

**MINUTES OF THE BOARD OF DIRECTORS MEETING
SOUTH RIDING PROPRIETARY
November 2, 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
Meggan Walker, Director
Ted Lange, Director

MANAGEMENT PRESENT:

Wendy Taylor, PCAM, LSM, General Manager
Christine Bean, Director of Administration
Kristi Felouzis, Director of Community Standards

OTHERS PRESENT:

None

ABSENT:

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

CALL TO ORDER

Mr. Fisher called the meeting to order at 6:00 P.M.

EXECUTIVE SESSION

Estee LaClare **MOVED** and Ted Lange **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.

Gary Smith **MOVED** and Kevin Ubelhart **SECONDED** to adjourn Executive Session and convene into Open Session at 7:01 pm. The motion **PASSED** unanimously.

MATTERS FOR BOARD DECISION

Meeting Minutes

Gary Smith **MOVED** to approve the minutes from the October 5, 2017 as presented. The motion was seconded by Estee LaClare. The motion **PASSED** (5-0-2).

Executive Session Items

Gary Smith **MOVED** and Karen MacDowell **SECONDED** to uphold the decision of the Community Standards Committee regarding Action Item 7.1 as discussed in Executive Session. The motion **PASSED** unanimously.

Gary Smith **MOVED** and Estee LaClare **SECONDED** to overturn the decision of the Community Standards Committee regarding Action Item 7.2 as discussed in Executive Session. The motion **PASSED** (5-2-0).

Kevin Ubelhart **MOVED** and Karen MacDowell **SECONDED** to deny a waiver of fees regarding Action Item 7.3 as discussed in Executive Session. The motion **PASSED** unanimously.

Kevin Ubelhart **MOVED** and Estee LaClare **SECONDED** to deny a waiver of fees regarding Action Item 7.4 as discussed in Executive Session. The motion **PASSED** unanimously.

Kevin Ubelhart **MOVED** and Karen MacDowell **SECONDED** to deny the settlement request regarding Action Item 7.5 as discussed in Executive Session. The motion **PASSED** unanimously.

Kevin Ubelhart **MOVED** and Meggan Walker **SECONDED** to deny the payment plan as presented and accept counsels counter offer regarding Action Item 7.6 as discussed in Executive Session. The motion **PASSED** unanimously.

Kevin Ubelhart **MOVED** and Karen MacDowell **SECONDED** to deny a waiver of fees regarding Action Item 7.7 as discussed in Executive Session. The motion **PASSED** unanimously.

Open Session Items

Karen MacDowell **MOVED** and Estee LaClare **SECONDED** to appoint Joshua Stern to the Website & Technology Committee. The motion **PASSED** unanimously.

Karen MacDowell **MOVED** and Meggan Walker **SECONDED** to appoint Andrew Ellis to the Website & Technology Committee. The motion **PASSED** unanimously.

Gary Smith **MOVED** and Estee LaClare **SECONDED** to appoint Jim Maxwell 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 Meggan Walker **SECONDED** to adjourn at 7:20 pm.
The motion **PASSED** unanimously.

Respectfully Submitted by: Wendy W. Taylor

Signed:  _____ Date Approved: 12/17/2017
Gary Smith, Secretary