

**MINUTES OF THE BOARD OF DIRECTORS MEETING
SOUTH RIDING PROPRIETARY
October 5, 2017 5:30 pm**

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

ATTENDEES:

Scott Fisher, President
Estee LaClare, Vice President
Kevin Ubelhart, Treasurer
Gary Smith, Secretary
Karen MacDowell, Director

MANAGEMENT PRESENT:

Wendy Taylor, PCAM, LSM, General Manager
Kristi Felouzis, Director of Community Standards
Laydy Reyes, Community Resource Coordinator

OTHERS PRESENT:

Pia Trigiani

ABSENT:

Note: unanimous votes exclude absent Board members
Meggan Walker, Director
Ted Lange, Director
Steve Larkin, Director

CALL TO ORDER

Mr. Fisher called the meeting to order at 5:30 P.M.

EXECUTIVE SESSION

Estee LaClare **MOVED** and Gary Smith **SECONDED** to adjourn Open Session and convene into Executive Session at 5:30 pm to discuss owner obligation, covenants matter, contracts, and matters related to attorney/client privilege and personnel. The motion **PASSED** unanimously.

Estee LaClare **MOVED** and Gary Smith **SECONDED** to adjourn Executive Session and convene into Open Session at 7:10 pm. The motion **PASSED** unanimously.

MATTERS FOR BOARD DECISION

Meeting Minutes

Gary Smith **MOVED** and Estee LaClare **SECONDED** to approve the minutes from the September 7, 2017 meeting as presented. The motion **PASSED** unanimously.

Executive Session Items

Kevin Ubelhart **MOVED** and Karen MacDowell **SECONDED** to deny a waiver of fees regarding Action Item 7.1 as discussed in Executive Session. The motion **PASSED** unanimously.

Kevin Ubelhart **MOVED** and Estee LaClare **SECONDED** to approve a partial waiver of fees regarding Action Item 7.2 as discussed in Executive Session. The motion **PASSED** unanimously.

Open Session Items

Kevin Ubelhart **MOVED** and Karen MacDowell **SECONDED** to approve the 2018 budget as presented. The motion **PASSED** unanimously.

Gary Smith **MOVED** and Estee LaClare **SECONDED** to reappoint Julia Mathers to the Community Standards Committee for a one year term. The motion **PASSED** unanimously.

MANAGEMENT/DEPARTMENT REPORT

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

ADJOURN

Estee LaClare **MOVED** and Gary Smith **SECONDED** to adjourn at 7:53 pm. The motion **PASSED** unanimously.

Respectfully Submitted by: Wendy W. Taylor

Signed: 
Gary Smith, Secretary

Date Approved: ^{cns} 020 / Nov / 2017