

**MINUTES OF THE BOARD OF DIRECTORS MEETING
SOUTH RIDING PROPRIETARY
November 7, 2019 6:30 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
Michael Hardin, Secretary
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

OTHERS PRESENT:

Various Residents

ABSENT:

Steve Larkin, Director

Note: unanimous votes exclude absent Board members

CALL TO ORDER

Mr. Smith called the meeting to order at 6:30 pm.

EXECUTIVE SESSION

Michael Hardin **MOVED**, and Karen MacDowell **SECONDED** to adjourn Open Session and convene into Executive Session at 6:31 pm to discuss owner obligation, covenants matter, contracts, and matters related to attorney/client privilege and personnel.

The motion **PASSED** unanimously.

Michael Hardin **MOVED**, and Karen MacDowell **SECONDED** to adjourn Executive Session and convene into Open Session at 6:57 pm.

The motion **PASSED** unanimously.

OPEN SESSION

MATTERS FOR BOARD DECISION

Meeting Minutes

Karen MacDowell **MOVED**, and Michael Hardin **SECONDED** to approve the minutes from the October 3, 2019 meeting as presented. The motion PASSED 5-0-2.

Executive Session Items

Karen MacDowell **MOVED**, and Michael Hardin **SECONDED** to approve a partial waiver of fees with stipulations with regards to Action Item 6.1 as discussed in Executive Session. The motion PASSED unanimously.

Open Session Items

Karen MacDowell **MOVED**, and Michael Hardin **SECONDED** to approve the signing of the Land Development Application for Zoning Exception for the Arnold Property as discussed. 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 7:34 pm. The motion **PASSED** unanimously.

Respectfully Submitted by Wendy W. Taylor

Signed:  Date Approved: 12-5-19
Michael Hardin, Secretary
