

Minutes for Executive Meeting January 25th, 2024

The General Meeting of Property Owners of Shenandoah Farms, Inc. was held on Thursday, January 25th, 2024, at 7:00 pm in the Shenandoah Farms' Community Center. Chairman Tracie Lane and Vice Chairman Doris Harrington in attendance. The meeting was called to order at 7:01pm and the code of conduct was read by Laura Simpson.

Board Members present were as follows: Brenda Brown, Doris Harrington, Roger Roberts, James Longworth, Stephanie Shaefer, Ralph Rinaldi, Rex Christensen, James Riggs, Laura Simpson, Patrick Skelley, Tracie Lane, and Paul DiFranco.

Board Members excused: Kathleen George and Kathleen Mancini

Board members unexcused: n/a

Seating of Alternates: n/a

Review of Agenda for Approval: Laura Simpson made motion to approve agenda, Rex Christensen seconded, all in favor, motion discussed then passed unanimously.

Review of Minutes: Jack Longworth made a motion to approve the minutes from General Meeting 01/13/24 Rex Christensen 2nd, all in favor, motion discussed then passed unanimously.

Property Owners concerns:

Treasurer's Report: Paul DiFranco

1. Review of reports attached to Agenda.
2. Profit & loss statement for review.
3. Update on Venmo, PayPal & Amazon accounts
4. 1099 status completed.

Finance Committee: Paul DiFranco, Chairman

1. Paul DiFranco will investigate Venmo and PayPal further to see if POSF can receive electronic payments.
2. 1099 reports completed and mailed.

Public Relations Committee: Jack Longworth, Chairman

1. Rex Christensen made a motion to activate google suites hosting website until General Meeting on February 10th, 2024, Paul DiFranco 2nd, 12 yeah, 1 nay.

Nominating Committee: Doris Harrington, Chairman

- No Report

Common Properties: Patrick Skelley, Chairman

Road Committee: Ralph Rinaldi, Chairman

1. Ralph Reported what he has no update on Old Oak.
2. Ralph Rinaldi also reported on work session present were Rex Christensen & Roger Roberts, starting rough draft of path forward for Sanitary District management. Meeting every Wednesday at 7pm.

Sanitary District Manager Report: No update

WC Board of Supervisors, John Stanmeyer, SF Representative: Mr. Stanmeyer reported he would be attending at least quarterly POSF meetings.

Planning Committee: Brenda Brown, Chairman

1. Tabled to February 10th 2024 meeting.

Recreation Committee: Stephanie Shaffer, Chairman

1. Jack Longworth made a motion; to approve Stephanie Shaefer flyer, Brenda brown 2nd, all in favor, motion adopted after debate, Tracey Lane will post flyer on website.
2. Tentative 2024 events,
 - a. March 9th, 2024- History Day & Silent Auction
 - b. Aug. 24th, 2024- River Clean Up & Community Day
 - c. June 1st, 2024- Yard Sale
 - d. June 29th-30th- Music, wine tasting
 - e. Stephanie working on flyers for River clean up, Kathleen working on flyer and donations for a silent auction.

HOC/Tech Committee: James Riggs, Chairman

WC3A: Tracie Lane

1. Tracie reported next WC3A meeting, January 26th, 2024 @ 6pm at Apple House
2. WC3A update

Unfinished Business:

New Business:

1. POSF Management Plan
 - a. Review of past draft plan
 - b. Board member input on goals to be added to outline.

Doris Harrington made a motion to adjourn at 9:15pm, seconded by Brenda Brown, Unanimous.

Signature _____

Tasks Captured:

1. Brenda Brown to make website visible on a search with any search.
2. Tracey Lane will post Stephanie's flyer to the website.
3. Ralph, Rex & Roger will adjust/draft goals for management.
4. Tracey to train Lisa & Jack on website updates.
5. Tracey will teach Lisa website updates after the meeting tonight.
6. Brenda Brown will give office instructions and policy & procedures on HubSpot mass emails.
7. Tracey will post Stephanie's flyer on website.