 as it relates to the free inspection program offered on its web site. Steve reported that the company spokesman stated that the web page offer was only applicable if the company was on site for scheduled plumbing work and was not a stand-alone offer.

Input form from concerned residents.

The form used by RiverPlace for residents to express areas of concern to their Board was discussed as well as the content of the form and how it got to the responsible party. Jan agreed to design a form that could be incorporated into our web site as well as be physically available at specific sites within the CHOA boundaries. The draft forms will be presented to the Board at a future meeting.

The Board adjourned at 11:30

Three items on the agenda, the Revisions of the Information Directory, Monthly article for the Villager and landscape concern forms ,were continued until the July meeting.

Respectfully submitted

Spencer Vail
Secretary

Charbonneau Homeowners Association Board Meeting Minutes, July 12, 2017

The following Board members were in attendance:

Jan Landis, President, Janet McGarrigle, Vice President, Spencer Vail, Secretary, Sandie Maki, Treasurer, Ty Kuhns, Welcoming

Board members Ron Reiter, Architecture, Barry Hendrix, Communications and Bob Barnum, Pools were excused. Member-at-large, landscape committee chair Ralph Martin was also excused.

Also in attendance was Steve Chinn, Property Manager. Bob Harland and Joanne Linville, residents living on Winchester, were also in present.

A quorum being present, the meeting was called to order at 10am by President Landis.

Minutes of the CHOA Board meeting

The first item on the agenda was the minutes of the Board's June 14, 2017 meeting. Spencer stated that all editorial corrections suggested by Board members had been incorporated into the final draft and that there had been no substantive changes to the content. Ty moved for approval, seconded by Spencer. Approved by unanimous vote.

Treasurer's Report: Sandie Maki – Report is on File

Sandie Maki stated that a budget for the Reserve Fund will be available for discussion at the August meeting. Anyone with items to be included in the Reserve budget let her know of any changes or additions in the near future. The Regular budget is considered in March.

OLD BUSINESS

CHOA's Monthly and Annual Meeting Minutes from January 2004 to present

Miley Rd. update-the contractor is out of the area and not able to provide bid for completion of the project. Since work to date is under the original cost estimate it may be possible to finish the improvements with already budgeted funds. We should have estimate by next month.

Pool house control rooms repair. Work completed at all three pools. Work will be inspected tomorrow (7-13) and any additional electrical code issues will be addressed at that time. Any additional work, if required, will be known by next meeting. Appropriate notice of any future pool closures will be posted.

Murphy's Green update- Landscaping plan still under design. There are on-going discussions with golf course management regarding irrigation and the changeover of electrical controller panel from their system to ours so we can control the irrigation. Timing for the trenching of the electrical wiring work will commence as soon as ground is softened by intense watering. Jan will email neighbors explaining the reason for the watering and provide them with update report.

AED update- TVFR recommended device be placed outside all wall between restrooms. Easy access to the AED is a problem because of the security key required for entrance to the pool area. Climbing over the fence and/or gate is impractical. Making duplicate keys would be an expensive undertaking. Board members are asked to think about other options that would allow ready access while at the same time provide the necessary security of the Building C facility.

Fire Department has agreed to come here and provide a free first aid class including how to use the AED. Jan suggested all board members take the class as well as Trudy Palo, our pool monitor and other nearby neighbors.

This item will be on next month's agenda. In the meantime Jan will get some time and date options from the TVFR.

Jay's presentation- more dates are being made available for the plumbing inspection. Response has been good as noted by the need for additional dates.

Concern forms --procedure has been changed so that now, when the form is submitted on web site, it will trigger an auto email to sender of the form. It will no longer be necessary to request a copy of submittal. Hard copies can be submitted at CHOA drop box sites. Form will now state that using web site will ensure prompt response as drop boxes are not checked on a daily basis.

Rec Hall C siding project will commence on July 31st and should take about two weeks to complete. Painting will be scheduled and coordinated with current painting project and will be finished by the end of summer.

NEW BUSINESS

Winchester Way concerns- Bob Harland and Joanne Linville, residents and property owners representing themselves and others on Winchester Way were present to express concerns regarding landscape and irrigation issues.

Concerns about irrigation arose back in May. Mr. Harland questioned why it took so long to correct the problem. He stated that although the irrigation system appears to be functioning well for the last couple of days, it should have been someone's responsibility to check the system prior to beginning of the dry weather season and the need to irrigate.

CHOA's Monthly and Annual Meeting Minutes from January 2004 to present

He also stated that it would be beneficial to all that if there are known problems with scheduling work crews or other complication then CHOA should use its newsletter to get the word out so that residents know what to expect.

He also stated that landscape maintenance of the common areas is lacking. He suggested that low maintenance plants should be used.

Another issue raised was the irrigation of the area between the cart path and the in-bound markers. The Golf Course system does not reach into this area. He stated that it should not be the homeowners responsibility to pay to water this area. He also stated that there should be some guidelines developed for the neighborhood watch people to use.

