

**Charon Pines Homeowners Association  
Annual Meeting  
Wednesday, March 19, 2025  
5:30 PM Zoom Meeting  
Minutes**

**I. Call to Order; Confirm Quorum** – Pursuant to timely notice of the meeting having been given, Kik Zaist, President, deferred to Carol Cannon, Managing Agent, Bliss Property Management, Inc., to run the meeting. Carol called the meeting to order at 5:35 PM. Quorum is a majority. Eight unit owners were in attendance via Zoom, so a quorum was met. In attendance were Patty Grady #58, Andrew Carpenter #50, Kiki Zaist #56, Abbie Cobb #62, Lynnette and Robert Will #46, Shawn and Ginger Ebbinghaus #44, 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 2024 Annual Meeting Minutes. There were none.

Motion to approve the minutes of the April 2, 2024 Annual Meeting Minutes. M/S/P Kiki/Abbie. Passed.

**III. Manager’s Report and Current Financials as of Dec 31, 2024** – Carol presented the 2024 Repairs and Maintenance and the Financials as of December 31, 2024.

**Financials as of 12/31/2024**

Operating Account = \$ 9217

Reserve Account = \$54,303

No Units more than one month Past Due. A majority of the Reserve Budget is in a higher interest bearing account.

Carol reviewed the recent 2024 Repairs and Replacements and Future Repairs

**Major Repair and Maintenance Items 2023-2025 Future Repairs**

Year	Project Description	Cost	Project Status
2023	Front Deck Waterproofing remaining units	\$ 3120 (#62 still needs to be done)	Completed
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	Will get new estimate	2025
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	\$ 800	Completed
2024	Heat tape repairs – replace old heat tape #44-#52	\$8840 incl some gutter and downspouts repairs	Completed
2024	Fireplace inspections	\$ 1000	Completed
2024	Cut down trees – fire mitigation	\$4600	Completed
2024	Stain front decks (annually)	\$3200	Completed

2025	Heat tape repairs – replace old heat tape	\$2000 #56	2025
2025	Fireplace inspections	\$ 1000	2025
2025	Fire Mitigation – weed whacking	\$ 800	2025
2025	Repair back porches, siding, and steps	\$1000 estimate	2025
2025	Stain front decks (annually)	Skipping 2025 as a test	

Carol asked if there were any discussions or questions regarding past or future maintenance items and these will also be discussed in New Business.

**IV. Proposed Operating Budget 2024 Discussion and Vote to Ratify** – Carol presented the 2025 Budget and financials as of December 31, 2024 in detail and reminded everyone that the Board has approved the Budget and financials as presented. The Membership needs to vote to ratify the budget.

Motion to approve the Proposed 2025 Budget and 2024 Financials as presented. M/S/P / Dick /Abbie. Passed

**V. Old Business –**

- New fireplaces – member coordination by Lynette. Lynette has been communicating with Consider it Done (CID) fireplaces and with the 5 members who are interested in replacing their fireplaces as a group and receiving a discount. Lynette is working on getting in touch with CID and firm up prices, details and logistics. Lynette and Abbie will research other fp companies to get a second bid.

- Comcast services – no change. Carol explained that she worked with Comcast to reduce the fees if Comcast provided just internet and no TV (members would instead use individual streaming services). The Board determined there was not enough of a savings to change the services.

- No grills or firepits on decks – Carol reminded everyone that the CP insurance company does not allow any type of grills or firepits on the front or back decks, on the grass, and must be 10 feet away from any structure. Carol explained that all insurance companies are enforcing these rules.

Carol asked if there was any other Old Business. There was none.

**VI. New Business –**

Future Maintenance Items - 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. Carol said decks are considered limited common area, so each owner is normally responsible for their own deck repairs. Members present will keep an eye on their decks to see if the concrete cracking affects all owners or not. A quick poll was done among owners present and 3 said they have cracks, 2 did not and 2 did not know. Please let Carol know if the concrete on your deck is cracking. The Board will continue to discuss this.

Abbie asked everyone to look at their front deck railings to see if it is separating from the building like her south-facing (not the driveway facing railing). It has separated about 3/4” away from the exterior wall. Please let Carol know if your railing is separating. It needs to be anchored. It is a safety issue.

Carol mentioned that the local Red White and Blue Fire Department has weed whackers machines available for people to borrow to weed whack their property’s tall grasses in the fall. Fire Dept. says this is the best and cheapest way to perform fire mitigation. A few members were interested in doing this job to save the HOA \$800-\$900 cost of the project.

Carol asked if there was any other new business. There was none.

**VII.Election of Board of Directors and Officers** –The current 2024 Board is Abbie Cobb, Kiki Zaist, and Andrew Deligatti. Andrew Carpenter nominated the current slate of Directors and said they are doing such a great job. Andrew C. also offered to be on the Board if there is a Board member who is not interested. Carol asked if any other members would like to serve on the Board. All current Board members agreed to serve another 1-year term. The 2025 Board of Directors is Abbie Cobb, Kiki Zaist and Andrew Delligatti.

Motion to have current Board members serve another 1-year term. M/S/P Rob Will/Andrew Carpenter. Passed.

**VII.Adjourn** - Motion made to adjourn at 6:20 PM M/S/P Lynette/Abbie. Passed.

Respectfully Submitted by:  
Carol Cannon, Managing Agent  
Bliss Property Management, Inc.  
March 19, 2025