

**MINUTES OF THE BOARD OF DIRECTORS MEETING  
SOUTH RIDING PROPRIETARY  
December 7, 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  
Michael Beardslee, Director  
Marilyn Gardner, Director

**MANAGEMENT PRESENT:**

Kristi Felouzis, General Manager  
Christine Bean, Director of Administration

**OTHERS PRESENT:**

Various Residents  
Stephen & Lee from Defender East Development

**ABSENT:**

Mark Pontello, Director

Note: unanimous votes exclude absent Board members

**CALL TO ORDER**

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

**EXECUTIVE SESSION**

Michael Hardin **MOVED** Francois Desamours **SECONDED** to adjourn Open Session and convene into Executive Session at 6:01 pm to discuss owner obligation, covenant matters, contracts, and matters related to attorney/client privilege and personnel. The motion **PASSED** unanimously.

Francois Desamours **MOVED**, and Michael Hardin **SECONDED** to adjourn Executive Session and convene into Open Session at 6:59pm. The motion **PASSED** unanimously.

**OPEN SESSION**

**MATTERS FOR BOARD DECISION**

**Meeting Minutes**

Kevin Ubelhart **MOVED**, and Kevin Michael Hardin **SECONDED** to approve the minutes from the November 2, 2023, meeting as presented. The motion **PASSED** 3-0-3.

**Executive Session Items**

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

**Open Session Items**

Francois Desamours **MOVED**, and Michael Hardin **SECONDED** to accept the revised Regulatory Resolution 2001-2 as presented. The motion **PASSED** unanimously.

Marilyn Gardner **MOVED**, and Francois Desamours **SECONDED** to accept the recommendation of the Community Standards Committee and reappoint Curtis Smith and Patrick Reedy to the committee for a one-year term. The motion **PASSED** unanimously.

Michael Beardslee **MOVED**, and Michael Hardin **SECONDED** to accept staff's recommendation to request speed limit signs from VDOT for Rachel Hill Drive. The motion **PASSED** unanimously.

**MANAGEMENT/DEPARTMENT REPORT**

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

**ADJOURN**

Michael Hardin **MOVED**, and Kevin Ubelhart **SECONDED** to adjourn at 7:52pm. The motion **PASSED** unanimously.

Respectfully Submitted by Kristi Felouzis, General Manager

Signed: 

Date Approved: 