



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

Minutes of the meeting of February 7, 2017

Board Members Present

Lamarr Johnson (President)	Vern McHargue (Vice President)
Germaine Roseboro (Treasurer)	Bud Parlette (Architectural Review Board Chair)
Kate Loving (Secretary)	Maureen Parlette (Director)
Amy Chaffman (Landscape Coordinator)	<i>(Present via phone for a portion of the meeting)</i>

Architectural Review Board (ARB) Members Present

Bud Parlette	Lamarr Johnson
Winnie Miller	

Homeowners Present

0 Homeowners present (in addition to Board and ARB members)

1. Call to Order

The President called the meeting to order at 7:00 PM.

- a. A motion was made, seconded and the Board of Directors (BoD) unanimously voted (7 in favor and 0 against) to approve the November and December 2016 meeting minutes and post them online.

2. Homeowners Forum

No homeowners were present.

3. Officer Reports

- a. The President discussed questions brought to his attention regarding the validity of the officer elections held during the January 2017 BoD meeting. An email from legal counsel was submitted for review regarding voting by Proxy. Legal counsel stated "...voting by proxy is allowed at Association meetings, not at Board meetings or committee meetings..." A motion was made and seconded to hold a second election (4 in favor and 3 abstained from the vote). The results were as follows:

Mr. Lamarr Johnson elected PRESIDENT
Mr. Vern McHargue elected VICE PRESIDENT
Ms. Germaine Roseboro elected TREASURER
Ms. Kate Loving elected SECRETARY
- b. The Vice President had nothing to report.
- c. The Secretary presented Board member comments regarding the draft January 2017 meeting minutes to the BoD for discussion. It was agreed the Secretary would redistribute for review a version of the minutes with all comments combined.

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The President was asked by members of the Board to contact HOA attorneys in regards to proper procedures for recording executive session results as part of the following month's meeting minutes.

Formal response to Ms. Morissey was discussed with the possibility to attach the response to the January meeting minutes once they have been approved by the Board and posted on the website.

- d. The Treasurer recommended an audit be held by Goldklang Group per a proposal previously submitted to the BoD for review. A motion was made, seconded and the BoD unanimously voted (6 in favor and 0 against) to approve an audit (Ms. Chaffman was no longer attending the meeting).

Per Ms. Roseboro requested, the BoD reviewed and approved the annual budget. Ms. Roseboro also reported she was planning to work with MJF on the aging report. A motion was made, seconded and the BoD unanimously voted (6 in favor and 0 against) to accept changes and approve the budget.

4. Architectural Review Board Report

- a. The ARB Chair reported there was one request for change to a roof which was approved. There were three violations left from 2016. They are currently being fined. There are two more in violation that are on second notice, upon third notice they will also be fined. There are four violations that have reached maximum assessment.
- b. Mr. Parlette requested that ARB members stay after the meeting for elections due to there being a quorum present.

5. Old Business

- a. Trash Violation Notifications:
The Board discussed issues with homeowners leaving trash cans visible from the street. MJF will be notified.
- b. Landscape Contract:
The Board agreed that we have a two year contract so we will stay the course for now and consider options later if necessary. When the current contract is reaching the end, Ms. Chaffman will request bids from landscapers for a new contract.

6. New Business

- a. Reserve Study:
The Vice President will contact companies to get bids on holding a reserve study.
- b. Homeowner Survey:
Tabled until next meeting due to time constraints.
- c. Neighborhood Watch:
Discussion on a neighborhood watch resulted with no individual to lead the effort.
- d. Website Improvement:

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The Board agreed that Ms. Chaffman will coordinate improvement to the HOA website but nothing official will be changed on the website until it is Board approved.

- e. Summer Party:
Tabled until next meeting due to time constraints.

- f. Dawson Landing Signs:
Mr. McHargue offered to coordinate cleanup of signs and fixing solar lights. He will provide estimates to the board prior to any purchase.

- g. Newsletter:
Mr. McHargue suggested a quarterly newsletter be produced again like in the past. Mr. Johnson agreed to work with him on it. It was requested a schedule be provided so that board members will have ample time to provide submissions. Costs of producing a newsletter were also discussed.

7. Adjourn

The President reminded the Board the next meeting is on March 14th at 7:00pm in the Locust Shade room. There being no further business, motion was made, seconded and unanimously approved to adjourn the meeting just after 9:00pm.