

MINUTES OF THE BOARD OF DIRECTORS MEETING
SOUTH RIDING PROPRIETARY
June 4, 2020 6:00 pm

A meeting of the South Riding Proprietary Board of Directors was convened via video conference on this day.

ATTENDEES:

Gary Smith, President
Karen MacDowell, Vice President
Kevin Ubelhart, Treasurer
Michael Hardin, Secretary
Kip Lowe, Director
Pat Himes, Director (present for Executive Session only)
Steve Pasquale, Director

MANAGEMENT PRESENT:

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

OTHERS PRESENT:

None

ABSENT:

Note: unanimous votes exclude absent Board members

CALL TO ORDER

Mr. Smith called the meeting to order at 6:01 pm.

EXECUTIVE SESSION

Michael Hardin **MOVED**, and Karen MacDowell **SECONDED** to adjourn Open Session and convene into Executive Session at 6:02 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 7:21 pm.

The motion **PASSED** unanimously.

OPEN SESSION

Mr. Himes left the meeting at 6:59pm.

MATTERS FOR BOARD DECISION

Election of Officers:

President: Ms. MacDowell

Gary Smith **nominated**, and Kip Lowe **SECONDED** to appoint Ms. MacDowell as President.

The motion PASSED unanimously.

Vice President: Mr. Hardin

Gary Smith **nominated**, and Kip Lowe **SECONDED** to appoint Mr. Hardin as Vice President.

The motion PASSED unanimously.

Treasurer: Mr. Ubelhart

Gary Smith **nominated**, and Michael Hardin **SECONDED** to appoint Mr. Ubelhart as Treasurer.

The motion PASSED unanimously.

Secretary: Mr. Pasquale

Gary Smith **nominated**, and Michal Hardin **SECONDED** to appoint Mr. Pasquale as Secretary.

The motion PASSED unanimously.

Appointment of Committee Board Liaisons – Mr. Smith moved that the following members of the Board of Directors be assigned as the liaison to the following committees:

Budget & Finance: Mr. Ubelhart

Community Standards: Mr. Pasquale

Elections: Mr. Smith

Neighborhood Watch: Mr. Himes

Recreation & Grounds: Mr. Lowe

Website & Technology: Mr. Hardin

Personnel: Ms. MacDowell, Mr. Hardin & Mr. Ubelhart

Communications: Ms. MacDowell, Mr. Hardin & Mr. Smith

Meeting Minutes

Michael Hardin **MOVED**, and Karen MacDowell **SECONDED** to approve the minutes from the May 7, 2020 meeting as presented. The motion PASSED unanimously.

Executive Session Items

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

Kevin Ubelhart **MOVED**, Michael Hardin **SECONDED** to approve a partial waiver of fees with regards to Action Item 6.2 as discussed in Executive Session. The motion PASSED unanimously.

Open Session Items

Kevin Ubelhart **MOVED**, and Karen MacDowell **SECONDED** to approve the lake fountain bid as presented. The motion **PASSED** unanimously.

Kevin Ubelhart **MOVED**, and Karen MacDowell **SECONDED** to bind the insurance renewal except for the umbrella policy as discussed in executive session. The motion **PASSED** unanimously.

Steve Pasquale **MOVED**, and Michael Hardin **SECONDED** to appoint Justin King to the Community Standards Committee for a one-year term. The motion **PASSED** unanimously.

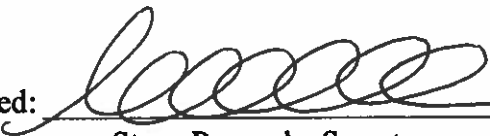
MANAGEMENT/DEPARTMENT REPORT

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

ADJOURN

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

Respectfully Submitted by Wendy W. Taylor

Signed:  Date Approved: 6/6/20
Steve Pasquale, Secretary