

**MINUTES OF THE BOARD OF DIRECTORS MEETING**  
**SOUTH RIDING PROPRIETARY**  
**July 13, 2017 6:00 pm**

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

**ATTENDEES:**

Estee LaClare, Vice President

Kevin Ubelhart, Treasurer

Gary Smith, Secretary

Meggan Walker, Director

Karen MacDowell, Director

Ted Lange, Director (via phone)

**MANAGEMENT PRESENT:**

Wendy Taylor, PCAM, LSM, General Manager

Christine Bean, Director of Administration

**OTHERS PRESENT:**

None

**ABSENT:**

Note: unanimous votes exclude absent Board members

Scott Fisher, President

Steve Larkin, Director

**CALL TO ORDER**

Ms. LaClare called the meeting to order at 6:00 P.M.

**EXECUTIVE SESSION**

Meggan Walker **MOVED** and Gary Smith **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.

motion **PASSED** unanimously.

Karen MacDowell **MOVED** and Meggan Walker **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** and Meggan Walker **SECONDED** to approve the minutes from the June 1, 2017 as presented. The motion **PASSED** unanimously.

### Executive Session Items

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

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

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

### Open Session Items

Karen MacDowell **MOVED** and Meggan Walker **SECONDED** to appoint Mike Beardslee to the Website & Technology Committee for a one year term. The motion **PASSED** unanimously.

Gary Smith **MOVED** and Karen MacDowell **SECONDED** to reappoint Andrea Arvelos to the Community Standards Committee for a one year term. The motion **PASSED** unanimously.

Meggan Walker **MOVED** and Karen MacDowell **SECONDED** to approve the revised 2017 Pool Rules & Regulations as presented. The motion **PASSED** unanimously.

Meggan Walker **MOVED** and Gary Smith **SECONDED** to approve the revised Splash Park Slide Rules as presented. The motion **PASSED** unanimously.

Meggan Walker **MOVED** and Karen MacDowell **SECONDED** to accept the recommendation of the Recreation & Grounds Committee and deny the path request. The motion **PASSED** unanimously.

Kevin Ubelhart **MOVED** and Meggan Walker **SECONDED** to approve the General Manager to negotiate a contract for improvement of the Town Center Park not to exceed \$635k after reviewed by the Budget & Finance Committee. 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 Karen MacDowell **SECONDED** to adjourn at 7:51 pm. The motion **PASSED** unanimously.

Respectfully Submitted by: Wendy W. Taylor

Signed: \_\_\_\_\_ Date Approved: \_\_\_\_\_  
Gary Smith, Secretary  8/3/2017