

**MINUTES OF THE BOARD OF DIRECTORS MEETING
SOUTH RIDING PROPRIETARY
November 4, 2021 7:00 pm**

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

ATTENDEES:

Karen MacDowell, President
Steve Pasquale, Vice President
Kevin Ubelhart, Treasurer
Pat Himes, Secretary
Gary Smith, Director
Francois Desamours, Director

MANAGEMENT PRESENT:

Wendy Taylor, PCAM, LSM, General Manager
Kristi Felouzis, Assistant General Manager
Laydy Reyes, Administrative Manager

OTHERS PRESENT:

Toll Brothers
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

Gary Smith **MOVED**, and Steve Pasquale **SECONDED** to adjourn Open Session and convene into Executive Session at 6:01 pm to discuss owner obligation, covenants matters, contracts, and matters related to attorney/client privilege and personnel.

The motion **PASSED** unanimously.

Gary Smith **MOVED**, and Steve Pasquale **SECONDED** to adjourn Executive Session and convene into Open Session at 6:58 pm. The motion **PASSED** unanimously.

OPEN SESSION

MATTERS FOR BOARD DECISION

South Riding Proprietary
Board of Directors
November 4, 2021 Meeting

Meeting Minutes

Pat Himes **MOVED**, and Steve Pasquale **SECONDED** to approve the minutes from the October 7, 2021, meeting as presented. The motion **PASSED** unanimously.

Executive Session Items

Kevin Ubelhart **MOVED**, and Pat Himes **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 stipulations with regards to Action Item 6.2 as discussed in Executive Session. The motion **PASSED** unanimously.

Open Session Items

Francois Desamours **MOVED**, and Pat Himes **SECONDED** to accept the recommendation of the Community Standards Committee and reappoint Renee Jaffe to the committee for a one-year term. The motion **PASSED** unanimously.

Steve Pasquale **MOVED**, and Pat Himes **SECONDED** to approve the revised Diversity Engagement Council Charter as presented. The motion **PASSED** unanimously.

MANAGEMENT/DEPARTMENT REPORT

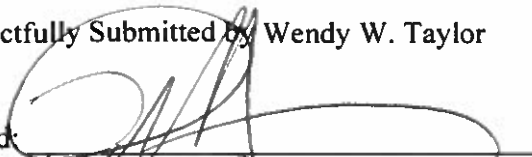
Ms. Taylor provided and reviewed with the Board, her written Management and Department Reports.

ADJOURN

Pat Himes **MOVED**, and Gary Smith **SECONDED** to adjourn at 7:50 pm. The motion **PASSED** unanimously.

Respectfully Submitted by Wendy W. Taylor

Signed:



Pat Himes, Secretary

Date Approved: 01 Dec 2021