Joanne Linville then described the location of her home and passed around some photos she had taken of the landscape issues of concern to her. The area is comprised of annuals grass, weeds, and dead shrubs. She suggested that the area be redeveloped by removing all existing landscaping and replant with native low maintenance northwest species.

Steve Chinn then provided information regarding the irrigation issues. System was only operating at half pressure at the beginning of the season and that is why water didn't reach fringe area. Contractor error. Situation has now been rectified and should not reoccur. Some areas are not being watered as in prior years because of golf course decision the let some of the rough turn brown.

For background information Steve then provided a brief background regarding the history irrigation system from the inception of Charbonneau to date. CHOA is working with the Golf Course to try and arrive at a mutually agreed method to change over the system. He stated that some options should be available for consideration within a couple of weeks. Current policy is to do projects that benefit the entire CHOA area like at the swimming pools, guest parking and entryways.

Steve also advised the Board that pruning was more expensive and time consuming than prior years since the decision was made to prune to below window height.

Jan summarized - get areas weeded and get rid of high maintenance plants. Create a landscape section in on the web site that will contain a work schedule so residents will know when their area is to be worked. Also it should be noted that the landscape contract will be up for bid this year and that we need to have a plan of work to be included in bid documents.

Security system concerns . Jan stated that the CHOA CC&R's require the association to pay for monitoring the security system but that the equipment in each unit is the responsibility of the home owner. We are paying \$2976 per month for a monitoring service. There are 228 homes in our association and the current monitoring company claims to be serving 207 of them. When asked to give us the addresses of those homes the company said no.

Jan stated that her research showed, since monitoring requires a land line, that only 96 homes had a 503-694 prefix. Technology has now allowed cell phone to be used instead of land lines but the company has stated it charges for system update and tacks on an additional \$18 per month fee. Jan has found it difficult to get a definitive answers

Other monitoring systems are available for as little as \$8.95 per month. There are two options: get another monitoring company or remove monitoring clause from the CC&R's.

CHOA's Monthly and Annual Meeting Minutes from January 2004 to present

Jan will invite the current company to a meeting and have them bring information pertaining to the number of homes actually being monitored. In addition Jan will inquire as to costs involved in changing monitoring companies and report back to board

Other items

Comments were made concerning attorney's work, i.e. mix up on dates and late responses. Jan will look an billing invoice to make sure we are not charged for his oversights.

The agenda item pertaining to revisions to the Information Directory is carried over to the August meeting.

Meeting adjourned at 12:00 pm. (noon)

Respectfully submitted

Spencer Vail
Secretary

Charbonneau Homeowners Association Board Meeting Minutes, August 9, 2017

The following Board members were in attendance:

Jan Landis, President, Janet McGarrigle, Vice President, Spencer Vail, Secretary, Ty Kuhns, Welcoming, Barry Hendrix, Communications, Bob Barnum, Pools, Ron Reiter, Architecture

Roger McGarrigle, member of the Architectural committee was also present as was former board member Chuck Robertson. Sandie Maki, Treasurer, was excused.

Also in attendance was Steve Chinn, Property Manager. Richard and Marsha Grow, residents living on Fairway Drive, were also present.

Notwithstanding the noises of the construction crew replacing the siding there was a quorum being present, so the meeting was called to order at 10:03 am by President Landis

Minutes of the July 12 CHOA Board meeting

The first item on the agenda was the minutes of the Board's July 12, 2017 meeting. Spencer stated that all corrections suggested by Board members had been incorporated into the final draft and that there had been no substantive changes to the content. Barry moved for approval, seconded by Bob. Approved by unanimous vote.

Treasurer's Report: Chuck Robertson filling in for Sandie Maki – Report is on File

Chuck made note of a correction to the monthly summary. The number of home owners still owing for insurance should now be 2 and not 8. Also if the issue with C-26 goes over 90 days past due a lean will be filed. The Board accepted the report.

He then discussed how the Operating Budget and the Reserve Budget interact. Making use of projected graphics he went through the various categories of the Reserve Budget. He reminded Board members that if they have a budget they work with then any changes need to be brought to Sandie's attention as soon as possible. The budget plans for expenses 10 year out or to 2027. The Budget increases annually based on the

CHOA's Monthly and Annual Meeting Minutes from January 2004 to present

amount equal to the cost of living index and by the transfer of any unused funds of the Operating Budget. He then responded to questions by board members.

It was moved by Barry and seconded by Ron that the Board approve the Reserve Budget. Unanimous vote to approve the motion.

OLD BUSINESS

Miley Road- No change since last meeting- still awaiting contractors updated estimate to complete work

Pool house inspections- No other code violations found as a result of inspection of the work done to replace control panels

Painting- Painting in "B" neighborhood almost complete. A couple of homes still need the trim to be painted. Those homes and the painting of the fence around the pool should be done by next week or two.

