



Dawson Landing Homeowners Association
Post Office Box 4401
Woodbridge, VA 22194

October 23, 2023

Friends and Fellow Homeowners,

This letter serves as notice of the **Homeowners Association Biannual Meeting on November 14 at 7 PM**, in the **McCourt Building** Occoquan Room, 1 County Complex Ct., Woodbridge, VA 22192. The agenda is attached.

This is the annual election meeting to fill seats on the Board of Directors. The Declaration dictates staggered terms to ensure continuity of HOA operations. We have **one** seat to fill due to an ending term. You may vote in person or by proxy. We request you submit a proxy to secure your vote in the event your plans are changed at the last minute precluding your attendance. A quorum of 27 members in good standing, in person or by proxy, is required in order to hold an election. Please know your voting rights are suspended if you have an outstanding assessment balance or open violations.

When selecting another homeowner as your proxy, please ensure that homeowner will be attending the meeting to cast your vote. Selecting a current BOD member is a good option, or leaving that field blank authorizes the Vice President to fulfill the instruction of your proxy.

COVID-19 is optimistically in our rear view, and as such, the board will serve pizza and personal servings of water again this year. The CDC provides information on respiratory virus, and recommends, "If you are sick, stay home:" See <https://www.cdc.gov/respiratory-viruses/index.html> for more information.

You may submit your proxy via the following methods. Either:

- Email dawsonlandingbod@gmail.com, or;
- USPS mail to Dawson Landing HOA, P.O. Box 4401, Woodbridge, VA 22194, or;
- Hand-deliver to a board member.

This is a homeowners meeting, versus business meeting, where homeowners are encouraged to participate. Reports will be presented, election held, and the meeting will conclude with an open forum. Please include any questions you have along with your proxy to allow preparation to obtain references for meaningful discussion. The questions and answers will be included in the meeting minutes and posted on www.dawsonlanding.com to promote information sharing for those unable to join us.

We look forward to seeing you at the meeting and welcoming the new member to the board.

Stay healthy and safe.

Sincerely,

Robert Parlette
President
Dawson Landing Homeowners Association



Dawson Landing Homeowners Association
Post Office Box 4401
Woodbridge, VA 22194

BIANNUAL AGENDA November 14, 2023

Call to Order – 7:00 PM

HOA President

Robert (Bud) Parlette

HOA Board Reports – 7:05 PM

Treasurer's Report

Paul McCann

Architectural Review Board Report

Minh Phan

Grounds Report

Indira Roopan

President's Report

Bud Parlette

Elections – 7:25 PM

Nominations from the floor

Vote by ballot / counting of ballots and proxy's

Announcement of new BOD members

(Will be posted on www.dawsonlanding.com via the annual Presidents Letter.)

Homeowners' Open Forum – 7:45 PM

Bud Parlette

Time for members to address or raise issues. *(In order to allow time for everyone to be heard we ask each homeowner to limit discussion to 3 minutes.)*

Questions submitted by homeowners along with their proxy.

Adjourn – 8:00 PM

PROXY FORM

Address (house number and street) _____

(I)(We) _____ and _____
(PRINT) (PRINT)

under the provisions of ARTICLE III, Section 6. Of the Bylaws of Dawson Landing Homeowners Association, Inc., **herely grant(s) (MY) (OUR) proxy to**

(Insert name of another Class A Member (Lot owner), Director or Officer (if left blank the **Vice President** shall be designated as your proxy for the purposes of casting your vote as instructed below).

for the sole purpose of casting (my) (our) votes at the biannual meeting to be held on **Nov 14, 2023**, or any subsequent meeting called due to failure to obtain a quorum at the first attempt to hold the meeting provided that this proxy shall be deemed invalid after 11 months.

Check one of either (A, B or C) below:

A. **Instructed Proxy**: The person in this proxy must cast (my) (our) vote for the following candidates (up to **1**) for the Board of Directors.

- Robert (Bud) Parlette: _____
- Philip Harding: _____
- Louis M. Vaughn III: _____
- Write in: _____

B. This is an **Uninstructed Proxy**, given to the Proxy holder without instructions to vote as said person deems best.

C. **Proxy for Quorum Purposes Only**: Authorizes the Vice President to count you as present at the meeting, but does not allow any person to cast your vote at the meeting. This means your Lot (Class A membership) will be counted for quorum purposes only.

