

**MINUTES OF THE BOARD OF DIRECTORS MEETING  
SOUTH RIDING PROPRIETARY**

**July 9, 2015 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, 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

Rebecca Lyons, CMCA, AMS, Director of Facilities & Community Service

Christine Bean, Administrative Manager

**OTHERS PRESENT:**

Various residents

**ABSENT:**

Note: unanimous votes exclude absent Board members

Kevin Turner, President

Steve Larkin, Director

**CALL TO ORDER**

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

**EXECUTIVE SESSION**

Meggan Walker **MOVED** and Kevin Ubelhart **SECONDED** to adjourn Open Session and convene into Executive Session at 6:01 pm to discuss owner obligation, covenants matters, contracts, matters related to attorney/client privilege and personnel.

The motion **PASSED** unanimously.

Estee LaClare **MOVED** and Meggan Walker **SECONDED** to adjourn Executive Session and convene into Open Session at 6:56 pm.

The motion **PASSED** unanimously.

**OWNER OPEN FORUM**

Teresa Blanchard, Smallwood Terrace – requested additional lap lanes

Sara Cinotti, Springdale Drive – discussed email received regarding the camp out

### **APPROVAL OF THE MINUTES**

Estee LaClare **MOVED** and Megan Walker **SECONDED** to approve the minutes from the June 4, 2015 as presented.

The motion **PASSED** unanimously.

### **MATTERS FOR BOARD DECISION**

#### **Executive Session**

Kevin Ubelhart **MOVED** and Ted Lange **SECONDED** to approve a partial waiver of fees with regard to Action Item 7.1 as discussed in Executive Session.

The motion **PASSED** unanimously.

Kevin Ubelhart **MOVED** and Ted Lange **SECONDED** to approve a partial waiver of fees with regard to Action Item 7.2 as discussed in Executive Session.

The motion **PASSED** unanimously.

Kevin Ubelhart **MOVED** and Ted Lange **SECONDED** to deny the waiver of fees with regard to Action Item 7.3 as discussed in Executive Session.

The motion **PASSED** unanimously.

Kevin Ubelhart **MOVED** and Ted Lange **SECONDED** to approve a partial waiver of fees with regard to Action Item 7.4 as discussed in Executive Session.

The motion **PASSED** unanimously.

Kevin Ubelhart **MOVED** and Ted Lange **SECONDED** to approve a partial waiver of fees with regard to Action Item 7.5 as discussed in Executive Session.

The motion **PASSED** unanimously.

Kevin Ubelhart **MOVED** and Ted Lange **SECONDED** to approve a partial waiver of fees with regard to Action Item 7.6 as discussed in Executive Session.

The motion **PASSED** unanimously.

Kevin Ubelhart **MOVED** and Ted Lange **SECONDED** to deny the waiver of fees with regard to Action Item 7.7 as discussed in Executive Session.

The motion **PASSED** unanimously.

Kevin Ubelhart **MOVED** and Ted Lange **SECONDED** to deny the waiver of fees with regard to Action Item 7.8 as discussed in Executive Session.

The motion **PASSED** unanimously.

Kevin Ubelhart **MOVED** and Ted Lange **SECONDED** to write off uncollectable balance to bad debt with regard to Action Item 7.9 as discussed in Executive Session.

The motion **PASSED** unanimously.

**Committee Appointments**

Gary Smith **MOVED** and Estee LaClare **SECONDED** to appoint Andrea Arvelos to the Covenants Committee for a one year term.

The motion **PASSED** unanimously.

**Resolution 2015-1**

Scott Fisher read resolution #2015-1 into record and was approved unanimously.

**MANAGEMENT/DEPARTMENT REPORT**

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

Respectfully Submitted By: Wendy Taylor

Signed: Estee D. LaClare  
Estee LaClare, Secretary

Date Approved: Aug. 13, 2015