

**MINUTES OF THE BOARD OF DIRECTORS MEETING
SOUTH RIDING PROPRIETARY
February 2, 2023 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
Kip Lowe, Director
Francois Desamours, Director

MANAGEMENT PRESENT:

Kristi Felouzis, General Manager
Christine Bean, Director of Administration

OTHERS PRESENT:

Jose Gonzalez, Community Standards Manager

ABSENT:

Michael Hardin, Vice President
Gary Smith, Director
Note: unanimous votes exclude absent Board members

CALL TO ORDER

Mr. Pasquale called the meeting to order at 6:03pm.

EXECUTIVE SESSION

Kip Lowe **MOVED** Kevin Ubelhart **SECONDED** to adjourn Open Session and convene into Executive Session at 6:03 pm to discuss owner obligation, covenants matters, contracts, and matters related to attorney/client privilege and personnel. The motion **PASSED** unanimously.

Kip Lowe **MOVED**, and Karen MacDowell **SECONDED** to adjourn Executive Session and convene into Open Session at 7:00pm. The motion **PASSED** unanimously.

OPEN SESSION

MATTERS FOR BOARD DECISION

Meeting Minutes

Karen MacDowell **MOVED**, and Francois Desamours **SECONDED** to approve the minutes from the January 12, 2023, meeting as presented. The motion **PASSED** unanimously.

Executive Session Items

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

Karen MacDowell **MOVED**, and Francois Desamours **SECONDED** to accept the recommendation of the Neighborhood Watch Committee and appoint Chris Jackson-Coates as the Chairperson and Cameron Smith as Vice Chair. The motion **PASSED** unanimously.

Francois Desamours **MOVED**, and Karen MacDowell **SECONDED** to accept the recommendation of the Community Standards Committee to adopt the changes to the Design and Maintenance Standards as presented at the October 6, 2022 meeting. The adoption date shall be February 2, 2023 with an effective date of March 20, 2023. The motion **PASSED** unanimously.

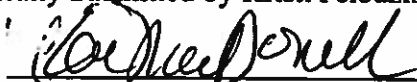
MANAGEMENT/DEPARTMENT REPORT

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

ADJOURN

Karen MacDowell **MOVED**, and Kip Lowe **SECONDED** to adjourn at 7:43pm. The motion **PASSED** unanimously.

Respectfully Submitted by Kristi Felouzis, General Manager

Signed:  Date Approved: 3-2-2023
Karen MacDowell, Secretary