

**MINUTES OF THE BOARD OF DIRECTORS MEETING  
SOUTH RIDING PROPRIETARY  
December 1, 2016 6:00 pm**

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

**ATTENDEES:**

Scott Fisher, President  
Kevin Ubelhart, Treasurer  
Gary Smith, Secretary  
Meggan Walker, Director  
Ted Lange, Director

**MANAGEMENT PRESENT:**

Wendy Taylor, PCAM, LSM, General Manager  
Christine Bean, Director of Administration

**OTHERS PRESENT:**

Various Residents

**ABSENT:**

Note: unanimous votes exclude absent Board members  
Estee LaClare, Vice President  
Kevin Turner, Director  
Steve Larkin, Director

**CALL TO ORDER**

Mr. Fisher called the meeting to order at 6:08 P.M.

**EXECUTIVE SESSION**

Meggan Walker **MOVED** and Ted Lange **SECONDED** to adjourn Open Session and convene into Executive Session at 6:08 pm to discuss owner obligation, covenants matters, contracts, and matters related to attorney/client privilege and personnel.

The motion **PASSED** unanimously.

Meggan Walker **MOVED** and Gary Smith **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 November 3, 2016 as presented. The motion was seconded by Meggan Walker. The motion **PASSED** unanimously.

Executive Session

Kevin Ubelhart **MOVED** and Meggan Walker **SECONDED** to approve a waiver of fees with regarding Action Item 7.1 as discussed in Executive Session. The motion **PASSED** unanimously.

Kevin Ubelhart **MOVED** and Meggan Walker **SECONDED** to approve a partial waiver of fees with regard to Action Item 7.2 as discussed in Executive Session. The motion **PASSED** unanimously.

OPEN SESSION

Community Standards Committee

Gary Smith **MOVED** and Meggan Walker **SECONDED** to reappoint Pat Himes to the Committee for a one-year term. The motion **PASSED** unanimously.

Gary Smith **MOVED** and Meggan Walker **SECONDED** to appoint Ramesh Sheth to the Committee for a one-year term. The motion **PASSED** unanimously.

Neighborhood Watch Committee

Meggan Walker **MOVED** and Ted Lange **SECONDED** to appoint Jerry Barton as the chair of the committee for a one-year term. The motion **PASSED** unanimously.

Meggan Walker **MOVED** and Ted Lange **SECONDED** to appoint Bill McMullan as the vice chair of the committee for a one-year term. The motion **PASSED** unanimously.

Meggan Walker **MOVED** and Ted Lange **SECONDED** to approve the 2016-2017 Strategic Plan as presented. The motion **PASSED** unanimously.

MANAGEMENT/DEPARTMENT REPORT

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

ADJOURN

Meggan Walker **MOVED** and Estee LaClare **SECONDED** to adjourn at 8:42 pm. The motion **PASSED** unanimously.

Respectfully Submitted by: Wendy W. Taylor

Signed: 

Gary Smith, Secretary

Date Approved: 5 Jan 2017