

**MINUTES OF THE BOARD OF DIRECTORS MEETING
SOUTH RIDING PROPRIETARY
February 2, 2017 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
Estee LaClare, Vice President
Kevin Ubelhart, Treasurer
Gary Smith, Secretary
Kevin Turner, Director
Ted Lange, Director (via phone)

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
Meggan Walker, Director
Steve Larkin, Director

CALL TO ORDER

Mr. Fisher called the meeting to order at 6:04 P.M.

EXECUTIVE SESSION

Estee LaClare **MOVED** and Gary Smith **SECONDED** to adjourn Open Session and convene into Executive Session at 6:04 pm to discuss owner obligation, covenants matters, contracts, and matters related to attorney/client privilege and personnel.

The motion **PASSED** unanimously.

Kevin Ubelhart **MOVED** and Gary Smith **SECONDED** to adjourn Executive Session and convene into Open Session at 6:57 pm.

The motion **PASSED** unanimously.

MATTERS FOR BOARD DECISION

Meeting Minutes

Gary Smith **MOVED** to approve the minutes from the January 5, 2017 as presented. The motion was seconded by Estee LaClare. The motion **PASSED** unanimously.

Executive Session

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

Kevin Ubelhart **MOVED** and Estee LaClare **SECONDED** to approve a partial waiver of fees with regarding Action Item 7.3 as discussed in Executive Session.
The motion **PASSED** unanimously.

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

Kevin Ubelhart **MOVED** and Estee LaClare **SECONDED** to approve a partial waiver of fees with regarding Action Item 7.5 as discussed in Executive Session.
The motion **PASSED** (6-0-1).

Kevin Ubelhart **MOVED** and Estee LaClare **SECONDED** to approve a partial waiver of fees with regarding Action Item 7.6 as discussed in Executive Session.
The motion **PASSED** unanimously.

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

Kevin Ubelhart **MOVED** and Estee LaClare **SECONDED** to approve a partial waiver of fees with regarding Action Item 7.8 as discussed in Executive Session.
The motion **PASSED** unanimously.

OPEN SESSION

Estee LaClare **MOVED** and Kevin Ubelhart **SECONDED** to appoint Ken Walsh as the Chair of the Recreation & Grounds Committee. The motion **PASSED** unanimously.

Kevin Ubelhart **MOVED** and Estee LaClare **SECONDED** to accepted the letter of interest for Tall Cedars Parcel at 42727 Tall Cedars Parkway, Loudoun County, Virginia, Tax Assessment PIN: 164-46-3942 as presented. 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 Ted Lange **SECONDED** to adjourn at 8:16 pm.
The motion **PASSED** unanimously.

Respectfully Submitted by: Wendy W. Taylor

Signed:  _____ Date Approved: 2 March 2017
Gary Smith, Secretary