

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

Date of Meeting: July 9, 2019

Location of Meeting: Ferlazzo Bldg Cafeteria

1. Call To Order. The meeting was called to order by the president, Keith Manry, at 7:15 PM.
2. Quorum. A quorum was present with the following directors in attendance: Keith Manry, Bud Parlette, Afsar Qureshi, and Darryl King. The following directors were absent: Candace Bruns, Tri Tran, and Germaine Roseboro. No homeowners were present.
3. Approval of the Minutes. A motion was made by director Manry to approve the minutes of the June 11, 2019 Board meeting; the motion was seconded and unanimously approved.
4. Open Forum. No homeowners were present.
5. Old Business.
 - a. Director Manry opened with a review of the goals.
 - i. Communications. Doing well. 171 homes are reached by Nextdoor.com; 139 homes are reached by email; 26 homes rely on the Dawson Landing website, having neither Nextdoor or have provided an email.
 - ii. Events.
 - Yard Sale homeowner participation was reported low, but external traffic for those participating was good. Notification needs to be further in advance.
 - Director Manry to reach out to the community for volunteers to host/organize a community cookout.
 - iii. Frequently Asked Questions (FAQ). Prepare to review submitted FAQ derived from the community survey at the next Aug BOD meeting for posting on the website.
 - b. Trash Contract.
 - i. Patriot notification to Dawson Landing. Dawson Landing first notification of change in service came from a sticker on a trash bin and complaint to the BOD from the homeowner. Patriot should notify via USPS to our address referenced in the contract and the BOD email.
 - ii. Discussion on way ahead. 1) Cure letter; 2) Reach out to alternative companies; 3) Seek legal advice on "breach of contract". Hold a special meeting after receiving attorney guidance to initiate the way ahead.
 - iii. Director Manry to post Special Meeting information on Nextdoor.com. Director Parlette to post the meeting on the website and forward the notification via email.
 - iv. Possible cure discussion. 1) Use both bins on Tuesday for regular trash collection. Move recycling to Friday. This would provide space needed for extra trash and yard waste collected over the weekend; 2) Use both bins on Tuesday and Friday for regular trash collection; 3) Introduce a third day for recycling only.
 - c. Treasurers Report.
 - i. Expense report was presented and accepted.
 - ii. Reserve Study Discussion. Reserve account is low, checking is high. A motion was made to move all but \$30K from the checking account into the reserve account. The motion was seconded and unanimously accepted.
 - d. ARB. There was no meeting July. The meeting fell on the 4th. Director Manry announced Director Bruns resigned due to family obligations. Outstanding items: 1) Signature page for fee reversal discussed at the June meeting; 2) Violation update from MJF; 3) Fence height submission rework based on PWC guidance; 4) Dog waste service bids.

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- e. Air B&B. The attorney sent the homeowner a letter to cease and desist.
 - f. Common area watershed maintenance. Making good progress.
 - g. Entrance Signs. Director King to pull together existing bids to present to the BOD.
6. New Business.
- a. Appointment of BOD seat. Discussion on potential candidates to fill the seat vacated by Director Bruns. Candidates were considered from those previously expressing interest, and based on skillsets needed. Directors to reach out to potential candidates.
7. Action Items:
- a. Director Manry to reach out to the community for volunteers to host/organize a community cookout
 - b. Director King to pull together existing bids to present to the BOD.
- Carry Over Items:
- a. Director King to follow up on grounds contractor mowing into homeowners property.
 - b. Director King to obtain a key(s) for the fenced common areas to allow entry for maintenance, and provide a copy(s) to the President.
 - c. Director Parlette to update recommendation to increase fence maximum to 72" based on PWC guidelines presented.
 - d. Contract Refresh. Time is approaching to review both management company and grounds contracts prior to automatic renewals.
8. 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 August 6, 2019, at Wegmans, second floor.

The foregoing minutes were approved by the Board of Directors on July 6, 2019.

R. Parlette
Secretary
Dawson Landing Homeowners Association