

**MINUTES OF THE BOARD OF DIRECTORS MEETING
SOUTH RIDING PROPRIETARY
December 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
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:

Defender East Presenters

ABSENT:

Note: unanimous votes exclude absent Board members

CALL TO ORDER

Mr. Pasquale called the meeting to order at 6:14pm.

EXECUTIVE SESSION

Karen MacDowell **MOVED** Michael Hardin **SECONDED** to adjourn Open Session and convene into Executive Session at 6:14 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 6:55 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 November 3, 2022, meeting as presented. The motion **PASSED** unanimously.

Executive Session Items

Kevin Ubelhart **MOVED**, and Karen MacDowell **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 Karen MacDowell **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.

Kevin Ubelhart **MOVED**, and Karen MacDowell **SECONDED** to approve a waiver of fees with stipulations with regards to Action Item 6.3 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 and reappoint Curtis Smith, Justin King, and Patrick Reidy to the committee for a one-year term. 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

Michael Hardin **MOVED**, and Karen MacDowell **SECONDED** to adjourn at 8:03 pm. The motion **PASSED** unanimously.

Respectfully Submitted by Kristi Felouzis, General Manager

Signed:  Date Approved: 1/12/2023
Karen MacDowell, Secretary