

**Dawson Landing Homeowners Association
Board of Directors Meeting Minutes**

Date of Meeting: January 8, 2019

Location of Meeting: Ferlazzo Bldg Cafeteria

1. Call To Order. The meeting was called to order by the president, Keith Manry, at 7:00 PM.
2. Quorum. A quorum was present with the following directors in attendance: Keith Manry, Afsar Qureshi, Bud Parlette, Tri Tran, Candace Bruns, Darryl King, and Germaine Roseboro. One homeowner was also present; Del Bender.
3. Approval of the Minutes. A motion was made by director Manry to approve the minutes of the December 2018 Board meeting; the motion was seconded and approved 6 to 1, with director King voting against. A motion was made by director Manry to approve the minutes of the September and October Board meetings; the motion was seconded and unanimously approved as submitted to the Board on December 26, 2018.
4. Officers Reports. It was agreed that officer reports generally address old and/or new business, and that instead of having individual officer reports we would report during those times.
5. Old Business.
 - a. Director Manry reported bank signatures were updated by adding himself and Director Tran, and removing old officers.
 - b. Director Tran presented financial reports. A motion was made by director Manry to approve the reports; the motion was seconded and unanimously approved.
 - c. Director Tran presented a suggested 2019 budget. A motion was made by director Manry to approve the budget; the motion was seconded and unanimously approved.
 - d. Director Manry asked for confirmation that all new email accounts were being used. The grounds account could not be accessed, but was to be resolved following adjournment of the meeting.
 - e. Directors Manry and King, visited the homeowner regarding his complaints: 1) trees planted by the builder were replaced by the BOD for other neighbors, but not him; 2) the BOD was paying for mowing of homeowner property along Rippon, and; 3) the grounds contractor removed his property stakes. Director Manry stated the BOD would research the tree planting, would revisit common area mowing areas with the contractor, look into visual appealing marking of the common areas, and provide monthly updates until all issues are addressed.
 - f. Duck Blind – Home Use as a Business. No action.
 - g. AirB&B - Home Use as a Business. Director Bruns identified a home on Bald Eagle. MJF to issue a violation of Declaration notice.
 - h. A query was submitted to the attorney regarding possible conveyance of the Retaining Wall to property owners.
 - i. HOA Board Training will be provided by the Attorney on March 12 in the Ferlazzo Bldg cafeteria.
 - j. Director King reported it is too late to recompute the grounds contract without penalty, that it automatically renews 60 days prior to the end of the contract. Renegotiations will be considered to include water shed common grounds clean-up. Now is a good time to determine if additional changes are required.
6. New Business.
 - a. A Fine Reversal Request was presented by director Bruns. The homeowner did not respond to certified letters nor attend their violation hearing. The reversal was unanimously denied. Director Qureshi will draft the response.
 - b. Director Bruns was elected ARB Chairperson at the January 3 ARB meeting.

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- c. Director Bruns introduced Del Bender as a candidate for the ARB. Director Parlette made a motion to elect Mr. Bender to the ARB; the motion was seconded and unanimously approved.
 - d. The Dawson Landing entry signs were noted to be in poor shape. It was noted previous attempts to renovate the signs failed to produce more the 1 bid. Discussion evolved to possible replacement.
 - e. Director Bruns suggested event ideas: block party with food trucks, band, etc.; a cultural themed food event; meet and greets, perhaps at local restaurants. Director Manry to include a survey to elicit homeowner interest in a communication in February.
 - f. Director Manry expressed a desire for greater communication with the community. Mailing needs to be confined to a maximum of twice a year due to costs. Other means of communication will be used (the website, Nextdoor) and alternative means explored.
 - g. A revision of trash service was posted to the web site for holiday service.
 - h. Continued desire for change in fence height to a maximum of six feet was expressed.
 - i. A board transition checklist and calendar of annual renewals and events is in draft.
7. Homeowners Forum. No comments were raised to the board.
8. Action Items:
- a. Director Tran will prepare for the annual audit and make necessary corrections. Director Roseboro recalled the last audit referenced an individual director rather than the Association.
 - b. Director Qureshi will draft the fee reversal response for the request denied during new business.
 - c. Director Parlette will send director King the electronic version of the PWC water shed package provided him in hard copy in December.
 - d. Director King will work with PWC to resolve the watershed maintenance issues. Coordinate with the grounds company to include watershed common properties in the contract, and obtain a quote for a one-time clean-up of the properties.
 - e. Director Parlette to obtain POCs and any specific information from the previous Board regarding home use as a business (Duck Blind).
 - f. Director Bruns to solicit homeowner assistance in refresh/replacement of Dawson Landing entryway signs.
 - g. Director Parlette to distribute draft calendar of events and actions for comment.
 - h. Director Bruns to draft costs for event ideas.
 - i. All directors to review survey and provide comments to director Manry.
 - j. Director Manry to draft welcome letter for mailing in February.
9. Meeting Adjourned. A motion was made by director Manry, seconded, and unanimously approved to adjourn the meeting. Meeting adjourned at 9:00 PM. The president noted that the next monthly Board meeting is scheduled for February 12, 2019.

The foregoing minutes were approved by the Board of Directors on February 12, 2019.

R. Parlette
Secretary
Dawson Landing Homeowners Association