



Dawson Landing Homeowners Association, Inc.
Post Office Box 4401
Woodbridge, VA 22194

November 15, 2016

Dear Dawson Landing Homeowner,

As the holidays approach, we often think of family and friends, which is probably why our founders chose this time of year for our association's biannual meeting. I look forward to seeing each of you on **Dec 6 at 6:30 pm**. The biannual meeting will be held in the Locust Shade Room of the Prince William County **Ferlazzo Building** at 15941 Donald Curtis Drive, Woodbridge, VA. Pizza and soda will be provided up until the **start of the meeting at 7:30 pm**. You may come directly from work to enjoy a bite to eat and fellowship with your neighbors.

The Board of Directors currently has six (6) of seven (7) established directors. We are in need of a Treasurer. If you hear the calling to serve and are interested in joining the board, we encourage you to contact the board at dawsonlandingHOA@hotmail.com. At the biannual meeting, homeowners will vote to fill the seventh board member position. We need a minimum of 10% of the association members to participate in the meeting or by proxy. **If you cannot attend, please complete and return your proxy now.**

The HOA board members made a concerted effort this year to plan strategic projects which enhance property values and promote a broader sense of community involvement. I am pleased to report our significant achievements.

- * Procured a contract with Patriot Disposal, and implemented a new Consolidated Refuse and Recycling Service at a homeowner cost of \$13 a month for 5 years.
- * Established a Policy Resolution for Trash and Exterior Maintenance.
- * Enriched www.dawsonlanding.com by populating the Documents and Meeting Minutes areas, and by creating a historical Notifications repository.
- * Distributed critical updates to homeowners across multiple channels: letters, printed flyers, e-flyers, Facebook, email and the website.
- * Proposed a settlement to resolve the Home Based Business matter.
- * Supported the highly successful Community Yard Sale managed by our neighbor Randy Causey.

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- * Hosted a festive Community Potluck Picnic managed by our neighbors Lyttleton and Nadine Shurland.
- * Shepherded approval for 14 new ARB change requests.
- * Managed the annual inspection process that resulted in a new low record of violations, only 8 hears from the community this year.
- * Negotiated common area property improvements and a Deed of Easement for the PWC Service Authority Pump Station at no cost to our homeowners.

We simply could not have accomplished so much without the unwavering support of many talented HOA volunteers. Please extend a gracious thank you to all your neighbors that committed their time and energy for the betterment of Dawson Landing – Winnie Miller, Erik Graves, Randy Causey, Debbie Mahaffee, Afsar Qureshi, Chris Brown, Joe Sutton, Lyttleton Shurland and Nadine Shurland.

In our continuing effort to be better stewards of the HOA's resources, we would like to disseminate information to you electronically as much as possible. Please help us achieve this goal by requesting HOA e-flyers, which also help save the Earth's natural resources, at dawsonlandinghoa@hotmail.com.

Thank you, everyone, for all of your suggestions and assistance this past year. Keep abreast of our activities – meeting minutes, community information posts and the Dec 6 biannual meeting agenda – on www.dawsonlanding.com.

Please plan to attend next month's biannual meeting to learn more about what's happening in Dawson Landing and meet your neighbors. I look forward to seeing you there.

Wishing you a Happy Thanksgiving!



Maureen Parlette
President

Enclosure: Proxy Form with Instructions

PROXY FORM

Address _____

(I)(We) _____ and _____
(PRINT) (PRINT)

under the provisions of ARTICLE III, Section 6. Of the Bylaws of Dawson Landing Homeowners Association, Inc., hereby grant(s) (MY) (OUR) proxy to

(Insert name of another Class A Member (Lot owner), Director or Officer (if left blank the Secretary shall be designated as your proxy for the purposes of casting your vote as instructed below).

for the sole purpose of casting (my) (our) votes at the biannual meeting to be held on Dec 6, 2016, or any subsequent meeting called due to failure to obtain a quorum at the first attempt to hold the meeting provided that this proxy shall be deemed invalid after 11 months.