Murphy's Green-CHOA now controls sprinkler heads and can begin watering program designed to soften soil for trenching work needed for rewiring. As a side note, there are problems with irrigation system generally this year as warm water temperatures have precipitated algae grown which clogs filter systems.

We are still awaiting Garron's overall irrigation cost estimates before this project moves forward.

AED Class- A class have been scheduled for August 30th at 10am. This is to be a class on how to use the AED. It is not a certification class. If enough people express an interest another class could be scheduled. An effort is being made to get these residents in the immediate area to take the class. Jan had handed out an information flyer to most of the homes on Lafayette in proximity to Rec Hall C.

Pool Key Cost- Janet stated that she contacted three locksmiths about making keys. Two said no way because licensing fees were too expensive (\$8000 just to get permission to duplicate) . She also said that she is waiting to hear back from manufacturer US LOCK with a cost estimate & who they would grant permission to make a 2nd. key for each homeowner.

Jays Presentation- Jan stated that 25 inspections were completed. It was suggested that another opportunity for inspections be offered and that Jay could possibly have a signup sheet at his booth in the upcoming Charbonneau open house event. Jan will contact Jay.

Input form for areas of concern- Most of the forms received in the drop box had to do with irrigation. Acknowledgement of receiving form was provided.

Rec Hall C siding- underway today.

Winchester Way Concerns - A letter was received from Bob Harland who indicated that he is pleased with the outcome of his visit to the Board last month and with the improvements on Winchester Way so far. Ken from Garron Grounds is going to be training Bob and his wife to monitor and report back to the board areas in need of Garron's crew

Security System- letter to be sent tomorrow to all property owners in CHOA asking for their preference and feed back. (Board stuffing envelopes now)

NEW BUSINESS

CHOA's Monthly and Annual Meeting Minutes from January 2004 to present

Property owner questions

CHOA property owners and residents Richard and Marsha Grow requested time on the agenda to address the Board concerning architectural issues and clarification of CCC and CHOA standards. They circulated photos of their property and others in the general Charbonneau area. They explained the problems they have encountered. There were questions asked and answered as well as an exchange of information. Suggestions were made and options discussed that should be explored to resolve the issue. Dialog remains open on how to work out issues. The Grow's will contact the contractor to see how the new construction can be changed to meet the CCC and CHOA standards. They will then get back to the Landscape Committee with those proposed changes

Christmas Party?

Jan asked if the Board would like to arrange for a CHOA Christmas party. If so there is a need to reserve room at the Country Club. Jan stated that with December being a busy month for family affairs would January be a better time? It was the consensus of the Board that Jan see about reserving a date in January. Jan will arrange for a date and email the Board members with a date. More work to come.

Pool Report-

Bob stated that he visited the pools sites and prepared a list of things that needed to be done forwarded it to Steve. The list included general clean up of the storage room areas, drinking fountains that need to be fixed, and gates that were not functioning property. Also the flag pole at pool "A" should be taken down. It is not used and is in a state of disrepair. In addition to the three breaker panels being successfully replaced, we will also have some electrical components replaced with ground fault type to comply with new code.

Pools are visited daily to check chemical balances, temperature and overall cleanliness.

Other Business

The storage area in the Rec building needs to be cleaned up and organized. As it is now it makes access to the generator and emergency supplies difficult in the event they may be needed. Steve said he would see that is taken care of immediately.

Revision to Information Directory

Carried over until next month-still need chairman

Meeting adjourned at 12:20pm

Charbonneau Homeowners Association Board Meeting Minutes, September 13, 2017

The following Board members were in attendance:

Jan Landis, President, Janet McGarrigle, Vice President, Sandie Maki, Treasurer, Spencer Vail, Secretary
Barry Hendrix, Communications, Bob Barnum, Pools, Ron Reiter, Architecture
Ty Kuhns, Welcoming, was excused.

Also in attendance was Steve Chinn, Property Manager and Ralph Martin, former CHOA Board member and chair of the Landscape committee. Karen Siegel was also in attendance.

With a quorum being present, President Landis called the meeting to order at 10:00 am.

Minutes of the August 9 CHOA Board meeting

CHOA's Monthly and Annual Meeting Minutes from January 2004 to present

The first item on the agenda was the minutes of the Board's August 9, 2017 meeting. Spencer stated that all corrections suggested by Board members had been incorporated into the final draft and that there had been no substantive changes to the content. It was moved and seconded to approve as amended. The motion was passed by unanimous vote.

Treasurer's Report: Sandie Maki, Treasurer – Report is on File

She stated that budget request forms will be sent to members within the next few days and that she would appreciate prompt replies so that a draft operating budget can be on next months agenda. She then responded to questions pertaining to some line item expenses on the monthly summary.

The Board accepted the report.

