

**MINUTES OF THE BOARD OF DIRECTORS MEETING
SOUTH RIDING PROPRIETARY
October 6, 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
Michael Hardin, Vice President
Karen MacDowell, Secretary
Kevin Ubelhart, Treasurer
Gary Smith, Director
Kip Lowe, Director
Francois Desamours, Director

MANAGEMENT PRESENT:

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

OTHERS PRESENT:

Resident

ABSENT:

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 6:34 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 Michael Hardin **SECONDED** to adjourn Executive Session and convene into Open Session at 6:59 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 September 1, 2022, meeting as presented. The motion 6-0-1.

Executive Session Items

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

Open Session Items

Michael Hardin **MOVED**, and Karen MacDowell **SECONDED** to accept the recommendation of the Community Standards Committee to accept updates to the Design and Maintenance Standards as presented and further move to present the updates for homeowner feedback. 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 8:11 pm. The motion **PASSED** unanimously.

Respectfully Submitted by Kristi Felouzis, General Manager

Signed:  Date Approved: 11-3-2022
Karen MacDowell, Secretary