

**Dawson Landing Homeowners Association  
Biannual Meeting Minutes**

Date of Meeting: May 10, 2022

Location: Held Virtually via ZOOM

1. Call to Order. The meeting was called to order by the BOD president at 7:00 pm.
2. Quorum: A quorum is 27 members for our 265 home community. As many as X individuals were signed in at any given time.
3. Welcome & Opening Remarks. The president introduced himself, recounted his tenure followed by a pledge of continued involvement, and appealed to the community the importance of BOD support to elevate the community.
4. HOA Board Reports.
  - a. Vice President. Director McNeil introduced herself as a new member of the board and advertised upcoming community events.
  - b. Treasurer. Director McCann provided updates on financial status, concluding that financials are in good standing.
  - c. Architectural Review Board Chairman. Director Phan provided a report on the ARB process and improvements to the community this year.
  - d. Grounds Coordinator. Director Rogers presented his view on community improvements.
  - e. President. Director Parlette provided a synopsis of the purpose of the board, which is to execute the business of the Homeowners Association as laid forth in the Declaration of Covenants. He stressed the fiduciary duties of the BOD: duty of care, and duty of duty of loyalty, explaining each. He explained BOD elections versus officer terms and reminded association members that in November 2 seats will be up for election.
5. Homeowner's Open Forum. The floor was opened for homeowner participation.
  - a. A homeowner asked status of the homeowner complaint regarding a denied change request from 2020. The president recapped the change request process and why the request was denied by the ARB and later upheld by the BOD during the appeal. The vice president reminded the homeowner that the BOD voted to elevate the complaint to legal counsel, and is currently under review.
6. Meeting Adjourned. The meeting was adjourned at 7:50 pm.

R. Parlette  
President  
Dawson Landing Homeowner Association