

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

**August 13, 2015 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  
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  
Steve Larkin, Director

**CALL TO ORDER**

Mr. Turner called the meeting to order at 6:06 P.M.

**EXECUTIVE SESSION**

Scott Fisher **MOVED** and Estee LaClare **SECONDED** to adjourn Open Session and convene into Executive Session at 6:07 pm to discuss owner obligation, covenants matters, contracts, matters related to attorney/client privilege and personnel.

The motion **PASSED** unanimously.

Scott Fisher **MOVED** and Estee LaClare **SECONDED** to adjourn Executive Session and convene into Open Session at 7:02 pm.

The motion **PASSED** unanimously.

**OWNER OPEN FORUM**

There were no resident comments.

## **APPROVAL OF THE MINUTES**

Estee LaClare **MOVED** and Ted Lange **SECONDED** to approve the minutes from the July 9, 2015 as presented.

The motion **PASSED** (6-0-1) Mr. Turner abstained.

## **MATTERS FOR BOARD DECISION**

### **Executive Session**

Kevin Ubelhart **MOVED** and Scott Fisher **SECONDED** to deny the waiver of fees with regard to Action Item 7.1 as discussed in Executive Session.

The motion **PASSED** unanimously.

Kevin Ubelhart **MOVED** and Scott Fisher **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 Scott Fisher **SECONDED** to approve the waiver of fees with regard to Action Item 7.3 as discussed in Executive Session.

The motion **PASSED** unanimously.

Kevin Ubelhart **MOVED** and Scott Fisher **SECONDED** to deny the waiver of fees with regard to Action Item 7.4 as discussed in Executive Session.

The motion **PASSED** unanimously.

Kevin Ubelhart **MOVED** and Scott Fisher **SECONDED** to deny the waiver of fees with regard to Action Item 7.5 as discussed in Executive Session.

The motion **PASSED** unanimously.

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

The motion **PASSED** unanimously.

Scott Fisher **MOVED** and Meggan Walker **SECONDED** to defer the decision regarding Action Item 7.7 as discussed in Executive Session.

The motion **PASSED** unanimously.

### **Committee Appointments**

Estee LaClare **MOVED** and Scott Fisher **SECONDED** to appoint Steve Sebesyten to the Recreation and Grounds Committee for a one year term.

The motion **PASSED** unanimously.

Estee LaClare **MOVED** and Scott Fisher **SECONDED** to appoint Jeff Salmon to the Recreation and Grounds Committee for a one year term.

The motion **PASSED** (6-0-1) Ms. Walker abstained.

**Recreation & Grounds Committee Charter**

Meggan Walker **MOVED** and Estee LaClare **SECONDED** to approve the charter as presented to allow the board liaisons who are present at the meeting to count towards quorum as discussed. The motion **PASSED** unanimously.

**Aquatic Rules**

Meggan Walker **MOVED** and Estee LaClare **SECONDED** to approve the aquatic rules as presented. The motion **PASSED** unanimously.

**Enhance-A-Spot Application**

Meggan Walker **MOVED** and Estee LaClare **SECONDED** to approve the enhance-a-spot application as presented. The motion **PASSED** unanimously.

**South Riding App**

Ted Lange **MOVED** and Meggan Walker **SECONDED** to approve the South Riding app proposal not to exceed \$6,000 in development fees as discussed. The motion **PASSED** unanimously.

**Maintenance Building**

Ted Lange **MOVED** and Scott Fisher **SECONDED** the approval for SRP to enter into revised contract for the maintenance facility not to exceed \$600,000. The motion **PASSED** unanimously.

**Star Spangled South Riding**

Meggan Walker **MOVED** and Ted Lange **SECONDED** to approve SRP entering into a contract for the golf course rental for Star Spangled South Riding not to exceed \$15,000. The motion **PASSED** unanimously.

**Bull Run Development**

Ted Lange **MOVED** and Meggan Walker **SECONDED** to approve the easement as modified in executive session. The motion **PASSED** 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 LaClare, Secretary

Date Approved: 08.11.2015