



Dawson Landing Homeowners Association, Inc.
Post Office Box 4401
Woodbridge, VA 22194

October 10, 2019

Dear Dawson Landing Homeowner,

Fall is in the air. The leaves are beginning to hit the ground and the evenings are growing more crisp. I trust you are enjoying the change of seasons. With the change of seasons comes the biannual meeting of our Homeowners Association. I hope each of you will be able to attend on **November 12 at 6:30pm**. The biannual meeting will be held in the Cafeteria of the Prince William County Ferlazzo Building at 15941 Donald Curtis Drive, Woodbridge. Pizza and soda will be provided and the **meeting will begin at 7:00pm**. We hope you'll join us for dinner and an opportunity to visit with your neighbors in advance of the business portion of the evening.

Our Board of Directors has seven (7) established directors. Over the course of this year, two (2) have stepped down for personal reasons and one (1) director's term has expired. This will leave three (3) vacancies. At the biannual meeting, homeowners will vote to fill those positions. We need a minimum of 10% of the association members to participate in the meeting or by proxy. **If you cannot attend, please complete and return your proxy now.**

After advertising the openings on our Board of Directors three community members have expressed an interest in serving. While these names are being presented to you along with a short biography on each, all nominations must be made at the biannual meeting and any nomination to include those written in on a proxy or made for the first time at the meeting are legal. Those who have expressed interest in advance and whose names are included on the proxy for your consideration are:

Paul McCann – currently appointed by the Board of Directors to fill a vacancy and serving as the Treasurer. Paul has over twenty years of accounting and financial leadership for Government Contractors in Washington, D.C. metro area and multiple professional designations, including Certified Public Accountant (CPA) and Certified Management Accountant (CMA). He has been a resident of Dawson Landing since 2005.

Minh Phan – the Chairman of the Architectural Review Board, Minh is a patent examiner working at the United States Patent and Trademark Office. He has a background in electrical engineering.

Sarita Patterson – A new resident to Dawson Landing, Sarita is very passionate about bringing the community together. She currently works as a research analyst in the D.C. area. With several years of experience organizing social events, she would like to contribute her talents to help bring the neighborhood together even more.

Over the course of the past year, the Board of Directors set out to hear from our community and accomplish goals in line with the concerns and desires of our neighborhood. I am pleased to report our significant achievements.

- * Circulated a survey which received approximately 10% participation and highlighted issues which we sought to address throughout the year as follows:
- * Improved communication by implementing the regular use of email, the website, the Next Door application and biannual mailings.
- * Procured and executed a contract to bring all six of Dawson Landing's retention ponds into compliance with Prince William County.
- * Enriched www.dawsonlanding.com by ensuring regular posting of monthly minutes and a FAQ page which will continue to be updated throughout the coming months to answer questions and concerns frequently brought to the attention of the Board of Directors or the Architectural Review Board.
- * Negotiated with Patriot Disposal following a deficiency of service. Through discussions with our attorney and formal negotiations with Patriot, we were able to enter into an agreement that brought Patriot back into compliance with the contract and ensured the level of service our neighborhood had come to rely on.
- * Refaced the entrance signs to Dawson Landing.
- * Supported a Community Yard Sale and are planning a holiday open house in December.
- * Managed the annual inspection process responding to homeowners concerns and working toward the continued beautification of our community.
- * Reviewed the Reserve Study and planned for the management of the Reserve Funds in order to ensure sufficient resources for future repairs to common properties.

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We simply could not have accomplished so much without the unwavering support of many talented HOA volunteers. Please extend a gracious thank you to all your neighbors that committed their time and energy for the betterment of Dawson Landing – Afsar Qureshi, Bud Paulette, Daryl King, Tri Tran, Germaine Roseboro, Paul McCann, Minh Phan, Lamar Johnson, Del Bender, Candace Bruns, Erik Graves and John Kelly.

Thank you, everyone, for all of your suggestions and assistance this past year. Keep abreast of our activities – meeting minutes, community information posts and the 12 November biannual meeting agenda – on the Next Door app and at www.dawsonlanding.com.

Please plan to attend next month's biannual meeting to learn more about what's happening in Dawson Landing and meet your neighbors. I look forward to seeing you there.

