

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

Date of Meeting: May 7, 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. No homeowners were present.
3. Approval of the Minutes. A motion was made by director Manry to approve the minutes of the March 2019 Board meeting; the motion was seconded and unanimously approved. A motion was also made to approve the Executive Session minutes from March 12 and Special Meeting regarding the Watershed Maintenance of March 19; the motion was seconded and unanimously approved.
4. Open Forum. Director Manry shared an email from a homeowner regarding removal of ARB members, recounted the steps taken and decision of the BOD to invoke the Bylaws Article VII Section 1.d. as it pertains to BOD seats. No further action is required.
5. Old Business.
 - a. Common area watershed maintenance. First area completed and looks good. PWC county needs to be coordinated for inspection.
 - b. Trash Fee Increase. No trash companies responded to the request for bid. Follow-up by phone. Assessments are set annually and special assessments are for capital improvements. A motion was made to cover the partial year and next years increase in the CY 2020 assessments. The motion was seconded and unanimously approved. The new assessment estimate of \$405 annually is within the maximum annual assessment of \$540 (Declaration, Article IV, Section 3.c.). Actual assessment to be determined.
 - c. Entrance Signs. Tabled until next month.
 - d. Fee reversal. Discussion with Military member, homeowner called MJF for bill, had his old address. Paid bill. Violation occurred during a following tour. Again, MJF still had his old address. Service Member Relief Act caps interest rate to 6%. Any decision to be held until director Manry confers with MJF.
 - e. Goals Discussion. 1) common area improvements; 2) HOA amenities upgrades; 3) improve communications and processes; 4) web site improvements (FAQ); 5) social events (low/no cost). Present goals at the bi-annual. Areas to be researched, presented, and voted. Committees to be formed with homeowners who expressed interests.
 - f. Bi-Annual. 6-6:30pm setup, 6:30-7pm pizza/mingle, 7-9pm meeting. Director Manry to open/welcome, director Qureshi to introduce guest speakers (Supervisor Principi, PWC Police), director Manry: survey report, goals; director Tri: financial report; director Manry: trash increase and assessments, election process for November, homeowner's forum.
 - g. Calendar. A calendar was created based on the transition document and forwarded to BOD members.
6. New Business.
 - a. None.
7. Action Items:
 - a. Director King to follow up on requests for bid with trash companies by phone.
 - b. Director King to coordinate PWC inspection for watershed property.
 - c. Director Manry to confer with MJF regarding fee reversal applicant.

Carry Over Items:

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

- a. 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.
 - b. Director Parlette to update recommendation to increase fence maximum to 72" based on PWC guidelines presented.
 - 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.
8. 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 June 11, 2019.

The foregoing minutes were approved by the Board of Directors on June 11, 2019.

R. Parlette
Secretary
Dawson Landing Homeowners Association