President Landis then stated that she had received a letter from the Board's attorney regarding the status of a possible legal action discussed by the Board last June. She then declared that the Board would now recess and go into executive session to discuss the matter. The issue has been resolved and the Board reconvened five minutes latter.

New Board Member

Ralph Martin introduced Karen Siegel, a CHOA resident. He stated that Karen had expressed an interest in becoming a Board member and would be agreeable to heading up the Landscape committee. She stated that Ralph had reviewed the rules and procedures of the Landscape Committee. She also toured the area and had gone over with him the "things to do" list. She responded to some questions posed by the members.

It was the moved and seconded that Karen be appointed to the Board to fill the unexpired term of Ralph Martin (until April, 2019) and that she become the new Landscape committee chairperson. Karen's appointment to the board passed by unanimous vote.

President Landis stated that Ann Higgins, Bookkeeper for CHOA, requested a spot on the agenda to discuss the status of the Painting Trust Fund. She was advised that a time-certain of 11:00am was assigned by President Landis . For background information President Landis reviewed the history of the Fund.

This fund, established to off-set the cost to the homeowner of painting their homes as required, needs to be re-examined. The computer program Ann had been using that calculates each homeowners amounts in the trust fund, interest earned and other intricacies of tax accounting has crashed and she has not been able to find a similar program. She will want to discuss with the Board the need for more up-dating, modifying or replacing the Fund. See details of Anne's presentation below.

Also, Ken Bartus of Garron Grounds has an 11:15 time certain slot on the agenda to discuss Murphy's Green.

OLD BUSINESS

Miley Road -Contractor cannot begin work on final phase of work for at least a couple of more months. .

AED Class- President Landis recounted the class held on August 30th. Ten residents attended the TVFR session. She said that she has had two calls requesting another class.

It was suggested that this class might be scheduled, possibly an evening class for those who cannot attend during the day.

Location of the AED unit was moved to inside the front door of the rec hall bldg. The reasoning for moving the unit to this location involved access to the unit without needing a swimming pool gate key. The house number of the rec hall will be used as the access code as it is in plain site on the outside of the building. Also the

CHOA's Monthly and Annual Meeting Minutes from January 2004 to present

ambient temperature inside the building is more compatible with the temperature maximums and minimums of the AED unit components. Also of note was that there is an APP- PulsePoint- that will locate all AED's in the vicinity.

A system for weekly monitoring of the unit was discussed with a sign off sheet to be posted on the wall next to unit. Jan will talk to Eric Hoem to see if he is willing to take on the task.

Rec Hall C- Steve indicated that the siding work is complete except the installation of the new windows. A week away is the best estimate. President Landis stated that there has been an increased demand for use of the facility.

Ann Higgins

It now being 11:00 President Landis called upon Ann Higgins, CHOA Bookkeeper, to relate to the Board the issues concerning the Painting Reserve Fund and why do we need it. No other homeowners association she is aware of has such a fund. It should be remembered that CHOA was the first homeowners association in the State of Oregon and at the time it sounded like a good idea. The Fund was designed to make the amount in each property owner's account be as close as possible to the actual cost of painting but that issue can be adequately addressed by other means.

What is common practice today is to make the painting fund a Reserve Budget item. She also spoke with our Auditing firm who saw no conflicts with dissolving the Trust Fund and proceeding in this manner. She said that the best time for making the change would be in two years at the end of the current assessment cycle. At that time all property owners would be assessed in the same manner: that would be the annual CHOA dues plus the painting reserve amount.

CHOA bylaws state that this can be done by Board directive, no association vote would be required. The Board will take this proposal into consideration when reviewing the annual update to the Reserve Budget and make sure that it is noted that the painting Trust Fund should be dissolved on December 31, 2019. Such action should appear on the December 2019 Board meeting.

Ken Bartus

It now being 11:17 President Landis called upon Ken Bartus of Gannon Grounds to come forward to discuss Murphy's Green with the Board. With the aid of maps and drawings Ken went over the history of the site and brought the Board up to date on the progress of restoration currently underway. Sprinkler heads have been changed and electrical control panels modified so that now the site is being watered regularly.

The use of the green will be for CHOA residents. It is situated on CHOA property and there will be a landscaped buffer area to physically separate it from the golfing public.

Maintenance costs, once brought into playing condition, is estimated to be about \$6700.00 per year as noted in the materials handed out. Others costs to be considered include a mower, flags and cups and similar items.

After discussion of monies designated in the Operating and Reserve Budgets for landscaping and related improvements such as the irrigation system, it was decided to finish off the current landscaping plan but to hold off on the degree of improvement to the putting green itself until after the January 20th holiday party. This will allow for input from all CHOA members to comment on the matter and allow for sufficient time make any improvements to the green prior to the 2018 golfing season.

