

**MINUTES OF THE BOARD OF DIRECTORS MEETING
SOUTH RIDING PROPRIETARY
November 5, 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
Kip Lowe, Director

MANAGEMENT PRESENT:

Wendy Taylor, PCAM, LSM, General Manager
Christine Bean, Director of Administration

OTHERS PRESENT:

Various Residents

ABSENT:

Note: unanimous votes exclude absent Board members

CALL TO ORDER

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

EXECUTIVE SESSION

Kip Lowe **MOVED**, and Pat Himes **SECONDED** to adjourn Open Session and convene into Executive Session at 6:01 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 Kevin Ubelhart **SECONDED** to adjourn Executive Session and convene into Open Session at 6:51 pm.

The motion **PASSED** unanimously.

OPEN SESSION

MATTERS FOR BOARD DECISION

Meeting Minutes

Steve Pasquale **MOVED**, and Michael Hardin **SECONDED** to approve the minutes from the October 1, 2020 meeting as presented. The motion **PASSED** unanimously.

Executive Session Items

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

Kevin Ubelhart **MOVED**, and Michael Hardin **SECONDED** to approve a write off of pre-foreclosure debt with regards to Action Item 6.2 as discussed in Executive Session. The motion **PASSED** unanimously.

Kevin Ubelhart **MOVED**, and Michael Hardin **SECONDED** to approve a settlement request with regards to Action Item 6.3 as discussed in Executive Session. The motion **PASSED** unanimously.

Kevin Ubelhart **MOVED**, and Michael Hardin **SECONDED** to deny a waiver of fees with regards to Action Item 6.4 as discussed in Executive Session. The motion **PASSED** unanimously.

Kevin Ubelhart **MOVED**, and Michael Hardin **SECONDED** to authorize collection counsel to file a complaint for a judicial lien foreclosure to enforce the existing memorandum of lien for account #19313 as recommended to the board by collection counsel with regards to Action Item 6.5 as discussed in Executive Session. The motion **PASSED** unanimously.

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

Open Session Items

Kevin Ubelhart **MOVED**, and Michael Hardin **SECONDED** to adopt Policy Resolution #2020-4 and the accompanying Licensing Agreement for parking for Center Street residents within Section 1B2. The motion **PASSED** unanimously.

Kip Lowe **MOVED**, and Michael Hardin **SECONDED** to appoint Shiva Ramadoss to the Recreation & Grounds Committee for a one-year term. The motion **PASSED** unanimously.

Kevin Ubelhart **MOVED**, and Michael Hardin **SECONDED** to support exploration of stormwater retrofit projects with Loudoun County as discussed. The motion **PASSED** unanimously.


MANAGEMENT/DEPARTMENT REPORT

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

ADJOURN

Kevin Ubelhart **MOVED**, and Steve Pasquale **SECONDED** to adjourn at 7:43 pm. The motion **PASSED** unanimously.

Respectfully Submitted by Wendy W. Taylor

Signed:  Date Approved: 12/10/20
Steve Pasquale, Secretary