

Dawson Landing Homeowners Association
Bi-Annual Meeting Minutes

Date of Meeting: November 12, 2019

Location of Meeting: Ferlazzo Bldg Cafeteria

1. Call To Order. The Cafeteria was opened to welcome homeowners and socialize over pizza & soda at 6:30 PM. The meeting was called to order by the president, Keith Manry, at 7:00 PM.
2. Quorum. Dawson Landing has 265 homes. Sixty-three (63) homeowners satisfied the minimum representation of 27 to establish a quorum by attendance or by proxy. The following directors were in attendance: Keith Manry, Afsar Qureshi, Bud Parlette, Darryl King, Germaine Roseboro, and Paul McCann. The following director(s) were absent: one seat is vacant.
3. Opening Remarks. The BOD President, director Manry, opened the meeting by introducing the BOD members, ARB members, and recognized those in attendance who have previously served.
4. Business.
 - a. Accomplishments. Director Manry provided an overview of accomplishments of the BOD, beginning with the homeowner survey. From the survey were generated goals for the year. Those attained were common grounds improvements of cleaning the common area ponds, refresh of the Dawson Landing entrance signs, and addressing mowing boundary lines. A call out to the community for homeowners interested in forming exploratory teams to address top homeowner desires, such as (access to) a community center, pool, etc., was not answered. Communications were enhanced by providing homeowners official notifications using the USPS, but also by utilizing the Dawson Landing website, Nextdoor.com, and email. Frequently Asked Questions (FAQ) are being compiled and will be added to the website.
 - b. Processes.
 - Certified Letters. A gap was identified for returned certified letters. The management company has been asked to forward these letters to the BOD for further action.
 - Election Revisited. Director Manry explained the BOD election process and addressed comments made on Nextdoor.com. An election notification was provided via USPS to each homeowner which included instruction on being included on the proxy. The practice of door to door proxy collection was discussed with the HOA attorney, who dismissed accusations made of inappropriate action. Three candidates stepped forward who were placed on the proxy. Nominations would be taken from the floor of the bi-annual meeting.
 - c. Social Events. A community yard sale was held in the spring. A holiday social will be held December 13 at director Manry's home.
 - d. Trash Contract. The BOD spent considerable time mitigating a contract issue with the trash service provider, Patriot Disposal. The provider initiated use of automated trucks improving safety and efficiencies at the expense of service. Actions included a cure meeting with Patriot, canvassing local service providers to choose a successor and serving notice to Patriot of termination as specified in the contract. Patriot resumed full contracted services in time for fall cleanup. A homeowner claimed the BOD has no authority to enter into multi-year contracts. The 2018 Virginia Statutes, Property Owners' Association Act, Section 55-509.1:1, paragraph A states, no contract entered into directly or indirectly made by or on behalf of the association, its board of directors, or lot owners as a group shall be entered into for a period in excess of five years.
 - e. Financial Status. Director McCann presented status of the budget, the proposed 2020 budget, and discussed the necessity to raise the annual assessment by \$50 a year per homeowner. The previously identified PWC fee to dispose recycled waste is a pass through at \$3 x12 months = \$36. Discussion of the reserve study demonstrated a \$14 per homeowner per year requirement

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to adjust reserves over a 40 year period (in lieu of special assessments as necessary). The Declaration allows the BOD to adjust the annual assessment within the maximum assessment of \$540 per year.

- f. Elections. Director Manry called for nominations from the floor. Sarita Patterson, Minh Phan, and Paul McCann were nominated. Ballots were cast. Sarita Patterson, Minh Phan, and Paul McCann were elected as new members of the Dawson Landing HOA Board of Directors.
5. Open Forum.
- a. ARB Violation. A new homeowner shared his frustration with the violation process. This was his introduction to the community.
 - b. Welcome Wagon. A recommendation was made to establish a process to meet new homeowners and welcome them to the neighborhood.
 - c. Ponds maintenance. A query regarding pond cleanup and maintenance was answered by director King, who is addressing a modification of the grounds contract to include maintenance.
 - d. Yard of the Month. A recommendation was made to establish a yard of the month campaign.
6. Meeting Adjourned. A motion was made by director Manry, seconded, and unanimously approved to adjourn the meeting. Meeting adjourned at 8:45 PM.

The foregoing minutes were approved by the Board of Directors on December 10, 2019.

R. Parlette
Secretary
Dawson Landing Homeowners Association