

Charon Pines Homeowners Association
Annual Meeting
Tuesday, April 2, 2024
5:30 PM Zoom Meeting
Minutes

- I. Call to Order; Confirm Quorum – Pursuant to timely notice of the meeting having been given, Abbie Cobb, President, deferred to Carol Cannon, Managing Agent to run the meeting. Carol called the meeting to order at 5:35 PM. Quorum is a majority. Nine unit owners were in attendance via ZOOM, so a quorum was met. In attendance were, Andrew Delgatti #54, Don and Patty Grady #58, Brent Vaughn #48, Andrew Carpenter #50, Kiki Zaist #56, Abbie Cobb #62, Lynnette and Robert Will #46, Anne and Dick Rask (proxy for Steve Rask #60).
- II. **Approve Minutes of the last Annual Meeting** – Carol asked if there were any changes to the 2023 Annual Meeting Minutes. There were none. Approve the minutes of the July 25, 2023 Annual Meeting Minutes. M/S/P Kiki/Brent.
- III. **Manager’s Report and Current Financials as of Dec 31, 2023** – Carol presented the 2023 Repairs and Maintenance and the Financials as of December 31, 2023.

Financials as of 12/31/2023

Operating Account = \$ 33,378

Reserve Account = \$43,642

No Units more than one month Past Due

Carol reviewed Year-End 2023 Balance Sheet, Profit and Loss Budget vs Actual Financial Reports as presented Members present approved the 2023 Financials. M/S/P Lynnette/Abbie.

Carol reviewed the recent 2023 Repairs and Replacements (determined in the special 2022 Membership Meeting funded by the \$16,000 per unit assessment) and the proposed 2024 Repairs and Replacements.

| Year | Project Description | Cost | Project Status |
|------|---|--------------------------------------|--------------------|
| 2023 | Front Deck Waterproofing remaining units | \$ 3120 (#62 still needs to be done) | Completed and 2024 |
| 2023 | Fire Mitigation – weed whacking | \$ 900 | Completed |
| 2023 | Fireplace inspections | \$ 2,000 | Completed |
| 2023 | Roof Replacement | \$89,000 | Completed |
| 2023 | Repair back porches, siding, and steps | \$500 estimate | 2024 |
| 2023 | Paint remaining front and back of both buildings, garage doors and all windowsills and trim | \$28,500 | Completed |
| 2023 | Driveway sealcoat and crack sealing | \$ 3900 | Completed |
| 2024 | Fire Mitigation – weed whacking | \$ 1,000 | August 2024 |
| 2024 | Heat tape repairs – replace old heat tape | \$5000 | 2024 |
| 2024 | Fireplace inspections | \$ 1,000 | September 2024 |

Carol explained Turner Morris performed extensive heat tape replacement (installed commercial grade heat tape) and gutter repair was necessary 2023 fall due to leaking behind the gutters and original non-commercial grade heat tape failing.

- IV. **Proposed Operating Budget 2024 Discussion and Vote to Ratify** – Carol reviewed the Proposed 2024 Budget spreadsheet. The Membership needs to vote on it to ratify the budget. Carol reviewed each line item, noting the dues would increase \$50/mth/unit beginning May 1, 2024.

Dick Rask felt the dues should be increased more to cover operating costs. The Board said they did not want to increase dues too much following the \$16,000 assessment last year. The Board will review dues increases for next year. Carol said the expenses for heat tape replacement and siding repairs would be expensed from the Reserve Account, not the Operating Account.

Andrew Carpenter suggested the Reserve Account be in a higher interest-bearing money market account. Carol will implement this now that all the major expenses have been funded. Andrew C also asked if the Comcast expense can be researched. Some owners do not use cable any longer and stream channels. Some owners prefer to have cable. Carol and the board will research this further.

The board is researching other plow companies to see if there is a savings there. Carol said the current plow company's contract price will remain the same in 2024-2025 season.

After the New Business and Financial discussions, the Membership approved the Proposed 2024 Budget as presented with the Comcast/cable line item researched. M/S/P / Dick /Abbie.

- V. **Old Business** – Carol asked if there was any Old Business. There was none.

- VI. **New Business** –

- Exterior Deck Maintenance – Dick Rask requested the Board determine if painting and sealing the concrete pads on the decks be an owner repair and responsibility or an HOA expense. The decks are considered limited common area, so each owner is normally responsible for their own deck repairs.

- VII. **Election of Board of Directors and Officers** – Carol asked if any other members who would like to serve on the Board. There were none. Carol asked if the current Board would serve another term. All current Board members agreed to serve another 1-year term with current positions.

Wayne Peters, President

Brent Vaughn, Vice-President

Abbie Cobb, Treasurer

Approve the Board of Directors presented. M/S/P Rob/Rick.

- VIII. **Adjourn**

Members present agreed to adjourn at 6:45 PM