

**MINUTES OF THE BOARD OF DIRECTORS MEETING  
SOUTH RIDING PROPRIETARY  
August 7, 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  
Michael Beardslee, Director  
Mark Pontello, Director  
DJ Nelli, Director

**MANAGEMENT PRESENT:**

Kristi Felouzis, General Manager  
Christine Bean, Director of Administration

**OTHERS PRESENT:**

Various Residents

**ABSENT:**

Marilyn Gardner, Secretary  
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 Hardin **SECONDED** to adjourn Open Session and convene into Executive Session at 6:02 pm to discuss owner obligations, covenant matters, contracts, and matters related to attorney/client privilege and personnel. The motion PASSED unanimously.

Michael Hardin **MOVED**, and Mark Pontello **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**

Michael Hardin **MOVED**, and Mark Pontello **SECONDED** to approve the minutes from the July 10, 2024, 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 6.1 as discussed in Executive Session. The motion **PASSED** unanimously.

Kevin Ubelhart **MOVED**, and Michael Hardin **SECONDED** to approve a partial waiver of fees with regards to Action Item 6.2 as discussed in Executive Session. The motion **PASSED** unanimously.

Kevin Ubelhart **MOVED**, and Michael Hardin **SECONDED** to approve a partial waiver of fees with regards to Action Item 6.3 as discussed in Executive Session. The motion **PASSED** unanimously.

Kevin Ubelhart **MOVED**, and Michael Hardin **SECONDED** to approve a payment plan as presented with regards to Action Item 6.4 as discussed in Executive Session. The motion **PASSED** unanimously.

### **Open Session Items**

Kevin Ubelhart **MOVED**, and Michael Hardin **SECONDED** to approve the 2023 Audit as discussed in Executive Session. The motion **PASSED** unanimously.

Kevin Ubelhart **MOVED**, and Michael Hardin **SECONDED** to approve the 2023 Tax Return 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**

Mark Pontello **MOVED**, and Marilyn Gardner **SECONDED** to adjourn at 7:12pm. The motion PASSED unanimously.

Respectfully Submitted by Kristi Felouzis, General Manager

Signed: Marilyn Gardner Date Approved: 8-4-24