

Dawson Landing Board of Directors (BoD) Meeting Minutes  
Tuesday, February 13, 2024, via ZOOM at 7:00 PM

1. **Call to Order.** The meeting was called to order at 7:00 PM.
2. **Determination of Quorum.** The following BoD members were present: Dir. Collins; Dir. McCann; Dir. J. McNeil; Dir. M. McNeil; Dir Parlette; Dir. Phan; Dir. I. Roopan.
3. **Approval of Minutes.** A motion was made and seconded to approve the November 2023 Bi-Annual Meeting Minutes with changes discussed at the meeting. The motion carried unanimously.

A motion was made and seconded to approve the January 9th BoD Meeting Minutes. The motion carried unanimously.

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

a. **Vice -President.** The VP the BoD regarding the reclamation plant. Requested a March date for the DL walkthrough. Currently waiting for a follow-up call from the reclamation plant. The VP also delivered a gift card to the Dawson Landing 2023 Outdoor Christmas Light Decorations winner.

b. **Treasurer.**

- i. Dawson Landing 2023 financials ended as expected and 2024 started as expected.
- ii. Dir. McCann reviewed the DL bank statement to determine if DL is getting the best rate of return for all DL CDs invested with the Bank of America.
- iii. A motion was made and seconded for Dir. McCann to take \$190K of the current CD investments with the Bank of America and reinvest them on behalf of the DL community with the Bank of America to ensure the best rate of return for a term of 1 year. The motion carried unanimously.

c. **Architectural Review Board (ARB).**

- i. Approved 1 application since last meeting for a patio, shed.
- ii. Disapproved 1 application for an egress window due to safety concerns.
- iii. MJF closed 12 violations since last meeting and started 2 violations,
- iv. Received a reversal request from a homeowner for a reversal of their HoA fees. A motion was made to deny the request for a reversal of HoA fees. The motion carried unanimously.
- v. Dir. Parlette will meet with MJF to craft repayment guidelines that can be given to homeowners when they are delinquent in their HoA dues.

d. **Grounds.**

- i. Dir. Phan will copy the Dir. of Grounds, Indira Roopan when he sends MJF information to provide a violation regarding a brick that was shoved into a retaining wall drainage pipe.
- ii. Dir. Parlette shared there are retaining walls on Bald Eagle overtaken by branches. Dir. Parlette suggested Grounds take a look at all and recommended obtaining a quote for clean-up.

**5. Old or Unfinished Business.**

- i. DL BoD HOA Training is scheduled for March 12<sup>th</sup> for 1 hour.

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- ii. Reserve Study review by the BoD with Reserve Advisor tentatively scheduled for an upcoming Thursday or Friday.
- iii. Dawson Landing Yard Sale proposed date May 4, 2024, with a rain date of May 25<sup>th</sup>.
- iv. A Dawson Landing Letter from the Director will be posted on the website.
- v. Wix costs have increased. WIX package options were reviewed to validate the best option for our website.
- vi. Zoom costs are increasing from \$149 to \$159 per year.
- vii. The BoD will consider using Google Meet if it meets the BoD requirements. Dir. Phan will present options to the BoD at the March meeting.

**6. New Business.**

- i. There is a need to increase assessments by \$71.00 beginning 2025 to cover PWC landfill tipping fees imposed this year. A motion was made to raise the HoA assessment for 2025 to \$530.00 annually to defray additional annual increases. The motion was seconded and passed unanimously.
- ii. A follow-on motion was made to raise the HoA maximum assessment by 10% from \$540 to reset our maximum assessment to \$594. The motion was seconded and passed unanimously.

**7. Planning Ahead (BoD Calendar Review).**

**8. Open Forum.** There were no homeowners present for an open forum.

**9. Meeting Adjournment.** The meeting adjourned promptly at 9:00 PM. The next meeting of the Board will be Tuesday, March 12, 2024. See virtual access on [www.dawsonlanding.com](http://www.dawsonlanding.com).

**Until then, stay safe.**



**Respectfully submitted,  
Marilyn Collins, Secretary**