

Dawson Landing Homeowners Association

Board of Directors Meeting Minutes

Date of Meeting: December 8, 2020

Location: Held Virtually via ZOOM

1. Call to Order. The president called the meeting to order at 7:05 pm.
2. Quorum: A quorum was present. The following directors attended: Dir Parlette, Dir Phan, Dir McCann, Dir Melendez, Dir Rogers, and Dir Nussio. The following director(s) were absent: None. One homeowner was also present.
3. Approval of the Minutes.
 - a. A motion was made to approve the October BOD minutes, was seconded, and unanimously approved.
 - b. A motion was made to approve the November Biannual minutes, was seconded, and unanimously approved.
4. Open Forum. The floor was opened for homeowner participation. There were no comments.
5. Old Business.
 - c. Financial.
 - i. The treasurer presented an action from the previous year where the BOD deferred assessments to the following year. There was discussion regarding a document requirement. The treasurer will produce the required document. A motion was made, seconded, and unanimously approved to pass the deferred assessment resolution.
 - ii. The auditor Goldklang Group CPAs, P.C. presented their findings which will be reviewed and signed by the treasurer and findings discussed at the January BOD meeting.
 - d. ARB.
 - i. One change request was approved for a shed.
 - ii. Discussions on the annual violation hearing ended in a motion to hold the hearing virtually. The motion was seconded and approved by a 4 to 2 vote, with directors Rogers and Nussio against. Dir Phan will set a date and provide to the BOD. A maximum number of directors are requested to attend.
 - iii. An ARB member has submitted his resignation. One homeowner provided information to the ARB expressing interest and qualifications to be considered for appointment. Dir Phan made a motion to appoint Doug Roseborro to the ARB. The motion was seconded and passed unanimously.
 - e. Grounds.
 - i. Outstanding projects were briefed in the absence of a ground's coordinator for consideration of members to step up to the position. Elections will be held at the end of the meeting.

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- f. Dawson Landing disclosure packet. MJF explained a number of minutes are now required by statute. MJF rotates in the new minutes. The annual president's letter was added to the package which provide information on the HOA website and communications.
 - g. Legal Counsel. New members were briefed on upcoming annual BOD training which is provided by the HOA attorney. Along with formal training, the BOD is provided guidance on issues raised. This is an opportunity for new members to ask questions for a legal response based on VA statutes versus assumption and rumor.
 - h. Events. New directors provided fresh ideas for virtual event ideas appropriate for pandemic restrictions. Plans will be fleshed out and discussed at the next meeting to plan for 2021.
 - i. Communications.
 - i. Dawson Landing Facebook site. Past-director Patterson had received account information for the site. Maureen Parlette stated she had initiated the site years ago and volunteered to revive it. A motion as made, seconded, and unanimously approved for Maureen to manage the Dawson Landing Facebook site. We will need to retrieve the account information from the secretary BOD account.
 - ii. Dawson Landing Website. Dir Rogers presented ideas on improving the website. Applications are available at around \$100 annually which make it possible for any director to manage. Dir Rogers will provide examples at an upcoming meeting.
 - j. Traffic Calming.
 - i. Homeowners were alerted via Nextdoor and email of complaints regarding speeding and reckless driving in the neighborhood and actions which can be taken.
 - ii. One homeowner volunteered for the Traffic Calming committee.
6. New Business.
- k. HOA Communications:
 - i. The BOD was briefed on communications via the BOD account, mostly administrative in nature.
 - ii. There was a concern regarding a number of trees being cut down in one of the designated conservation areas. The question was asked how is it managed so that these areas are preserved? The only trees being removed are at the direction of PWC in common areas. If the homeowner was referring to other areas the BOD would need more information.
 - l. Administrative:
 - i. Liens: A new lien was signed for a property on Canvasback for \$923.06 for 2019 violations and unpaid assessments.
 - ii. Director Sarita Patterson resigned Dec 1.

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m. Officer Elections

i. Positions were discussed and all were provided an opportunity to state preferences.

ii. Elections were held with the following results:

President:	Director Parlette
Vice President:	Director Melendez
Secretary:	Director Rogers
Treasurer:	Director McCann
Grounds Coordinator	Director Nussio
ARB Representative	Director Phan (ARB Chairman)

7. Meeting Adjourned. There being no further business to come before the board, a motion was made, seconded, and was unanimous to adjourn the meeting shortly after 9:00 pm.

R.Parlette
President
Dawson Landing HOA