

**MINUTES OF THE BOARD OF DIRECTORS MEETING
SOUTH RIDING PROPRIETARY
June 1, 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
Kevin Ubelhart, Treasurer
Francois Desamours, Secretary
Mark Pontello, Director
Michael Beardslee, Director
Marilyn Gardner, Director

MANAGEMENT PRESENT:

Kristi Felouzis, General Manager
Christine Bean, Director of Administration

OTHERS PRESENT:

Ron Unger, Kocman Insurance Presentation
Resident

ABSENT:

Note: unanimous votes exclude absent Board members

CALL TO ORDER

Mr. Pasquale called the meeting to order at 6:00pm.

EXECUTIVE SESSION

Francois Desamours **MOVED** Michael Hardin **SECONDED** to adjourn Open Session and convene into Executive Session at 6:04 pm to discuss owner obligation, covenant matters, contracts, and matters related to attorney/client privilege and personnel. The motion **PASSED** unanimously.

Mark Pontello **MOVED**, and Michael Hardin **SECONDED** to adjourn Executive Session and convene into Open Session at 7:00pm. The motion **PASSED** unanimously.

OPEN SESSION

MATTERS FOR BOARD DECISION

Election of Officers:

President: Mr. Pasquale
Michael Hardin **nominated** and Mark Pontello **SECONDED** to appoint Mr. Pasquale as President.
The motion **PASSED** unanimously.

South Riding Proprietary
Board of Directors
June 1, 2023 Meeting

Vice President: Mr. Hardin
Steve Pasquale **nominated** and Mark Pontello **SECONDED** to appoint Mr. Hardin as Vice President. The motion **PASSED** unanimously.

Treasurer: Mr. Ubelhart
Michael Hardin **nominated** and Mark Pontello **SECONDED** to appoint Mr. Ubelhart as Treasurer. The motion **PASSED** unanimously.

Secretary: Mr. Desamours
Michael Hardin **nominated** and Mark Pontello **SECONDED** to appoint Mr. Desamours as Secretary. The motion **PASSED** unanimously.

Appointment of Committee Board Liaisons – Mr. Hardin moved that the following members of the Board of Directors be assigned as the liaison to the following committees:

Budget & Finance:	Mr. Ubelhart
Community Standards:	Ms. Gardner
Elections:	Mr. Beardslee
Neighborhood Watch:	Mr. Desamours
Recreation & Grounds:	Mr. Pontello
Website & Technology:	Mr. Hardin
Diversity Engagement Council:	Mr. Desamours

Meeting Minutes

Francois Desamours **MOVED**, and Kevin Ubelhart **SECONDED** to approve the minutes from the May 4, 2023, meeting as presented. The motion **PASSED** 3-0-4. Mr. Hardin abstained as he was not present for the May meeting. Mr. Pontello, Mr. Beardslee and Ms. Gardner abstained as they were not Board members in May.

Executive Session Items

Kevin Ubelhart **MOVED**, and Michael Hardin **SECONDED** to approve a partial waiver of fees with stipulation 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 partial waiver of fees with stipulation with regards to Action Item 6.2 as discussed in Executive Session. The motion **PASSED** unanimously.

Kevin Ubelhart **MOVED**, and Michael Hardin **SECONDED** to approve a partial waiver of fees with stipulation with regards to Action Item 6.3 as discussed in Executive Session. The motion **PASSED** unanimously.

Kevin Ubelhart **MOVED**, and Michael Hardin **SECONDED** to approve a partial waiver of fees with stipulation with regards to Action Item 6.4 as discussed in Executive Session. The motion **PASSED** unanimously.

Kevin Ubelhart **MOVED**, and Michael Hardin **SECONDED** to deny the request with regards to Action Item 6.5 as discussed in Executive Session. The motion **PASSED** unanimously.

Kevin Ubelhart **MOVED**, and Michael Hardin **SECONDED** to approve the write off request with regards to Action Item 6.6 as discussed in Executive Session. The motion **PASSED** unanimously.

Open Session Items

Michael Hardin **MOVED**, and Mark Pontello **SECONDED** to accept the recommendation of the Website & Technology Committee and appoint Drew Ellis as Chair and Somair Feroz as Vice Chair to the committee. The motion **PASSED** unanimously.

Mark Pontello **MOVED**, and Michael Hardin **SECONDED** to accept the recommendation of the Recreation & Grounds Committee and appoint Ken Walsh as Vice Chair to the committee. The motion **PASSED** unanimously.

Mark Pontello **MOVED**, and Michael Hardin **SECONDED** to accept the recommendation of the Recreation & Grounds Committee and appoint Ruth Owens to the committee. The motion **PASSED** unanimously.

MANAGEMENT/DEPARTMENT REPORT

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

EXECUTIVE SESSION

Mark Pontello **MOVED** Michael Hardin **SECONDED** to adjourn Open Session and reconvene into Executive Session at 7:41 pm to discuss owner obligation, covenant matters, contracts, and matters related to attorney/client privilege and personnel. The motion **PASSED** unanimously.

Mark Pontello **MOVED**, and Michael Hardin **SECONDED** to adjourn Executive Session and convene into Open Session at 8:00pm. The motion **PASSED** unanimously.

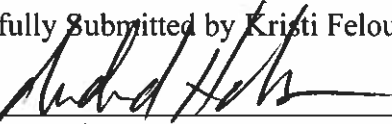
Kevin Ubelhart **MOVED**, and Michael Hardin **SECONDED** to bind insurance coverage as discussed in Executive Session. The motion **PASSED** unanimously.

Kevin Ubelhart **MOVED**, and Michael Hardin **SECONDED** to accept the recommendation of the Recreation & Grounds and Budget & Finance Committees and approve the Elk Lick Park Phase 2 Asphalt Contract as discussed in Executive Session. The motion **PASSED** unanimously.

ADJOURN

Mark Pontello **MOVED**, and Michael Hardin **SECONDED** to adjourn at 8:07pm. The motion **PASSED** unanimously.

Respectfully Submitted by Kristi Felouzis, General Manager

Signed:  Date Approved: 06 JUL 23
~~Francois Desamours, Secretary~~
Michael Hardin, Vice President