

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

Date of Meeting: September 10, 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, Paul McCann, Germaine Roseboro, and Darryl King. The following director(s) were absent: Tri Tran. ARB Chairman Minh Phan was also present.
3. Approval of the Minutes. A motion was made by director Manry to approve the minutes of the August 6, 2019 Board meeting; the motion was seconded and unanimously approved.
4. Open Forum. No items were brought to the attention of the board.
5. Old Business.
 - a. Trash contract status. Patriot Disposal provided a cure, resuming services with the rear loading trucks and honoring the contract.
 - b. Financial. All mailbox keys identified and validated. Checks were presented for signature.
 - c. Draft audit received.
 - d. ARB. Denial of request for vinyl fence. Above ground pool violations resolved. Chairman recommended appointment of Jesus Avelar to the ARB. Director Parlette made a motion to appoint Mr. Avelar, the motion was seconded, and carried unanimously.
 - e. Old Marsh Road tree down. Homeowner requested removal of tree on common area which fell. Upon inspection, the fire department had cleared the right of way. The question remained, should the HOA pay to remove debris remains from the fire department. The attorney offered the HOA had no liability. A motion was made and seconded to not remove the debris based on attorney guidance. The motion carried 4 to 2, Directors Manry and King against.
 - f. Air B&B. Director King reported the rental add was removed.
 - g. Grounds. Director Manry reported only the 1638 Teal remained to be completed. Questioned whether or not this was a water shed, how it became a part of the contract, and if PWC monitored it. There is a fence enclosure. A motion was made and seconded that if Directors Qureshi and King validated with PWC, inspected and found the fence to be at risk, we would proceed with the final cleanup. The motion was carried unanimously.
 - h. Entrance Signs. Director King offered 3 bids for sign repair. A committee was formed consisting of Directors King, Qureshi, Manry, and Chairman Phan, to inspect the signs, meet with the bidder, and document the requirement to ensure the repair, secure and repaint to original specifications, both signs for the bid amount. A motion was made and seconded that if the committee was confident these conditions would be met at the bid amount, the bid would be accepted. The motion carried unanimously.
 - i. Events.
 - Halloween party rescinded by host.
 - One homeowner offered on Nextdoor.com to host a cookout if others volunteered. No volunteers on Nextdoor.com.
 - Director Manry offered to host a Christmas Open House.
 - j. Frequently Asked Questions (FAQ). Director Manry to head a FAQ subcommittee and report progress at the next BOD meeting.
 - k. Amenities. Director Manry reported there was no interest from homeowners to lead efforts which were raised in the homeowner survey.
 - l. Bi-Annual – November 12. There will be elections to fill two BOD positions.

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

- m. Criteria & Standards – Fence Height Update. Earlier recommendation was reintroduced with the addition of a statement calling out PWC policy. A motion for the change was seconded and carried unanimously to raise the fence height maximum to 72” for metal picket fences.
6. New Business.
- a. None.
7. Action Items:
- a. Director Manry to post trash contract cure in Nextdoor.com.
- b. Director Parlette to relay trash contract cure via email.
- c. Director Parlette to post a bullet listing of trash services in the Notifications section of the website.
- d. Director McCann to prepare budget for November bi-annual meeting.
- e. Director Manry to sign and provide audit to board members.
- f. ARB Chairman to reach out to MJF for fee reversal regarding military member.
- g. Directors Qureshi and King to validate 1638 Teal is a PWC monitored watershed and inspect for a clearing requirement.
- h. Director Manry to inquire as to whether Ramirez Landscaping would accept dropping 1638 Teal from the contract if not a watershed.
- i. Director Parlette to provide president with a previous bi-annual notification letter addressing elections and containing a proxy attachment.
- j. Director Parlette to update the Criteria and Standards to reflect the change in fence height.
- Carry Over Items:
- a. All directors will become familiar with the Reserve Study for BOD meeting discussion. Need to determine if an assessment adjustment is needed based on the study in order to include with the increase required due to PWC recycling fees.
- b. Director Qureshi to file the military fee reversal decision.
- c. Director King to follow up on grounds contractor mowing into homeowners property.
8. Meeting Adjourned. A motion was made by director Manry, seconded, and unanimously approved to adjourn the meeting. Meeting adjourned at 9:00 PM. The president noted that the next monthly Board meeting is scheduled for October 8, 2019, at the Ferlazzo building, in the cafeteria.

The foregoing minutes were approved by the Board of Directors on **October 8, 2019**.

R. Parlette
Secretary
Dawson Landing Homeowners Association