

**MINUTES OF THE BOARD OF DIRECTORS MEETING
SOUTH RIDING PROPRIETARY
December 5, 2019 6:00 pm**

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

ATTENDEES:

Gary Smith, President
Karen MacDowell, Vice President
Kevin Ubelhart, Treasurer
Kip Lowe, Director
Pat Himes, Director
Steve Pasquale, Director

MANAGEMENT PRESENT:

Wendy Taylor, PCAM, LSM, General Manager
Christine Bean, Director of Administration
Kristi Felouzis, Director of Community Standards

OTHERS PRESENT:

Various Residents

ABSENT:

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

CALL TO ORDER

Mr. Smith called the meeting to order at 6:00 pm.

EXECUTIVE SESSION

Karen MacDowell **MOVED**, and Pat Himes **SECONDED** to adjourn Open Session and convene into Executive Session at 6:19 pm to discuss owner obligation, covenants matter, contracts, and matters related to attorney/client privilege and personnel.

The motion **PASSED** unanimously.

Pat Himes **MOVED**, and Karen MacDowell **SECONDED** to adjourn Executive Session and convene into Open Session at 6:45 pm.

The motion **PASSED** unanimously.

OPEN SESSION

MATTERS FOR BOARD DECISION

Meeting Minutes

Karen MacDowell **MOVED**, and Pat Himes **SECONDED** to approve the minutes from the October 3, 2019 meeting as presented. The motion **PASSED** unanimously.

Executive Session Items

Kevin Ubelhart **MOVED**, and Karen MacDowell **SECONDED** to deny a waiver of fees with regards to Action Item 6.1 as discussed in Executive Session. The motion **PASSED** unanimously.

Kevin Ubelhart **MOVED**, and Karen MacDowell **SECONDED** to deny a waiver of fees with regards to Action Item 6.2 as discussed in Executive Session. The motion **PASSED** unanimously.

Kevin Ubelhart **MOVED**, and Karen MacDowell **SECONDED** to approve a partial waiver of fees with regards to Action Item 6.3 as discussed in Executive Session. The motion **PASSED** unanimously.

Kevin Ubelhart **MOVED**, and Karen MacDowell **SECONDED** to approve a partial waiver of fees with regards to Action Item 6.4 as discussed in Executive Session. The motion **PASSED** unanimously.

Kevin Ubelhart **MOVED**, and Karen MacDowell **SECONDED** to approve a partial waiver of fees with regards to Action Item 6.5 as discussed in Executive Session. The motion **PASSED** unanimously.

Kevin Ubelhart **MOVED**, and Karen MacDowell **SECONDED** to deny a waiver of fees with regards to Action Item 6.6 as discussed in Executive Session. The motion **PASSED** unanimously.

Open Session Items

Kevin Ubelhart **MOVED**, and Karen MacDowell **SECONDED** to approve the financial management contract as presented. The motion **PASSED** unanimously.

MANAGEMENT/DEPARTMENT REPORT

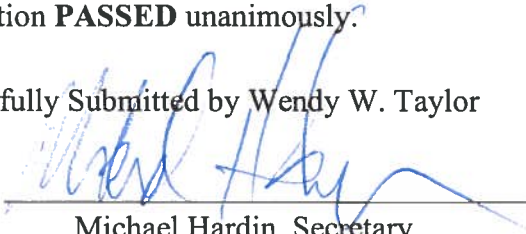
Ms. Taylor provided and reviewed with the Board, her written Management and Department Reports.

ADJOURN

Pat Himes **MOVED**, and Karen MacDowell **SECONDED** to adjourn at 7:36 pm.
The motion **PASSED** unanimously.

Respectfully Submitted by Wendy W. Taylor

Signed: _____



Michael Hardin, Secretary

Date Approved: _____

