

**MINUTES OF THE BOARD OF DIRECTORS MEETING
SOUTH RIDING PROPRIETARY
September 3, 2020 6:00 pm**

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

ATTENDEES:

Karen MacDowell, President
Michael Hardin, Vice President
Kevin Ubelhart, Treasurer
Steve Pasquale, Secretary
Gary Smith, Director
Pat Himes, 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:

Kip Lowe, Director

Note: unanimous votes exclude absent Board members

CALL TO ORDER

Ms. MacDowell called the meeting to order at 6:00 pm.

EXECUTIVE SESSION

Michael Hardin **MOVED**, and Gary Smith **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 Gary Smith **SECONDED** to adjourn Executive Session and convene into Open Session at 6:58pm.

The motion **PASSED** unanimously.

OPEN SESSION

MATTERS FOR BOARD DECISION

Meeting Minutes

Steve Pasquale **MOVED**, and Pat Himes **SECONDED** to approve the minutes from the August 6, 2020 meeting as presented. The motion **PASSED** unanimously.

Executive Session Items

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

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

Open Session Items

Gary Smith **MOVED**, and Pat Himes **SECONDED** to appoint John Winkert to the Recreation & Grounds Committee for a one-year term. The motion **PASSED** unanimously.

Kevin Ubelhart **MOVED**, and Gary Smith **SECONDED** to approve the binding of insurance policy as discussed in executive session. The motion **PASSED** unanimously.

MANAGEMENT/DEPARTMENT REPORT

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

ADJOURN

Michael Hardin **MOVED**, and Gary Smith **SECONDED** to adjourn at 7:15pm. The motion **PASSED** unanimously.

Respectfully Submitted by Wendy W. Taylor

Signed:  Date Approved: 9/5/2020
Steve Pasquale, Secretary