

Dawson Landing Board of Directors (BoD) Meeting Minutes
Tuesday, March 12, 2024, via ZOOM at 7:00 PM

Call to Order. The meeting was called to order at 7:00 PM.

1. **Determination of Quorum.** The following BoD members were present: Dir. Collins; Dir Parlette; Dir. Phan; Dir. I. Roopan.

The following BoD members were absent: Dir. McCann; Dir. J. McNeil; Dir. M. McNeil

2. **Approval of Minutes.** A motion was made and seconded to approve the February 13, 2024, Meeting Minutes. The motion was passed unanimously.
3. **Executive Session.** A motion was made to convene to Executive Session for consultation with legal counsel. The motion was seconded and passed unanimously. The board returned to regular session a little after 8 pm.

4. **Reports from Officers, Boards, and Standing Committees:**

- a. **Architectural Review Board (ARB).**

- i. Processed one request for a mailbox.
 - ii. Have 2 outstanding requests for solar panels.
 - iii. Have 1 request pending for a sliding glass door and windows replacement.
 - iv. On the MJF side, closed two violations due to homeowner compliance.
 - v. Total assessments \$5650 so far, the year.
 - vi. A homeowner built a raised garden bed which could potentially block the water flow. Will offer alternative solutions before the next meeting.
 - vii. Retaining wall easements, homeowners are responsible for keeping the easements clear. The board is responsible for maintenance of the walls.
 - viii. It was suggested that a change request be submitted for raised garden beds.
 - ix. The Board agreed that we need to add a retaining wall standard to the guidelines. The ARB will take on this responsibility.

- b. **Grounds.**

- i. Upon visual inspection there are several trees on the retaining wall that need to be removed. Will bring this to the attention of the homeowner. It was advised that if maintenance is needed, the homeowners will lose whatever shrubs and other plantings on the wall and behind the wall. Homeowners are responsible for maintaining clearance of the easement as per the deed (Dawson Landing Section 6, PWC Plan ##00-00154, INSTR. #200012280011225)
 - ii. Will contact the grounds keeper about removing trees that were thrown onto the common area. The Groundskeeper director will inform the Board if there are costs associated with removal of the tree.

5. Old or Unfinished Business.

- i. Reserve Study review by the BoD with Reserve Advisor was scheduled via Zoom for Thursday, March 14, 2024, from 2:30 PM to 4:30 PM to review the Dawson Landing Homeowners Associated Full Reserve Study dated December 14, 2023.
- ii. The BoD will consider using Google Meet if it meets the BoD requirements. Dir. Phan will present options to the BoD at the April meeting.

6. New Business.

- a. The President and Secretary will draft a letter to inform homeowners of their responsibilities for easements and removing growth from retaining walls.
- b. A motion was made and seconded to send a letter to the homeowner to deny waiving assessment late fees. The motion passed unanimously,

7. Planning Ahead (BoD Calendar Review).

- **April 22 2024 Webinar. Association Special Funding Options; Navigating the Corporate Transparency Act. See www.chadwickwashington.com, 7:00 p.m. – 8:00 p.m.**

8. Open Forum. There was one homeowner present.

9. Meeting Adjournment. The meeting adjourned promptly at 9:25 PM. The next meeting of the Board will be Tuesday, April 9, 2024. **Until then, stay safe.**

Respectfully submitted,
Marilyn Collins, Secretary