Security System

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President Landis stated that we received 84 responses to the survey mailed out last month. That is a 37% response which, statistically speaking, is a very good rate. What is still not known is how many homes are actually being monitored. She also referenced a letter she received from Tom Pyle, former VP of CHOA Board that posed some additional questions that should be included and evaluated. A follow-up survey has been prepared and the Board is asked to provide her with any suggested changes or clarifications prior to it being mailed

NEW BUSINESS

Pool Report

It was reported that all pools will close on Sunday, September 17th. It was also reported that there was no objection from surrounding neighbors "A" pool about the removal of the old flag pole and that if not already taken down it will be within the next few days. There is a need for re-stripping some pool areas but it was decided that this should be done next spring prior to the pool openings.

Items Carried Over

Revisions to the Information Directory are carried over to the next meeting as is the Shareholders meeting announcement.

Meeting adjourned at 12:50.

Respectfully submitted

Spencer Vail, Secretary

Charbonneau Homeowners Association Board Meeting Minutes, October 11, 2017

The following Board members were in attendance:

Jan Landis, President, Janet McGarrigle, Vice President, Sandie Maki, Treasurer. Spencer Vail, Secretary Barry Hendrix, Communications. Bob Barnum, Pools. Ron Reiter, Architecture. Ty Kuhns, Welcoming, Karen Siegel, Landscape, was excused.

Also in attendance were Steve Chinn, Property Manager and Bob Harland, CHOA resident.

With a quorum being present, President Landis called the meeting to order at 10:00 am.

Minutes of the September 13, 2017 CHOA Board meeting

The first item on the agenda was the minutes of the Board's September 13, 2017 meeting. Spencer stated that all corrections suggested by Board members had been incorporated into the final draft and that there had been no substantive changes to the content. It was moved by Bob and seconded by Barry to approve the minutes as amended. The motion was passed by unanimous vote.

Treasurer's Report: Sandie Maki, Treasurer Report is on File

Sandie stated that the report indicates that 6 property owners have yet to pay their painting assessment. Three have been resolved since the report was prepared and that follow-up calls and emails will be sent to the other three by this week. There are still a couple of outstanding bills for tree trimming by CTS tree services. There was some confusion as to which party should submit invoice- CTS or HOAC. It was decided that in the future

CHOA's Monthly and Annual Meeting Minutes from January 2004 to present

written estimates will be submitted. She then responded to questions pertaining to some line item expenses on the monthly summary.

The Board accepted the report.

OLD BUSINESS

Miley Road

No change. Still waiting for contractor to submit revised estimate for the remaining work on the wall. Steve indicated that it will be at least another month or two as the contractor is extremely busy and does not have resources available to do a site visit.

Rec Hall "C" Windows

Windows have been installed. Painting of the new siding will occur before years end.

Another Rec Hall item discussed was the status of the proposed kitchen area. Final design and cost estimate will be brought to the Board for its review and approval within the next couple of months. This item will be placed on future agendas as Old Business.

President Jan now recognized Bob Harland who came to the meeting to report on landscaping issues in his assigned area. A written report, with photos, was e-mailed to Jan and a copy of each is made part of the record. The report points out concerns about the landscaping around pool E and the areas where weeding should be done. On a positive note most of the grassy areas have "greened up".

Jan commented that some of the areas are on hold as discussions are on-going between the golf course, CCC and the HOA concerning areas of landscape maintenance and irrigation responsibility. Jan is attending a meeting later in the week to observe and take notes and she will report back to the Board once there is a concrete proposal for consideration.

It was suggested that Bob email Jan, with a copy to Garron, his report covering future walk through. People in other neighborhoods are being recruited to walk other neighborhoods. Steve commented that Garron is responsible for upkeep and maintenance of all plants and grass outside of a home's inner courtyard.

AED

Jan stated that 81 responses have been received regarding the security system utilized by residents. One of the biggest concerns was whether or not all units in a given structure had an active fire alarm system. Many stated that it should be required for every homeowner to have an alarm system although not necessarily from the same provider. She intends to invite Wilsonville Lock and Storage to the next meeting.

Barry reported where there were AED's in Charbonneau. He cited Rec Hall "C", the tennis club, health club, pro shop and the club house. A written protocol is needed for our device. Jan will speak to Eric Hoem about drafting one for our consideration.

Rentals and property values

Jan stated that she has talked to several realtors about whether the number of rentals in a given area impacts property values and if so at what point does it become an issue. She has not received any information in response to those inquiries. Steve stated that there are currently nine rentals in CHOA's 228 homes.

With the increasing popularity of businesses such as Airbnb and inquiries to its administrative staff, the CCC contacted Jan and the other HOA's to request input on adopting regulations rentals. Our CC and R's and our bylaws currently state that any rental agreements must be for a one year duration. No information is available

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about renting out a room while the owner is still living. Consensus of the Board was that it probably not a major factor on neighborhood stability.

