

**MINUTES OF THE BOARD OF DIRECTORS MEETING  
SOUTH RIDING PROPRIETARY  
September 1, 2016 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  
Meggan Walker, Director  
Ted Lange, Director  
Kevin Turner, Director

**MANAGEMENT PRESENT:**

Wendy Taylor, PCAM, LSM, General Manager  
Christine Bean, Administrative Manager

**OTHERS PRESENT:**

Various Residents

**ABSENT:**

Note: unanimous votes exclude absent Board members  
Steve Larkin, Director

**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 6:05 pm to discuss owner obligation, covenants matters, contracts, and 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 6:55 pm.

The motion **PASSED** unanimously.

## MATTERS FOR BOARD DECISION

### Meeting Minutes

Gary Smith **MOVED** and Estee LaClare **SECONDED** to approve the minutes from the August 4, 2016 as presented. The motion **PASSED** unanimously.

### Executive Session

Kevin Ubelhart **MOVED** and Estee LaClare **SECONDED** to approve a waiver of fees as directed with regarding Action Item 7.1. The motion **PASSED** unanimously.

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

### Budget & Finance Committee

Kevin Ubelhart **MOVED** and Ted Lange **SECONDED** to approve the 2017 Budget for distribution as presented.  
The motion **PASSED** unanimously.

### Community Standards Committee

Gary Smith **MOVED** and Meggan Walker **SECONDED** to reappoint Karen MacDowell to the Committee for a one-year term.  
The motion **PASSED** unanimously.

### Recreation and Grounds Committee

Estee LaClare **MOVED** and Meggan Walker **SECONDED** to approve the installation of an additional dog waste station on the World Trail.  
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 Estee LaClare **SECONDED** to adjourn at 8:30 pm.  
The motion **PASSED** unanimously.

Respectfully Submitted by: Wendy W. Taylor

Signed:   
Gary Smith, Secretary

Date Approved: 10/6/2016