

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

Date of Meeting: March 12, 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, and Tri Tran. The following directors were absent: Candace Bruns, Darryl King, and Germaine Roseboro. One homeowner was also present.
3. Approval of the Minutes. A motion was made by director Manry to approve the minutes of the February 2019 Board meeting; the motion was seconded and unanimously approved.
4. Open Forum. Comments were heard from the membership regarding the following topic:
 - a. Homeowner violation fee reversal.
5. Executive Session: A motion was made and seconded to convene in executive session to consult with legal counsel.¹
6. Old Business.
 - a. Fee reversal. Discussion commenced on the facts of the matter, the violation was corrected, the naturally occurring violation reoccurred, the hearing letter was returned undeliverable, and the homeowner should have acted on the hearing resolution letter but assumed an error since the violation was resolved, realization of reoccurring problem when the assessment was received, and violation was readdressed. A motion was made and seconded to reduce the assessment to incurred costs, not to exceed \$50. The motion carried unanimously.
 - b. Retaining wall. The notion that the responsibility of the retaining wall should convey to the property owners was discussed. Council stated each property owner would need to accept responsibility for the section of the wall on their property, that the current responsibility is with the HOA as documented in county land documents.
 - c. Common area watershed maintenance. Reminder of a Special Meeting on Mar 19 at the Wegman's, second floor, to review proposals and select a contractor.
7. New Business.
 - a. None.
8. Action Items:
 - a. Special Meeting on Mar 19 at Wegmans.

Carry Over Items:

- a. Director Parlette to recommend on how to automate calendar reminders based on the "living" transition document.
 - b. Directors Manry and Parlette to consolidate survey responses for distribution by 15 April. Report on website and Nextdoor.
 - c. Director Tran to analyze the reserve study to determine if and make recommendations on what corrections may need to take place.
 - d. Director Tran will prepare for the annual audit and make necessary corrections.
 - e. Director Qureshi will draft the fee reversal response for the request denied during new business.
9. Meeting Adjourned. A motion was made by director Manry, seconded, and unanimously approved to adjourn the meeting. Meeting adjourned at 9:40 PM. The president noted that the next monthly Board meeting is scheduled for April 9, 2019.

The foregoing minutes were approved by the Board of Directors on April 9, 2019.

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R. Parlette
Secretary
Dawson Landing Homeowners Association

¹ Reference Virginia Statutes 2018, pg 107.