NEW BUSINESS

Individual Budgets

Sandie reported that all committee chairs with budgets had complied with her request for budget proposals. She has no major issues to bring to the Board.

Rec Hall "C" usage

President Jan stated that she has received several requests for use of the Rec Hall by non-CHOA people. One was for a birthday party involving six 5 year olds on a Saturday which she denied and the other was from the director of the theatrical group that presents plays at the Country Club. They were looking for a place to hold auditions. They would want to use the facility evenings Friday thru Sunday. She did not have to make the decision as while she was talking to other Board members the situation resolved itself in that the director found another location. She asked for Board input.

Steve commented that there is already a rule in place that says a CHOA resident must make the reservation and be responsible for complying with the rules for the use of the facility. The only exception has been in approving reasonable requests from CCC, i.e. during clubhouse remodeling allowing groups to shift their meeting location to our facility.

It was suggested that those reserving the facility be required to sign a form indicating that they have read and understand the rules of use and agree to abide by them. Board members were asked to submit their suggestion to Jan and that the changes and /or additions to the rules will appear on a future agenda.

Courtyard Resolution

There are instances where the home owners have removed fencing around their inner courtyard making it difficult to determine which area is CHOA's area of landscape maintenance and which part remains the homeowners responsibility. There needs to be a written document that is available to new owners who may not be aware that a fence once defined the courtyard area. Steve stated that he has taken it upon himself to advise new owners of any particular situations involved. He further stated that he would prepare a written document for the Board's consideration.

Wall hanging

President Jan stated that Jay Puppo has offered a wall hanging (blanket) to us to display in the Rec building. It was created to celebrate the 150th anniversary of Oregon statehood and depicts several historic scenes. The Board agreed to accept the gift.

Jan also stated that she has some questions concerning items of the pool contract that she wanted to discuss with the Board. She suggested this item be held over until the next meeting so we could move onto the other items on this agenda.

Jan asked the Board members to write up a job description that covers their position on the Board, any qualifications the person holding that position should have and what changes should be made to any existing job description. She will e-mail particular areas of concern to each member. This will assist in up-dating the information directory.

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Another item that is important to include on the information page is a copy of the insurance policy. The only copy currently available has the word "DRAFT" diagonally across each page. Steve said he'd contact Jay Puppo about getting a clean copy.

Revision of the Information Directory

President Jan stated that there is a lot of unclear language in the current document. She cited as an example the outside lights on garages and who was responsible for what-i.e.. the sensor, the light bulb and the light fixture are treated differently. The document also needs to be reviewed to be sure that references to other pages or subsections are correct.

Board members were asked to review the document in the areas covered by the Board assignment and areas of interest and forward them to Jan. Steve volunteered to help members navigate the document.

Meeting adjourned at 12:05

Respectfully submitted
Spencer H. Vail

[Draft- Approved by the CHOA Board](#)

Charbonneau Homeowners Association Board Meeting Minutes, November 8, 2017

The following Board members were in attendance:

Jan Landis, President, Janet McGarrigle, Vice President, Sandie Maki, Treasurer, Spencer Vail, Secretary, Barry Hendrix, Communications, Bob Barnum, Pools, Ron Reiter, Architecture, Ty Kuhns, Welcoming, Karen Siegel, Landscape

Also in attendance were Steve Chinn, Property Manager, Scott Vosburg of Wilsonville Lock and Security and Rosemary Ricken, Rec Hall C manager.

With a quorum being present, President Landis called the meeting to order at 10:00 am.

Minutes of the October 11, 2017 CHOA Board meeting

The first item on the agenda was the minutes of the Board's October 11, 2017 meeting. Spencer stated that all corrections suggested by Board members had been incorporated into the final draft and that there had been no substantive changes to the content. It was moved by Barry and seconded by Sandie to approve the minutes as amended. The motion was passed by unanimous vote.

Treasurer's Report: Sandie Maki

Treasurer Sandie's report and summary had been e-mailed to Board members prior to the meeting. She called attention to the 2 homeowners who have not paid the painting assessment. One has put check in mail and the other will pay after an overspray issue is rectified.

She also stated that the proposed 2018 budget contains a recommended \$4.00 per monthly fee increase, a 1.8%. This would rise the monthly base amount to \$219. The swimming pool budget is increased by \$770. There are no increases in the landscaping budget but a new contract is being prepared to provide for better accountability (see Karen's comments on page 4) the budget and supportive material prepared by Sandie are made part of the record.

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Bob moved, seconded by Barry, that the Board to adopt the proposed budget. Passed by unanimously vote.

Wilsonville Lock and Security – Scott Vosburg

President Jan then introduced Scott Vosburg from Wilsonville Lock and Security who she had invited to the meeting to discuss the security system currently available to CHOA residents. She highlighted the results of the recent survey conducted by the Board and asked for his feedback.