Check one of either (A, B or C) below:

Check one of either (A, B or C) below:

A. **Instructed Proxy:** The person in this proxy must cast (my) (our) vote for the following candidate (up to seven) for the Board of Directors.

Write in: _____

B. This is an **Uninstructed Proxy**, given to the Proxy holder without instructions to vote as said person deems best.

C. **Proxy for Quorum Purposes Only:** Authorizes the Secretary to count you as present at the meeting, but does not allow any person to cast your vote at the meeting. This means your Lot (Class A membership) will be counted for quorum purposes only.

(Owner's Signature)

(Owner's Signature)

Date _____

Date _____

NOTE: Please read the proxy instructions on the back. A copy of this proxy must be filed with the Secretary or Managing Agent before the commencement of the biannual meeting. This proxy may be revoked only by actual notice to the Secretary or Management Agent prior to the commencement of the meeting.

INSTRUCTIONS FOR PROXY

1. USE THE PROXY ONLY IF YOU DO NOT WISH TO VOTE IN PERSON OR CANNOT ATTEND THE DAWSON LANDING HOMEOWNERS ASSOCIATION BIENNIAL MEETING SCHEDULED FOR **DEC 6, 2016 AT 7:30 PM IN THE PRINCE WILLIAM COUNTY FERLAZZO BUILDING**, LOCATED AT 15941 DONALD CURTIS DRIVE, WOODBRIDGE, VA. YOU MAY ASSIGN YOUR PROXY TO A **CLASS A MEMBER** (LOT OWNER) WHO WILL ATTEND THE MEETING; ASSIGN IT TO A DIRECTOR OF YOUR CHOICE TO VOTE ON YOUR BEHALF FOR PERSONS NOMINATED TO FILL VACANCIES ON THE BOARD OF DIRECTORS OR FOR ANY ACTIONS OR QUESTIONS MADE BY MOTION AT THE MEETING; OR FOR PURPOSES OF ESTABLISHING A QUORUM ONLY AND NOT TO CAST A VOTE ON ANY ISSUE TO BE VOTED ON BY THE MEMBERSHIP.
2. ALL OWNERS OF RECORD OF THE LOT (CLASS A MEMBERS) SHOULD SIGN ANY PROXY.
3. THE PROXY SHALL BE NULL AND VOID IF IT IS NOT DATED AND SIGNED BY AT LEAST ONE LOT OWNER.
4. Print your address and name at the top of the proxy to ensure that your Lot is registered as present for the meeting and to ensure that, if desired, your vote is counted.
5. Print the name of the person or Director you wish to designate as your proxy. If you leave a blank, the Association's Secretary will be designated as your proxy to cast your votes.
6. If you mark the box on the proxy form for "instructed proxy," your designated proxy must vote as you have designated on the proxy form.
7. If you mark the box on the proxy form for "uninstructed proxy," your designated proxy shall have leeway to cast your vote as that person deems best.
8. If you mark the box on the proxy form "proxy for quorum purposes only," your proxy will be counted for quorum purposes only to allow proceedings of the biannual meeting to continue with those Lot owners present. The person that you designate as your proxy will not be able to submit a vote on any vacancies, actions or questions raised during the meeting.
9. **Please mail (so that it arrives no later than Dec 3, 2016) your completed proxy form to the Dawson Landing Homeowners Association, Inc. at Post Office Box 4401, Woodbridge, VA 22194 or hand deliver it by Dec 5, 2016 to the President's home address at 15405 Marsh Overlook Dr., Woodbridge, VA 22191.**
10. Consistent with ARTICLE III Meetings of Members, Section 5. Voting, of the Bylaws of Dawson Landing Homeowners Association, Inc. – No Class A Member (Lot owner) shall be eligible to vote, either in person or by proxy, or to be elected to the Board of Directors, who is shown on the books or management accounts of the Association to be more than sixty (60) days delinquent in any payment due to the Association.