

**MINUTES OF THE BOARD OF DIRECTORS MEETING  
SOUTH RIDING PROPRIETARY  
September 1, 2022 7:00 pm**

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

**ATTENDEES:**

Steve Pasquale, President  
Karen MacDowell, Secretary  
Kevin Ubelhart, Treasurer  
Gary Smith, Director  
Kip Lowe, Director

**MANAGEMENT PRESENT:**

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

**OTHERS PRESENT:**

Resident

**ABSENT:**

Michael Hardin, Vice President  
Francois Desamours, Director  
Note: unanimous votes exclude absent Board members

**CALL TO ORDER**

Mr. Pasquale called the meeting to order at 6:30 pm.

**EXECUTIVE SESSION**

Karen MacDowell **MOVED** Gary Smith **SECONDED** to adjourn Open Session and convene into Executive Session at 6:31 pm to discuss owner obligation, covenants matters, contracts, and matters related to attorney/client privilege and personnel. The motion **PASSED** unanimously.

Karen MacDowell **MOVED**, and Gary Smith **SECONDED** to adjourn Executive Session and convene into Open Session at 6:56 pm. The motion **PASSED** unanimously.

**OPEN SESSION**

**MATTERS FOR BOARD DECISION**

**Meeting Minutes**

Karen MacDowell **MOVED**, and Gary Smith **SECONDED** to approve the minutes from the August 4, 2022, 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.

**Open Session Items**

Kevin Ubelhart **MOVED**, and Karen MacDowell **SECONDED** to accept the recommendation Budget & Finance Committee and approve the 2023 Budget as presented. The motion **PASSED** unanimously.

Gary Smith **MOVED**, and Karen MacDowell **SECONDED** to accept the recommendation of the Website and Technology Committee and approve the amended committee charter as presented. The motion **PASSED** unanimously.

Kevin Ubelhart **MOVED**, and Gary Smith **SECONDED** to accept the recommendation of the Recreation & Grounds and Budget & Finance Committees and approved the pickleball contract as presented. The motion **PASSED** unanimously.

**MANAGEMENT/DEPARTMENT REPORT**

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

**ADJOURN**

Kip Lowe **MOVED**, and Karen MacDowell **SECONDED** to adjourn at 7:57 pm. The motion **PASSED** unanimously.

Respectfully Submitted by Kristi Felouzis, General Manager

Signed:  Date Approved: 10-6-2022  
Karen MacDowell, Secretary