MINUTES OF THE BOARD OF DIRECTORS' MEETING
SOUTH RIDING PROPRIETARY
September 2, 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
DJ Nelli, Secretary
Steve Pasquale, Director
Karen MacDowell, Director

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

OTHERS PRESENT:
Several residents

ABSENT:
Michael Hardin, Director
Note: unanimous votes exclude absent Board members

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

EXECUTIVE SESSION
Karen MacDowell **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.

Karen MacDowell **MOVED,** and Kevin Ubelhart **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

DJ Nelli **MOVED**, and Karen MacDowell **SECONDED** to approve the minutes from the August 5, 2026, meeting as presented. The motion **PASSED** unanimously.

Executive Session Items

Kevin Ubelhart **MOVED**, and Michael Beardslee **SECONDED** to approve a waiver of fees with regards to Action Item 2.1 as discussed in executive session. The motion **PASSED** unanimously.

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

Open Session Items

Michael Beardslee **MOVED**, and Kevin Ubelhart **SECONDED** to approve the Contracts Consent Agenda 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

Karen MacDowell **MOVED**, and Michael Beardslee **SECONDED** to adjourn at 7:36pm. The motion **PASSED** unanimously.

Respectfully Submitted by Kristi Felouzis, General Manager

Signed: _____ Date Approved: 10/07/2026