

**MINUTES OF THE BOARD OF DIRECTORS MEETING
SOUTH RIDING PROPRIETARY
October 2, 2024 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, 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:

Adnan Jumani

ABSENT:

Steve Pasquale, President

Note: unanimous votes exclude absent Board members

CALL TO ORDER

Mr. Hardin called the meeting to order at 6:30pm.

EXECUTIVE SESSION

Mark Pontello **MOVED** and Marilyn Gardner **SECONDED** to adjourn Open Session and convene into Executive Session at 6:31 pm to discuss owner obligations, covenant matters, contracts, and matters related to attorney/client privilege and personnel. The motion PASSED unanimously.

Kevin Ubelhart **MOVED**, and Mark Pontello **SECONDED** to adjourn Executive Session and convene into Open Session at 7:00pm. 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 September 4, 2024, meeting as presented. The motion **PASSED** 5-0-1.

Executive Session Items

Kevin Ubelhart **MOVED**, and DJ Nelli **SECONDED** to approve a partial waiver of fees with regards to Action Item 6.1 as discussed in Executive Session. The motion **PASSED** unanimously.

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

Open Session Items

Mark Pontello **MOVED**, and Michael Beardslee **SECONDED** to accept the recommendation of the Budget & Finance Committee approve the 2025-2027 Grounds, Irrigation, Porter and Snow Contracts with Buxus Landscape Solutions as discussed in Executive Session. The motion **PASSED** unanimously.

Kevin Ubelhart **MOVED**, and Mark Pontello **SECONDED** to accept the recommendation of the Budget & Finance Committee approve the additional capital expense for boring, not to exceed, \$17,000 as discussed in Executive Session. The motion **PASSED** unanimously.

Marilyn Gardner **MOVED**, and Michael Beardslee **SECONDED** to accept \$270.12 for 2025 as the per unit builder contribution for the multi-family residential development as discussed. 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 Marilyn Gardner **SECONDED** to adjourn at 7:54pm. The motion PASSED unanimously.

Respectfully Submitted by Kristi Felouzis, General Manager

Signed: Marilyn Gardner Date Approved: 6 - Nov. 24