

MINUTES OF THE BOARD OF DIRECTORS MEETING
SOUTH RIDING PROPRIETARY
May 12, 2016 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 (via phone)
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
Christine Bean, Administrative Assistant

OTHERS PRESENT:

Various Residents

ABSENT:

Note: unanimous votes exclude absent Board members
Steve Larkin, Director
Rebecca Lyons, CMCA, AMS, PCAM, Director of Facilities & Community Service

CALL TO ORDER

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

EXECUTIVE SESSION

Meggan Walker **MOVED** and Ted Lange **SECONDED** to adjourn Open Session and convene into Executive Session at 6:01 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 Kevin Ubelhart **SECONDED** to adjourn Executive Session and convene into Open Session at 6:55 pm.

The motion **PASSED** unanimously.

MATTERS FOR BOARD DECISION

Meeting Minutes

Estee LaClare **MOVED** to approve the minutes from the April 7, 2016 as presented. The motion was seconded by Meggan Walker and **PASSED** unanimously.

Executive Session

Kevin Ubelhart **MOVED** and Estee LaClare **SECONDED** to approve a waiver of fees with regard to 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.

Gary Smith **MOVED** and Estee LaClare **SECONDED** to approve self-help measures with regard to Action Item 7.3 as discussed in Executive Session.
The motion **PASSED** unanimously.

Kevin Ubelhart **MOVED** to approve a waiver of fees with regard to Action Item 7.4. The motion was seconded by Meggan Walker and passed (6-0-1).

2015 Final Audit

Kevin Ubelhart **MOVED** and Meggan Walker **SECONDED** to approve the final audit as presented.
The motion **PASSED** unanimously.

Park Shades

Kevin Ubelhart **MOVED** to approve the park shade from capital funds as presented. The motion was seconded by Meggan Walker and passed (6-0-1).

Member Appointment

Gary Smith **MOVED** and Estee LaClare **SECONDED** to accept the recommendation of the Covenants Committee and appoint Dave Smith for a one year term.
The motion **PASSED** unanimously.

Design & Maintenance Standards

Gary Smith **MOVED** and Estee LaClare **SECONDED** to approve the proposed updates to the fences section of the Design & Maintenance Standards as presented.
The motion **PASSED** unanimously.

OPEN SESSION

MANAGEMENT/DEPARTMENT REPORT

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

ADJOURN

Kevin Ubelhart **MOVED** and Meggan Walker **SECONDED** to adjourn at 7:50 pm.
The motion **PASSED** unanimously.

Respectfully Submitted By: Wendy Taylor

Signed: Estee S. LaClare Date Approved: 6/2/16
Estee LaClare, Secretary