

**MINUTES OF THE BOARD OF DIRECTORS MEETING
SOUTH RIDING PROPRIETARY
January 4, 2018 6:00 pm**

A meeting of the South Riding Proprietary Board of Directors was convened at 42420 Unicorn Drive on this day.

ATTENDEES:

Estee LaClare, Vice President
Kevin Ubelhart, Treasurer
Gary Smith, Secretary
Meggan Walker, Director
Karen MacDowell, Director
Ted Lange, Director

MANAGEMENT PRESENT:

Wendy Taylor, PCAM, LSM, General Manager
Laydy Reyes, Community Resource Coordinator

OTHERS PRESENT:

Various Residents

ABSENT:

Note: unanimous votes exclude absent Board members
Steve Larkin, Director
Scott Fisher, President
Christine Bean, Director of Administration

CALL TO ORDER

Ms. LaClare called the meeting to order at 6:00 pm.

EXECUTIVE SESSION

Kevin Ubelhart **MOVED** and Karen MacDowell **SECONDED** to adjourn Open Session and convene into Executive Session at 6:01 pm to discuss owner obligation, covenants matter, contracts, and matters related to attorney/client privilege and personnel.
The motion **PASSED** unanimously.

Kevin Ubelhart **MOVED** and Karen MacDowell **SECONDED** to adjourn Executive Session and convene into Open Session at 7:00 pm.
The motion **PASSED** unanimously.

MATTERS FOR BOARD DECISION

Meeting Minutes

Gary Smith **MOVED** and Karen MacDowell **SECONDED** to approve the minutes from the December 7, 2017 meeting as presented. The motion **PASSED** (5-0-1).

Executive Session Items

Kevin Ubelhart **MOVED** and Ted Lange **SECONDED** to approve a partial waiver of fees regarding Action Item 6.1 as discussed in Executive Session.
The motion **PASSED** unanimously.

Kevin Ubelhart **MOVED** and Ted Lange **SECONDED** to approve a waiver of fees with stipulations regarding Action Item 6.2 as discussed in Executive Session.
The motion **PASSED** unanimously.

Kevin Ubelhart **MOVED** and Ted Lange **SECONDED** to approve a partial waiver of fees regarding Action Item 6.3 as discussed in Executive Session.
The motion **PASSED** unanimously.

Open Session Items

Gary Smith **MOVED** and Karen MacDowell **SECONDED** to appoint Jerry Barton as the Chair of the Neighborhood Watch Committee. The motion **PASSED** unanimously.

Ted Lange **MOVED** and Karen MacDowell **SECONDED** to appoint Cameron Smith as the Vice Chair of the Neighborhood Watch Committee. The motion **PASSED** (5-0-1).

Ted Lange **MOVED** and Karen MacDowell **SECONDED** to appoint Ken Walsh as the Chair of the Recreation & Grounds Committee. The motion **PASSED** unanimously.


MANAGEMENT/DEPARTMENT REPORT

Ms. Taylor provided and reviewed with the Board, her written Management and Department Reports.

ADJOURN

Karen MacDowell **MOVED** and Meggan Walker **SECONDED** to adjourn at 7:25 pm.
The motion **PASSED** unanimously.

Respectfully Submitted by: Wendy W. Taylor

Signed: 
Gary Smith, Secretary

Date Approved: Feb 8th 2018