

**Dawson Landing Homeowners Association
Biannual Meeting Minutes (DRAFT)**

Date of Meeting: May 09, 2023

Location: Held Virtually via ZOOM

1. Call to Order. The meeting was called to order by the BOD president at 7:00 pm.
2. Quorum: A quorum is 27 members for our 265 home community. Although a quorum was not present, there were no decisions on the agenda for members to vote against.
3. Welcome & Opening Remarks. The President introduced himself providing a brief recap of his service on the board, and encouraged homeowner support to make the community the best it can be.
4. HOA Board Reports.
 - a. Treasurer. The President advised that the Treasurer, Director Paul McCann was expected to discuss the financial reports but couldn't be there because of work commitments. He said that there is a budget surplus similar to last year.
 - b. Architectural Review Board (ARB) Chairman. Director Phan reported that 11 change requests were processed which is more than last year. He explained that the process typically takes one to two weeks. He gave a breakdown of the different types of requests that were processed. He also provided a report on the ARB process and improvements to the community this year. He explained that annual inspections are performed by MJF and that violations are not personal attacks. He also reiterated the process to request reversals and informed members that the website has complete information.
 - c. President. Director Parlette opened with a synopsis of the purpose of the Board, which is to execute the business of the Homeowners Association as laid forth in the Declaration of Covenants. He highlighted monthly and annual duties, which include enforcement of rules. Inadvertent violations identified can be easily overcome, but conflicts activate processes governed by HOA, county, and state law. BOD members receive annual training and attend webinars throughout the year which enhances understanding of HOA law. He also stressed that although regulations are firmly maintained today, that processes are in place to allow change. Improvements continue to be made to common areas, and legal documents are being obtained for addressing unkempt properties surrounding the association. Be sure to visit the website for information and upcoming events. Homeowners are encouraged to lead community events. Contact the BOD for HOA support. Director Parlette reminded homeowners that elections are in November, and that currently one seat will be available.
5. Homeowner's Open Forum. The floor was opened for homeowner participation.
 - a. A homeowner received a structural violation regarding a swing on a tree in a cul-de-sac that he explained was used by neighborhood children and felt that the Board should reconsider the violation. He was advised that recreational equipment should be at the back of the property and was referred to the Criteria and Standards of the ARB on the website to pursue a request for reversal.
 - b. Another homeowner was not aware that his request was approved and was advised to check his email SPAM for the email dated March 15.
6. Meeting Adjourned. The meeting was adjourned at 7:40 pm.

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Indira Roopan
Director
Dawson Landing Homeowner Association