

**MINUTES OF THE BOARD OF DIRECTORS MEETING
SOUTH RIDING PROPRIETARY
May 12, 2022 7:00 pm**

A meeting of the South Riding Proprietary Board of Directors was convened at South Riding Center, 42420 Unicorn Center.

ATTENDEES:

Karen MacDowell, President
Steve Pasquale, Vice President
Gary Smith, Director
Kip Lowe, Director

MANAGEMENT PRESENT:

Wendy Taylor, PCAM, LSM, Chief Operating Officer
Kristi Felouzis, General Manager
Christine Bean, Director of Administration

OTHERS PRESENT:

None

ABSENT:

Kevin Ubelhart, Treasurer
Francois Desamours, Director
Pat Himes, Secretary
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 Kip Lowe **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 Kip Lowe **SECONDED** to adjourn Executive Session and convene into Open Session at 6:49 pm. The motion **PASSED** unanimously.

OPEN SESSION

MATTERS FOR BOARD DECISION

Meeting Minutes

Steve Pasquale **MOVED**, and Gary Smith **SECONDED** to approve the minutes from the May 12, 2022, meeting as presented. The motion unanimously.

Executive Session Items

Karen MacDowell **MOVED**, and Steve Pasquale **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

Steve Pasquale **MOVED**, and Kip Lowe **SECONDED** to appoint Chris Jackson Coates as Chair and Cameron Smith as Vice Chair as presented. The motion **PASSED** 3-0-1

Karen MacDowell **MOVED**, and Steve Pasquale **SECONDED** to approve the 2021 Audit as discussed. The motion **PASSED** unanimously.

MANAGEMENT/DEPARTMENT REPORT

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

ADJOURN

Steve Pasquale **MOVED**, and Gary Smith **SECONDED** to adjourn at 7:34 pm. The motion **PASSED** unanimously.

Respectfully Submitted by Kristi Felouzis, General Manager

Signed:  Date Approved: 6-2-2022
Secretary