

**MINUTES OF THE BOARD OF DIRECTORS MEETING
SOUTH RIDING PROPRIETARY
June 3, 2026 7:00 pm**

A meeting of the South Riding Proprietary Board of Directors was convened at South Riding Center, 42420 Unicorn Drive.

ATTENDEES:

Michael Hardin, President
Marilyn Gardner, Vice President
Kevin Ubelhart, Treasurer
Michael Beardslee, Secretary
Steve Pasquale, Director
DJ Nelli, Director
Karen MacDowell, Director

MANAGEMENT PRESENT:

Kristi Felouzis, General Manager
Susan Walters, Assistant General Manager
Christine Bean, Director of Administration

OTHERS PRESENT:

Ron Unger, Kocman Insurance
One Resident

ABSENT:

Note: unanimous votes exclude absent Board members

CALL TO ORDER

Ms. Gardner called the meeting to order at 6:00pm.

EXECUTIVE SESSION

Steve Pasquale **MOVED** and Karen MacDowell **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.

Michael Beardslee **MOVED**, and Steve Pasquale **SECONDED** to adjourn Executive Session

South Riding Proprietary
Board of Directors
June 3, 2026 Meeting

and convene into Open Session at 6:57pm. The motion **PASSED** unanimously.

OPEN SESSION

MATTERS FOR BOARD DECISION

Meeting Minutes

Michael Beardslee **MOVED**, and Marilyn Gardner **SECONDED** to approve the minutes from the May 6, 2026, meeting as presented. The motion **PASSED 6-0-1**.

Executive Session Items

None

Open Session Items

Election of Officers:

President:

The Board considered nominations for the office of President. Mr. Hardin and Ms. Gardner were nominated. Following the vote, Ms. Gardner was elected President by a vote of 5-2-0.

Vice President:

Steve Pasquale **NOMINATED** and Marilyn Gardner **SECONDED** to appoint Mr. Beardslee as Vice President. The motion PASSED unanimously.

Treasurer:

Michael Hardin **NOMINATED** and Steve Pasquale **SECONDED** to appoint Mr. Ubelhart as Treasurer. The motion PASSED unanimously.

Secretary:

Marilyn Gardner **NOMINATED** and Kevin Ubelhart **SECONDED** to appoint Mr. Nelli as Secretary. The motion PASSED unanimously.

Appointment of Committee Board Liaisons – Mr. Hardin **MOVED** and Steve Pasquale **SECONDED** that the following members of the Board of Directors be assigned as the liaison to the following committees:

Budget & Finance:	Mr. Ubelhart & DJ Nelli
Community Standards:	Mr. Beardslee

Elections:	Ms. MacDowell
Neighborhood Watch:	Mr. Hardin
Parks & Recreation:	Mr. Pasquale
Communications:	Mr. Beardslee and Ms. Gardner
Personnel:	Mr. Beardslee, Mr. Ubelhart and Ms. Gardner

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

Michael Beardslee **MOVED**, and Karen MacDowell **SECONDED** to accept the Community Standards Committee recommendations and reappoint Ruth Owens to the committee for a one-year term. The motion **PASSED** unanimously.

Michael Beardslee **MOVED**, and Steve Pasquale **SECONDED** to accept the recommendation of the Budget & Finance Committee to approve the capital expenditure of \$33,000 and the operating expenditure of up to \$42,000 for the new Winter Festival events in Action Item 4.1 in Executive Session. The motion **PASSED** unanimously.

Michael Beardslee **MOVED**, and Marilyn Gardner **SECONDED** to approve the Contracts Consent Agenda for Janitorial Services, Lakeside Fountain and Pond 6 Trail as presented. The motion **PASSED** unanimously.

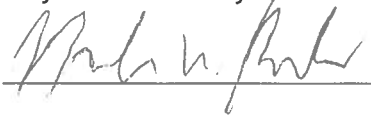
MANAGEMENT/DEPARTMENT REPORT

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

ADJOURN

DJ Nelli **MOVED**, and Karen MacDowell **SECONDED** to adjourn at 7:30pm. The motion **PASSED** unanimously.

Respectfully Submitted by Kristi Felouzis, General Manager

Signed:  Date Approved: 7/8/26