

Dawson Landing Board of Directors (BoD) Meeting Minutes  
Tuesday, January 9, 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. Parlette; Dir. Phan; Dir. J. McNeil; Dir. I. Roopan, Dir. Collins, Dir. McCann

**Absent:** Dir. M. McNeil

**3. Approval of the Minutes.** A motion was made and seconded to approve the October 2023 BoD Meeting Minutes. The motion carried unanimously.

A motion was made and seconded to approve the December 2023 BoD Meeting Minutes. The motion was carried unanimously with minor updates as noted by Dir. Parlette.

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

- 1. Vice-President.** Awaiting a response from the Moody Plant. VP McNeil will follow-up with the Plant next week.
- 2. Grounds.** The current Grounds contract ends this month, January. The Grounds contract manager sent an updated contract with several cosmetic changes and a question about the ponds. The new contract cost increased about 8.6%. According to the contract, if the annual increase is above 3% the contractor must notify us in writing. The 2024 increase year is still within an annual 3% increase from when the contract was awarded in 2021. The BOD discussed the increase for the year, there were no objections. We have 30 days upon receipt to approve the new contract.
- 3. Treasurer.** The Dawson Landing HoA has two certificates of deposit (CDs) coming due, one on April 25th at .03 % earnings and one in August at .25 %. Bank of America rates will go up to 4.75% in March. Dir. McCann will meet with a Bank of America representative and figure out the cost of early termination and roll the CD over at 4.75 percent so that the Dawson Landing HOA money will work for the community effectively. Dir. McCann shared that we have 30K in our savings account with a .4% return and we have about a quarter of a million in our accounts. Based on the way we pay our bills and collect our money we do not need a bunch of money not earning effectively. Dir. McCann will give a recommendation on how to better distribute the CDs so that our monies earn interest at the best rate possible. The objective is to be able to pass earnings on to manage other HoA expenses such as Patriot's trash collection, etc.
- 4. Secretary.** Nothing to report.
- 5. Architectural Review Board (ARB).** The ARB approved 1 application for a deck remodel and pergola. On the MJF side, they have started 1 new violation. ARB has 73 open violations. In 2023 the ARB collected \$16,540.00 in ARB assessment fees. Dir. Phan will verify that MJF collected \$16, 540.00.
- 6. Old or Unfinished Business.**
  - a. Dawson Landing Christmas Light Display Winner.** 1604 Teal Way was the recipient of the 2023 Dawson Landing Christmas Light Display prize. The BoD VP will purchase a \$50.00 gift card and deliver it to the homeowner before the next meeting. There is a link that contains photos of homeowner's light displays on the Dawson Landing

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website. Dir. President Parlette will solicit feedback from the community residents to determine if there is an interest in repeating this event in 2024.

- b. Annual Board Training.** Dir. Parlette will check attorney availability for training and encourage all board members to attend. A motion was made and seconded for BoD members to attend annual board training. The motion carried unanimously.
- c. Reserve Study.** Dir's Parlette and Phan met with the vendor on December 14<sup>th</sup> to review water sheds, retaining walls, etc. throughout the community. Dir. Parlette also gave the vendor a copy of the deeds to the watershed properties to support their analysis and review. The BoD will have 30 days to review findings from the Reserve Study once the draft is received.
- d. Dawson Landing Homeowners Survey.** Dir. Parlette reached out to MJF to discuss the creation of a survey to identify major concerns of our homeowners. MJF shared they know what those things are: 1. Trash pickup; 2. Parking; and 3. Neighbors who do not maintain their property. Dir. Parlette asked the BoD to review the survey that was sent to their Gmail account on December 13<sup>th</sup> and prepare to provide feedback at the next meeting.
- e. Spring Yard Sale.** Suggested dates are April – the 2nd weekend in May. More to come later.
- f. Draft Letter to MJF on Discrimination Complaint.** This is a dead issue because there were no findings that aligned with the complaint.
- g. Webinars.** Keep an eye out for legal training. [www.chadwick.com](http://www.chadwick.com)
- h. Fence Height.** Consider asking question of homeowners at the next bi-annual meeting regarding their position on the acceptable height of fences in our community.
- i. Survey Questions.** Dir. Collins was asked to prepare a list of potential survey questions for the community regarding fence heights and solar panels.

**8. Open Forum.** There were no homeowners present.

**9. Meeting Adjournment.** The meeting adjourned promptly at 8:15 PM. The next meeting will be held Tuesday, February 13<sup>th</sup>.

Respectfully submitted,  
Marilyn Collins, Secretary  
Stay safe.

