

**MINUTES OF THE BOARD OF DIRECTORS MEETING  
SOUTH RIDING PROPRIETARY  
March 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  
Michael Hardin, Vice 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:**

None

**ABSENT:**

Gary Smith, Director  
Note: unanimous votes exclude absent Board members

**CALL TO ORDER**

Mr. Pasquale called the meeting to order at 6:01pm.

**EXECUTIVE SESSION**

Karen MacDowell **MOVED** Kevin Ubelhart **SECONDED** to adjourn Open Session and convene into Executive Session at 6:02 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 6:58pm. The motion **PASSED** unanimously.

**OPEN SESSION**

**MATTERS FOR BOARD DECISION**

**Meeting Minutes**

Karen MacDowell **MOVED**, and Kip Lowe **SECONDED** to approve the minutes from the February 2, 2023, meeting as presented. The motion **PASSED** 6-0-1.

South Riding Proprietary  
Board of Directors  
March 2, 2023 Meeting

**Executive Session Items**

Kevin Ubelhart **MOVED**, and Michael Hardin **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 Michael Hardin **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.

**Open Session Items**

Francois Desamours **MOVED**, and Karen MacDowell **SECONDED** to approve the 2023 Tennis Lessons Schedule with James Grein as presented. The motion **PASSED** unanimously.

Francois Desamours **MOVED**, and Karen MacDowell **SECONDED** to approve the 2023 Tennis League Schedule as presented. The motion **PASSED** unanimously.

Francois Desamours **MOVED**, and Karen MacDowell **SECONDED** to approve the 2023 Pool Schedule as presented. The motion **PASSED** unanimously.

Francois Desamours **MOVED**, and Kevin Ubelhart **SECONDED** to approve the cost increase to the 2023 Pool Management Contract as presented. The motion **PASSED** unanimously.

Francois Desamours **MOVED**, and Karen MacDowell **SECONDED** to approve the Hyland Hills Park Garden request for SR resident as presented. The motion **PASSED** unanimously.

Francois Desamours **MOVED**, and Karen MacDowell **SECONDED** to approve the updated pool rules including the spa rule changes as amended. The motion **PASSED** unanimously.

Karen MacDowell **MOVED**, and Kip Lowe **SECONDED** to accept the recommendation of the Website & Technology Committee and appoint Ella Sultani to the committee. 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 7:50pm. The motion **PASSED** unanimously.

Respectfully Submitted by Kristi Felouzis, General Manager

Signed:   
Karen MacDowell, Secretary

Date Approved: 4-6-2023