

**MINUTES OF THE BOARD OF DIRECTORS MEETING
SOUTH RIDING PROPRIETARY**

October 1, 2015 6:00 pm

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

ATTENDEES:

Kevin Turner, President
Scott Fisher, Vice President
Kevin Ubelhart, Treasurer
Estee LaClare, Secretary
Gary Smith, Director
Meggan Walker, Director
Ted Lange, Director

MANAGEMENT PRESENT:

Wendy Taylor, PCAM, LSM, General Manager
Rebecca Lyons, CMCA, AMS, Director of Facilities & Community Service
Christine Bean, Administrative Manager

OTHERS PRESENT:

Various residents

ABSENT:

Note: unanimous votes exclude absent Board members
Steve Larkin, Director

CALL TO ORDER

Mr. Turner called the meeting to order at 6:01 P.M.

EXECUTIVE SESSION

Kevin Ubelhart **MOVED** and Meggan Walker **SECONDED** to adjourn Open Session and convene into Executive Session at 6:01 pm to discuss owner obligation, covenants matters, contracts, matters related to attorney/client privilege and personnel.

The motion **PASSED** unanimously.

Kevin Ubelhart **MOVED** and Meggan Walker **SECONDED** to adjourn Executive Session and convene into Open Session at 6:59 pm.

The motion **PASSED** unanimously.

OWNER OPEN FORUM

Estee LaClare read a letter from a resident regarding his concern about laser tag.

Estee LaClare **MOVED** and Ted Lange **SECONDED** to approve the minutes from the September 3, 2015 as presented.
The motion **PASSED** unanimously.

MATTERS FOR BOARD DECISION

Executive Session

Kevin Ubelhart **MOVED** and Estee LaClare **SECONDED** to approve a partial waiver of fees with regard to Action Item 7.1 as discussed in Executive Session.
The motion **PASSED** unanimously.

Committee Appointments

Gary Smith **MOVED** and Meggan Walker **SECONDED** to reappoint Julia Mathers to the Covenants Committee for a one year term.
The motion **PASSED** unanimously.

2016 Budget

Kevin Ubelhart **MOVED** and Ted Lange **SECONDED** to approve the 2016 budget as presented.
The motion **PASSED** unanimously.

Tenant Registration Resolution

Estee LaClare **MOVED** and Meggan Walker **SECONDED** to accept the resolution as discussed in executive session.
The motion **PASSED** unanimously.

Guidelines for Matters Relating to Third Party Organizations

Estee LaClare **MOVED** and Meggan Walker **SECONDED** to accept the resolution as discussed in executive session.
The motion **PASSED** unanimously.

MANAGEMENT/DEPARTMENT REPORT

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

ADJOURN

Kevin Ubelhart **MOVED** and Ted Lange **SECONDED** to adjourn at 7:40 pm.
The motion **PASSED** unanimously.

Respectfully Submitted By: Wendy Taylor

Signed: Estee LaClare
Estee LaClare, Secretary

Date Approved: Nov. 3, 2015