

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

**Date of Meeting: June 14, 2022,**

**Location of Meeting: Virtually via ZOOM**

**1. Call To Order.** Director Parlette, the president, called the meeting to order promptly at 7:00 P.M.

**2. Quorum.** A quorum was present with the following directors in attendance: Dir. Parlette, Dir. McNeil, Dir. Phan, Dir. Collins, and Dir. Rogers, and Dir. Lacy Melendez as well as Legal Counsel, Mr. Dan Blom from Chadwick, Washington, Moriarty; Elmore, Wynn P.C,

The following director(s) were absent: Dir. McCann. Dir. Rogers recused himself from the first portion of the meeting as the remaining directors engaged in a conversation around outstanding business pertaining to Dir. Rogers.

**3. Approval of Minutes.** A motion was made to approve the minutes from the April 2022 meeting. The motion carried.

**4. Open Forum.** There were no DL homeowners present for the open forum.

**5. OLD BUSINESS.**

**a. Community Concerns About the BOD.** Per Legal Counsel guidance regarding concerns in the DL community around the integrity of the BOD, Mr. Dan Blom, Legal Counsel, made it clear that the BOD has responsibility for taking care of the Association issues. We are not obligated to answer to the community about issues that do not concern the BOD.

**b. Negotiation of Settlements.**

- i. Mr. Blom made it clear that there is a process in place to collect on aged accounts where homeowners are defunct in paying their HOA fees.
- ii. Mr. Blom shared the process consists of the following steps:
  1. Review the homeowner's title
  2. Send initial letter
  3. Follow up with a lien
  4. Pursue personal judgement
- iii. When the homeowner reaches out to the BOD, the BOD can then recommend some sort of corrective action.
- iv. Mr. Blom was adamant about the BOD not entering into any negotiations before following the above process. Doing so puts the BOD at risk of providing bad information to the homeowner especially if their account is in collection.

**c. Clarification of a Quorum.** There are 265 homeowners in the Dawson Landing Community. Therefore, a quorum is 1/10th of the homeowner population. A quorum for the Dawson Landing Community is 27. Per Mr. Blom, the quorum is always 27. Mr. Blom will provide this in writing to Dir. Parlette.

**6. Architecture Review Board (ARB).**

**a. Mailboxes.** A question was raised regarding how to manage the mailbox replacement when a property is sold. It was shared by Dir. Parlette that Article 9,

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Section 1 provides the BOD with good grounds to stand on if challenged by a new homeowner.

There are currently 25 unapproved mailboxes in the DL Community and 35 have been grandfathered in. Dir. Parlette inquired if the 25 are over and above the 35 that have been grandfathered in. Dir. Parlette would like for the BOD to look at the 25 more closely to determine if the number is in fact 25.

- b. Solar Panels.** The ARB is still waiting for the independent cost justification from the homeowner located at 15537 Marsh Overlook Drive. Dir. Phan shared draft changes to the DL/ARB Solar Panel guidelines.

**7. Grounds.**

- a.** Dir. Rodgers gave his verbal resignation as Grounds Director. Dir. Parlette accepted Mr. Rodgers resignation pending he put it in writing. Dir. Parlette received an email from Dir. Rodgers at the end of the confirming his resignation from the BOD. The BOD must pursue a replacement as quickly as possible since Dir. Rodgers was responsible for updating the DL website as well and maintaining the grounds.
- b.** Dir. Parlette needs the list of 24 trees in need of removal in the neighborhood. Dir. McNeil will send the list that Dir. Rodgers shared with her a few months back.

**8. Events:**

- a.** DL Yard Sale was rescheduled for June 25<sup>th</sup>.
- b.** Flyers announcing the yard sale must be mailed to homeowners due to legal issues.

**9. NEW BUSINESS:**

- a.** November 8<sup>th</sup> Bi-Annual. The BOD was tasked with identifying speakers and topics of interest for the next Bi-Annual Meeting.
- b.** The BOD was also tasked with identifying potential replacement for the role of Grounds Keeper.
- c.** A homeowner requested an opportunity to come before the BOD in July to discuss their assessment. We will have a private breakout room set up to discuss this matter.

Respectfully Submitted by:

*Marilyn L. Collins*