

**MINUTES OF THE BOARD OF DIRECTORS MEETING
SOUTH RIDING PROPRIETARY
December 4, 2024 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
Marilyn Gardner, Secretary
Michael Beardslee, Director
Mark Pontello, Director
DJ Nelli, Director

MANAGEMENT PRESENT:

Kristi Felouzis, General Manager
Christine Bean, Director of Administration

OTHERS PRESENT:

None

ABSENT:

Note: unanimous votes exclude absent Board members

CALL TO ORDER

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

EXECUTIVE SESSION

Mark Pontello **MOVED** and Michael Beardslee **SECONDED** to adjourn Open Session and convene into Executive Session at 6:01 pm to discuss owner obligations, 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 6:47pm. The motion PASSED unanimously.

OPEN SESSION

MATTERS FOR BOARD DECISION

Meeting Minutes

Marilyn Gardner **MOVED**, and Mark Pontello **SECONDED** to approve the minutes from the November 6, 2024, meeting as presented. The motion **PASSED** 6-0-1.

Executive Session Items

Kevin Ubelhart **MOVED**, and Mark Pontello **SECONDED** to approve a partial waiver of fees with regards to Action Item 2.1 as discussed in Executive Session. The motion **PASSED** unanimously.

Kevin Ubelhart **MOVED**, and Mark Pontello **SECONDED** to approve a partial waiver of fees with regards to Action Item 2.2 as discussed in Executive Session. The motion **PASSED** unanimously.

Open Session Items

NONE


MANAGEMENT/DEPARTMENT REPORT

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

ADJOURN

Mark Pontello **MOVED**, and Michael Hardin **SECONDED** to adjourn at 7:06pm. The motion **PASSED** unanimously.

Respectfully Submitted by Kristi Felouzis, General Manager

Signed:  Date Approved: 1-8-2025