Respectfully,

Rev. Dr. Keith A. Manry
President

Enclosure:

Proxy Form with Instructions

Dawson Landing Homeowners Association, Inc. | Post Office Box 4401 | Woodbridge, VA 22194
PROXY FORM

Address _____

(I)(We) _____ and _____
(PRINT) (PRINT)

under the provisions of ARTICLE III, Section 6. Of the Bylaws of Dawson Landing Homeowners Association, Inc., hereby grant(s) (MY) (OUR) proxy to

(Insert name of another Class A Member (Lot owner), Director or Officer (if left blank the Secretary shall be designated as your proxy for the purposes of casting your vote as instructed below).

for the sole purpose of casting (my) (our) votes at the biannual meeting to be held on Dec 6, 2016, or any subsequent meeting called due to failure to obtain a quorum at the first attempt to hold the meeting provided that this proxy shall be deemed invalid after 11 months.

Check one of either (A, B or C) below:

Check one of either (A, B or C) below:

- A. **Instructed Proxy:** The person in this proxy must cast (my) (our) vote for the following candidate (up to three) for the Board of Directors. Please select up to only 3 names to include any you choose to write in. Any more than 3 votes will cause your proxy to be invalid.

Paul McCann

Minh Phann

Sarita Patterson

Write in: _____

Write in: _____

Write in: _____

- B. This is an **Uninstructed Proxy**, given to the Proxy holder without instructions to vote as said person deems best.

- C. **Proxy for Quorum Purposes Only:** Authorizes the Secretary to count you as present at the meeting, but does not allow any person to cast your vote at the meeting. This means your Lot (Class A membership) will be counted for quorum purposes only.

(Owner's Signature)

(Owner's Signature)

Date _____

Date _____

NOTE: Please read the proxy instructions on the back. A copy of this proxy must be filed with the Secretary or Managing Agent before the commencement of the biannual meeting. This proxy may be revoked only by actual notice to the Secretary or Management Agent prior to the commencement of the meeting.

INSTRUCTIONS FOR PROXY

1. USE THE PROXY ONLY IF YOU DO NOT WISH TO VOTE IN PERSON OR CANNOT ATTEND THE DAWSON LANDING HOMEOWNERS ASSOCIATION BIENNIAL MEETING SCHEDULED FOR NOV 12, 2019 AT 7:00 PM IN THE PRINCE WILLIAM COUNTY FERLAZZO BUILDING, LOCATED AT 15941 DONALD CURTIS DRIVE, WOODBRIDGE, VA. YOU MAY ASSIGN YOUR PROXY TO A CLASS A MEMBER (LOT OWNER) WHO WILL ATTEND THE MEETING; ASSIGN IT TO A DIRECTOR OF YOUR CHOICE TO VOTE ON YOUR BEHALF FOR PERSONS NOMINATED TO FILL VACANCIES ON THE BOARD OF DIRECTORS OR FOR ANY ACTIONS OR QUESTIONS MADE BY MOTION AT THE MEETING; OR FOR PURPOSES OF ESTABLISHING A QUORUM ONLY AND NOT TO CAST A VOTE ON ANY ISSUE TO BE VOTED ON BY THE MEMBERSHIP.
2. ALL OWNERS OF RECORD OF THE LOT (CLASS A MEMBERS) SHOULD SIGN ANY PROXY.
3. THE PROXY SHALL BE NULL AND VOID IF IT IS NOT DATED AND SIGNED BY AT LEAST ONE LOT OWNER.
4. Print your address and name at the top of the proxy to ensure that your Lot is registered as present for the meeting and to ensure that, if desired, your vote is counted.
5. Print the name of the person or Director you wish to designate as your proxy. If you leave a blank, the Association's Secretary will be designated as your proxy to cast your votes.
6. If you mark the box on the proxy form for "instructed proxy," your designated proxy must vote as you have designated on the proxy form.
7. If you mark the box on the proxy form for "uninstructed proxy," your designated proxy shall have leeway to cast your vote as that person deems best.
8. If you mark the box on the proxy form "proxy for quorum purposes only," your proxy will be counted for quorum purposes only to allow proceedings of the biannual meeting to continue with those Lot owners present. The person that you designate as your proxy will not be able to submit a vote on any vacancies, actions or questions raised during the meeting.
9. Please mail (so that it arrives no later than Nov 8, 2019) your completed proxy form to the Dawson Landing Homeowners Association, Inc. at Post Office Box 4401, Woodbridge, VA 22194 or hand deliver it by Nov 11, 2019 to the President's home address at 15404 Marsh Overlook Dr., Woodbridge, VA 22191.
10. Consistent with ARTICLE III Meetings of Members, Section 5. Voting. of the Bylaws of Dawson Landing Homeowners Association, Inc. – No Class A Member (Lot owner) shall be eligible to vote, either in person or by proxy, or to be elected to the Board of Directors, who is shown on the books or management accounts of the Association to be more than sixty (60) days delinquent in any payment due to the Association.