He gave a brief background on how the original system operated, changes to the alarm system providers over the years and the monitoring companies involved. He also went over the changes in technology and what his system can and cannot do. Although all homes in CHOA had alarm systems installed when constructed that is not the case now. Changes in ownership, home remodeling, removal of components of the original and individual preferences of land line versus wireless have all had an impact on the function of the monitoring system. He also discussed the base rate for each, the cost of up-grading the original system, the additional fees if cellular rather than landline is used. He said his system cannot monitor the systems used by ADT, Comcast etc.

He stated that he sent letters to all customers about testing system and also a letter to new homeowners as he becomes aware of the change in ownership. He stated that he will email Jan copies of those letters. Steve stated that there are about 20 new move-ins each year.

Scott thanked the Board for today's dialogue and said we could email him any additional questions that may arise.

Rec Hall C Agreement – Rosemary Ricken

Rosemary Ricken, our Rec Hall manager, addressed the Board to discuss revised criteria for reserving the Hall and the responsibilities that entails for posting on the web site and a copy of house rules to be posted in the building.

A draft was emailed the Board for its review. The Board suggested that language pertaining to use of the alcohol, pool, warnings about golf course, no smoking and duties of the homeowner be included. She suggested that any additional comments be emailed to her for their consideration and inclusion. Steve will check with our insurance agent to see what our responsibilities may be.

Garron Grounds Contract – Karen Siegel

Karen then went over the status of the Garron Grounds contract that she had emailed to the Board. She stated that it is much more specific than prior contracts. There are benchmarks in the new contract that will allow for better monitoring compliance with the tasks to be accomplished. It has also opened up lines of communication with Garron. She also stated that mulching may be scheduled again. She has also received contract revisions this morning but has not yet reviewed but will keep the Board advised.

Information Directory Review – Jan Landis

President Jan then told the Board that Bob has volunteered to review and make modifications to the first 34 pages of the information directory. He will also like to incorporate suggestions from Board members. Any suggestions should be emailed to Bob.

As Bob put it he will have some "down time" coming up soon and would be able to devote a portion of it to overseeing the revision. There are some technical formatting issues that will need to be rectified in the future.

Next Steps for Alarm Monitoring – Jan Landis

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The Board next discussed the issues raised during the discussion with Scott Vosburg and what the implications could be with any changes to the status quo. Jan asked to Board to consider options for a course of action that would be fair to all CHOA homeowners and that the matter will back on a future agenda.

Golf Course Noise Complaint – Jan Landis

In response to complaints about golf course maintenance equipment making too much noise too early in the morning Jan suggested that a post that generally comments that although the City of Wilsonville has a noise ordinance the golf course is specifically excluded from compliance.

Gutter Cleaning Process – Steve Chinn

Jan then commented on the gutter cleaning provided CHOA residents. The Board had received a written description from Steve on gutter cleaning (copy in file). It is unclear as to what "clean" means and what exactly what is included and when cleaning occur. Although residents are supposed to receive a notice via a door hanger that the gutters have been cleaned. Comments have been received that no notice has been received. Steve stated that he and/or Ron spot checks the homes to be sure work was done and have found that the work was completed as per the contract. Cleaning usually begins after all (well most all) leaves have fallen which would be late December or early January.

.Jan directed Steve to prepare a more detailed description of the gutter cleaning process for Board review and posting on web site.

The meeting was adjourned at 12:25.

Respectfully submitted
Spencer Vail, Secretary

Charbonneau Homeowners Association Board Meeting Minutes, December 10, 2017

The following Board members were in attendance: Jan Landis, President, Janet McGarrigle, Vice President, Sandie Maki- Treasurer, Spencer Vail, Secretary, Barry Hendrix, Communications, Ron Reiter, Architecture, Ty Kuhns, Welcoming, Karen Siegel, Landscape

Board member Bob Barnum, Pools, was excused. Also in attendance were Steve Chinn, Property Manager,

With a quorum being present, President Landis called the meeting to order at 10:05am.

Minutes of the November 8, 2017 CHOA Board meeting.

The first item on the agenda was the minutes of the Board's November 8, 2017 meeting. Spencer stated that he had not received any suggested modifications from Board members. It was moved by Barry and seconded by Janet to approve the minutes as submitted. The motion was passed by unanimous vote.

Treasurers Report

President Jan then called upon Board Treasurer Sandie to give her monthly report. She requested that the Board authorize her to transfer excess funds in the regular budget to the Reserve budget as outlined in the written report. Spencer read into the record the following motion "The Board approves that Sandie Maki will authorize Ann Higgins to transfer excess general operating funds from 2017 to reserves for 12/31 leaving approximately \$2000 as a cushion for year end expenses". So moved by Barry and seconded by Janet. Approved by unanimous vote.

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Also \$4450 will transferred to bad debts to cover the accounts also referenced in her report which is made part of the record. She also stated that all invoices need to be turned into Ann by December 26th at the latest to bring our budgets current by years end. The Board accepted the report.

