

**MINUTES OF THE BOARD OF DIRECTORS MEETING
SOUTH RIDING PROPRIETARY
July 8, 2026 7:00 pm**

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

ATTENDEES:

Marilyn Gardner, President
Michael Beardslee, Vice President
Kevin Ubelhart, Treasurer
Steve Pasquale, Director
Michael Hardin, Director

MANAGEMENT PRESENT:

Kristi Felouzis, General Manager
Christine Bean, Director of Administration

OTHERS PRESENT:

Various Residents

ABSENT:

DJ Nelli, Secretary
Karen MacDowell, Director
Susan Walters, Assistant General Manager
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 Michael Beardslee **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 and convene into Open Session at 6:53pm. The motion **PASSED** unanimously.

South Riding Proprietary
Board of Directors
July 8, 2026 Meeting

OPEN SESSION

MATTERS FOR BOARD DECISION

Meeting Minutes

Michael Beardslee **MOVED**, and Steve Pasquale **SECONDED** to approve the minutes from the June 3, 2026, meeting as presented. The motion **PASSED** unanimously.

Executive Session Items

Kevin Ubelhart **MOVED**, and Steve Pasquale **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 Steve Pasquale **SECONDED** to approve a partial waiver of fees with regards to Action Item 2.2 as discussed in executive session. The motion **PASSED** unanimously.

Kevin Ubelhart **MOVED**, and Steve Pasquale **SECONDED** to approve a partial waiver of fees with regards to Action Item 2.3 as discussed in executive session. The motion **PASSED** unanimously.

Kevin Ubelhart **MOVED**, and Steve Pasquale **SECONDED** to approve a partial waiver of fees with regards to Action Item 2.4 as discussed in executive session. The motion **PASSED** unanimously.

Open Session Items

Kevin Ubelhart **MOVED**, and Michael Beardslee **SECONDED** to accept the Budget & Finance Committee recommendations and approve the 2025 audit as presented. The motion **PASSED** unanimously.

Kevin Ubelhart **MOVED**, and Steve Pasquale **SECONDED** to accept the Budget & Finance Committee recommendations and approved the reserve expenditure of \$62,000 for the remaining 4 HVAC units at South Riding Center as discussed in Executive Session. The motion **PASSED** unanimously.

MANAGEMENT/DEPARTMENT REPORT

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

ADJOURN

Michael Beardslee **MOVED**, and Michael Hardin **SECONDED** to adjourn at 7:32pm. The motion **PASSED** unanimously.

Respectfully Submitted by Kristi Felouzis, General Manager

Signed:  Date Approved: 08/05/26