(Owner's Signature)

(Owner's Signature)

Date _____

Date _____

NOTE: *Please read the proxy instructions on the back. A copy of this proxy must be filed with the Vice President or Managing Agent before the commencement of the biannual meeting. This proxy may be revoked only by actual notice to the Vice President or Management Agent prior to the commencement of the meeting.*

INSTRUCTIONS FOR PROXY

1. USE THE PROXY IF YOU DO NOT WISH TO VOTE IN PERSON OR CANNOT ATTEND THE DAWSON LANDING HOMEOWNERS ASSOCIATION BIENNIAL MEETING SCHEDULED FOR **NOV 14, 2023 AT 7:00 PM**, LOCATED AT THE MCCOURT BUILDING OCCOQUAN ROOM, 1 COUNTY COMPLEX CT. WOODBRIDGE, VA 22192. YOU MAY ASSIGN YOUR PROXY TO A **CLASS A MEMBER** (LOT OWNER) WHO WILL ATTEND THE MEETING; ASSIGN IT TO A DIRECTOR OF YOUR CHOICE TO VOTE ON YOUR BEHALF FOR PERSONS NOMINATED TO FILL VACANCIES ON THE BOARD OF DIRECTORS OR FOR ANY ACTIONS OR QUESTIONS MADE BY MOTION AT THE MEETING; OR FOR PURPOSES OF ESTABLISHING A QUORUM ONLY AND NOT TO CAST A VOTE ON ANY ISSUE TO BE VOTED ON BY THE MEMBERSHIP.
2. ALL OWNERS OF RECORD OF THE LOT (CLASS A MEMBERS) SHOULD SIGN THE PROXY.
3. THE PROXY SHALL BE **NULL AND VOID IF IT IS NOT DATED AND SIGNED** BY AT LEAST ONE LOT OWNER.
4. **Print your address and name at the top of the proxy** to ensure that your Lot is registered as present for the meeting and to ensure that, if desired, your vote is counted.
5. **Print the name of the person or Director you wish to designate as your proxy.** If you leave a blank, the Association's Vice President will be designated as your proxy to cast your votes as you have specified.
6. If you mark the box on the proxy form for "**instructed proxy**," your designated proxy must vote as you have designated on the proxy form.
7. If you mark the box on the proxy form for "**uninstructed proxy**," your designated proxy shall have leeway to cast your vote as that person deems best.
8. If you mark the box on the proxy form "**proxy for quorum purposes only**," your proxy will be counted for quorum purposes only to allow proceedings of the biannual meeting to continue with those Lot owners present. The person that you designate as your proxy will not be able to submit a vote on any vacancies, actions or questions identified on the proxy.
9. **Please mail (so that it arrives no later than Nov 10, 2023) your completed proxy form to the Dawson Landing Homeowners Association, Inc. at Post Office Box 4401, Woodbridge, VA 22194 or hand deliver it by Nov 14, 2022 to the HOA's Vice President's home address at 15385 Bald Eagle Lane, Woodbridge, VA 22191.**
10. Consistent with ARTICLE III Meetings of Members, Section 5. Voting, of the Bylaws of Dawson Landing Homeowners Association, Inc. – **No Class A Member (Lot owner) shall be eligible to vote**, either in person or by proxy, or to be elected to the Board of Directors, who is shown on the books or management accounts of the Association to be more than sixty (60) days delinquent in any payment due to the Association.

Candidates:

Robert (Bud) Parlette. It has been an honor to serve on the BOD. With your support I would graciously accept another term. Having developed extensive understanding of governing documents and enduring relationships with the county, attorney and community members, I am well versed in requirements and prepared to handle challenges facing the community. An original homeowner from 2001, I have served as ARB Chairman, BOD Secretary, and President. I am wrapping up 42 years of federal civil service in DOD, at which time I will retire, providing additional time to focus the community.

Louis M. Vaughn III. My family moved to Dawson's Landing in 2004. I'm a Navy veteran with over 33 years in the Federal Government managing people and programs that serve the American people. My wife and I own a Home Health Care Company, Home Helpers of Woodbridge. We are proud to serve our community and are invested in making it the best place to live in Prince William County.

Philip Harding. Our family has called Dawson Landing home since 2015. We have had major family milestones and made wonderful memories in this peaceful community. We moved from DC while I was serving as a senior advisor on innovation from the White House to the Pentagon. I am a purpose-driven entrepreneur, speaker, and coach, traveling the world empowering others through business, training, and investment. I have coached government leaders, executives, and founders from palaces in the middle east to the halls of US Congress and remote villages on how to live out their purpose and start movements that positively impact lives. An impact-focused network of entrepreneurs I cofounded has empowered thousands across the US and in over 20 countries. I also developed and teach a course at Johns Hopkins on innovation and problem-solving, and speak on these topics around the globe. Before moving to this area, I completed my undergraduate and graduate studies at Harvard University - where I also served as university-wide student president and gave the 2014 Harvard commencement speech "A Kind of Destiny" encouraging others to go serve the world with passion.

<https://www.youtube.com/watch?v=W8OY4a21kDs>