Miley Road

There is \$9,047 left in this years budget earmarked for the repair of the Miley Road fence. The contractors estimate for completing the project is \$23,435, a difference of \$14,338. Steve has met with the contractor and is of the opinion that there are sufficient funds in the current budget to pay for the work to be completed this year. The remaining work will be reconsidered in January.

Rec Hall C

Painting has been completed except for the pergola which will be done next summer. The house number has been reinstalled. Jan commented that there is still a need to adopt a protocol for the alarm system and that she will work on writing one for consideration at the next Board meeting.

Revision to the Information Directory

Jan stated that she has taken the suggestions submitted by Board members and incorporated them into one working document for further review. She has also separated the document into distinct groups: Information Directory; CC&R's and By-laws with a table of contents for each.

It was mentioned that the home owners notebook that is meant to be passed on from one owners to the next doesn't always occur and when it does it is not always up-to-date. Many now rely on the on-line version. In addition the document should clearly state what the HOA responsibilities are and what the homeowner responsibilities are.

Spencer commented that a greater distinction needs to be made between pathways for walking, jogging, biking etc and the cart paths owned by the golf course and meant for the sole use of the golfers. He felt the final document wording in this subject should not be construed to sanction an illegal activity. He will work on some draft language for consideration by the Board.

Jan commented that the golf course is contemplating removing some cart paths. It was suggested that we see if we can get a map from the golf course which clearly denotes "official" cart paths. If available it could be included in the Directory.

Report from Attorney on Alarm Monitoring

Jan gave a run down of our recent polls of homeowners concerning their alarm system and highlights of conversation and meeting with Wilsonville Lock and Security. The majority opinion was that CHOA should not pay for services not utilized.

She then commented on her recent conversation with our attorneys about the of alarm system monitoring situation. They suggested language for the ballot and cover letter. It was suggested that the definition of eligible voter contained in the by-laws be checked prior to mailing. Spencer stated he felt it was one vote per household in which case only one signature line should be shown on the ballot. Jan will check that out.

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How many votes are necessary for passage is not clear. As written, it would required a 90% of the 228 households or 205. Jan stated that consensus of those she asked is the 75% would comply with State regulations governing HOAs. That figure would require 171 votes to pass the amendment.

The ballot should be sent to each household via snail mail as not all CHOA members have email available. It was also suggested that we provide a stamped return envelop with each ballot. Jan will check with Ann about printing labels.

After discussion on when to mail the ballots and what date for the requested return it was moved by Barry and seconded by Sandie to mail the ballots to returned by January 20, 2018. Passed unanimously.

Update on Grow patio

It has been several months since an agreement was reached between CHOA and the Grow's and as of today they have not begun construction. Steve commented that he has made several phone calls and left messages but has not received any reply. He suggested that the Board send a letter stating that if construction has not been completed by January 20, 2018 a \$25 per day fine will be levied until project is completed. Steve will draft a letter and Jan will approve content.

New Business

CGHOA and CHOA agreement

Karen informed the Board about an agreement being discussed between Charbonneau Green HOA and CHOA concerning the property that makes up the southerly slope of the hillside adjacent to the cart path that goes under French Prairie Road (AKA Tunnel C). Historically CHOA maintained that property because there was no physical indication of where the property line between the two HOAs was located. For reasons not specifically known to this Board the maintenance stopped.

To resolve the ownership issue a land survey was performed which indicated that the property in question was about evenly split between the two HOAs. A meeting of all parties was held between the two HOAs to work out who should do what and how to allocate costs. Both HOA's will obtain bids from landscaping companies and then decide which company will do the landscaping of the area. That cost will be shared on a 50/50 basis. Karen will update us at the January meeting.

Holiday Party

Janet stated that a theme has been adopted for the event-"Snow Flakes" She stated that center pieces have been acquired but had questions about other needed items. There are some supplies in the Rec Hall storage area and that will be examined after this meeting

Jan stated that invitations will be extended to all of out contractors.

Board members were advised that their help will be needed for set up and take down and other miscellaneous chores like washing the table cloths and busing tables.

Rec Hall kitchen update

Steve stated that Rosemary had called and volunteered to take over the project and that she would get bids and plans for the Board's consideration Jan suggested that she be invited to the January meeting to give an update and respond to questions of the Board. There needs to be a plan before we ask for bids.

Job Description

Jan reminded Board members to write up a job description for their position and/or committee assignment for inclusion in the new Information Directory

Executive Session

Miscellaneous

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Jan commented that she is preparing a slide show depicting how resources are being utilized. It will show before and after photos of various projects. This will be used at the annual meeting in April.

Jan then called the Board into executive session at 11:55 to discuss potential legal actions on specific properties

The Board reconvened at 12:07

Adjourned at 12:10pm

Respectfully submitted

Spencer Vail
Secretary