



BLACK BUTTE RANCH ASSOCIATION  
Board of Directors Special Meeting  
MEETING MINUTES

1/16/09

January 16, 2009, 12:00 PM, Black Butte Ranch Community Center  
Black Butte Ranch, Oregon

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The meeting was called to order at 11:46 AM.

**DIRECTORS IN ATTENDANCE:** Matt Baker, Cathy Ellis, Rick Pay, Doug Pollack (via conference call), Wally Schulz, Lynn Stafford, Bruce Vaughan, Bob Wollmuth

**STAFF IN ATTENDANCE:** Sharon Dilley, and Katie Williams. Minutes compiled by Katie Williams.

**PROPERTY OWNERS PRESENT:** Approximately 11 property owners were in attendance.

**HVAC REPAIR** – Bruce Vaughan

A motion was made by Bruce Vaughan to approve the repair of the HVAC at the Lodge for a cost of \$149,050 to be funded from the major repair and replacement fund and contributed as capital to the Corporation.

*Motion was seconded by Rick Pay.*

Discussion was opened on the motion, with questions regarding components of the HVAC system and whether or not the entire system needs to be repaired. Bruce Vaughan indicated that it is extremely difficult to get parts for the system, and extensive repairs are required. Bruce said that as a result of previous cutbacks on repair we now have an unusable system.

The discussion was continued by Matt Baker asking if it were possible to delay the major repair a year, but have the ducts cleaned and the make-up air problem corrected. He questioned the need for the computerized HVAC control system. It was mentioned by Bruce Vaughan that the control system was necessary to be able to adequately control the air flow and temperature in the restaurant and the lodge. Sharon Dilley mentioned that she has heard many complaints by restaurant patrons about being cold in the restaurant. Bob Wollmuth agreed that it was not acceptable for restaurant customers to be uncomfortable.

The discussion ended with a call for a vote by Bob Wollmuth.

*Motion passed: 7 in favor, one opposed (Matt Baker)*

Rick Pay opened discussions by describing the Finance Committee recommendation to wait one year on the remodel of the Lodge lobby and restroom area. He also requested that the Board authorize up to \$50,000 to repair the front desk area recently vacated by the Front Desk staff and to make minor repairs to the bathrooms. These repairs are predominantly painting and minor cosmetic repairs. Also included in this recommendation is to keep the planning and design process moving forward on the Lodge remodel, either by engaging a quick look from the Lodge Task Force or some other agreed upon method.

Discussion was continued by Doug Pollack asking for clarification on what will be done with the proposed funds. He mentioned concern about the appearance of the front entry once the staff moves out. Rick Pay responded that the intent is to do primarily cosmetic repairs with out any major reconfiguration at this time. Rick Pay also described the features of the original Lodge lobby and restroom remodel and the Finance Committee discussions that resulted in the recommendation to postpone the plan. Rick Pay added that Dean Ecker has requested that the Lodge Restaurant be reopened no late than May 1, 2009, but preferably by Easter.

**A motion was made by Rick Pay, as indicated by the Finance Committee's recommendation, to delay the Lodge remodel project by one season, and authorize that the appropriate repairs to the front lobby area of the Lodge take place to create a welcoming entry, monitored by the Finance Committee, and that the process of the Lodge remodel continue to move forward.**

***Motion was seconded by Lynn Stafford.***

Bob Wollmuth opened the floor for discussion on the motion. Cathy Ellis asked for clarification on the use of the term "one season" in the motion versus one year. Rick Pay said that the use of the term "one year" would preclude the Board from being able to do anything before the end of the year. In discussion Rick Pay also requested that Bruce Vaughan be appointed Board Liaison with respect to the Lodge repair work. Bruce accepted. Rick Pay also suggested that the Board follow up this discussion with the potential re-launching of the Lodge Task Force. Bob Wollmuth indicated that that would be a topic of discussion at the February Board meeting.

***Motion passed (unanimous).***

**A motion was made and seconded to adjourn.**

***Motion passed (unanimous).***

The meeting was adjourned at 12:34 PM.

**Katie Williams,**  
Recording Secretary, Black Butte Ranch Association

**Ruth Burk,**  
Secretary, Black Butte Ranch Association

## **SUMMARY OF MOTIONS**

A motion was made by Bruce Vaughan to approve the repair of the HVAC at the Lodge for a cost of \$149,050 to be funded from the major repair and replacement fund.

*Motion was seconded by Rick Pay.*

*Motion passed: 7 in favor, one opposed (Matt Baker)*

A motion was made by Rick Pay, as indicated by the Finance Committee's recommendation, to delay the Lodge remodel project by one season, and authorize that the appropriate repairs to the front lobby area of the Lodge take place to create a welcoming entry, monitored by the Finance Committee, and that the process of the Lodge remodel continue to move forward.

*Motion was seconded by Lynn Stafford.*

*Motion passed (unanimous)*

A motion was made and seconded to adjourn.

*Motion passed (unanimous).*