

Minutes for Executive Meeting May 23rd, 2024

The General Meeting of Property Owners of Shenandoah Farms, Inc. was held on Thursday, May 23rd, 2024, at 7:00 pm in the Shenandoah Farms' Community Center. Secretary Laura Simpson and Chairman Doris Harrington in attendance. The meeting was called to order at 7:00pm and the code of conduct was waived by Doris Harrington.

Board Members present were as follows: Doris Harrington, Ralph Rinaldi, Patrick Skelley, Rex Christensen, Kathleen Mancini, Paul DiFranco, Roger Roberts and Laura Simpson.

Late members: Stephanie Shaefer

Board Members excused: Kathleen George and Matt Devine.

Board members unexcused:

Seating of Alternates: n/a

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

Review of Minutes: Roger Roberts made a motion to approve the minutes from General Meeting 05/11/24 Rex Christiansen 2nd, all in favor, motion discussed then passed unanimously.

Property Owners concerns:

Treasurer's Report: Paul DiFranco

Finance Committee: Paul DiFranco, Chairman

1. Review of reports attached to Agenda.
2. Profit & loss statement for review.

Tasks Captured and results:

1. Stephanie Shafer and Patrick Skelley are investigating project on Farms River Road rec lot, obtain contractor estimates as well-05/11/2024
2. Tasks assigned to each Board member to generate an article or topic for newsletter by executive meeting on 06/23/2024.
3. Paul DiFranco to get printing quotes for newsletter from SU, 05/23/2024
4. Policy & Procedures on website updates will be established-Roger Roberts-05/23/24.
5. Office working on instructions and policy & procedures on HubSpot mass emails-05/23/2024.

Tasks report completed:

1. Stephanie to schedule a meeting with the common properties committee to discuss options at Farms River Rec lot-05/23/2024

Public Relations Committee: , Chairman

1. POSF WEBSITE-work in progress
2. Newsletter update, Laura Simpson & Kathleen Mancini will assist with draft, deadline is General Meeting on July 13th, completed and ready for printer.
3. Hubspot update, Office established a new passcode, working towards mass email updates to community members. Lisa & Doris only keepers of password

Nominating Committee: Doris Harrington, Chairman

1. Ballot for newsletter due June 23rd, 2024
2. Ralph Rinaldi nominated Rex Christensen to be Vice Chairman of POSF, Inc, Paul DiFranco 2nd, all in favor, motion adopted after debate.

Common Properties: Patrick Skelley, Chairman

1. Doris made a motion for BR Church requesting use of amphitheater to host a movie night for community and to use the popcorn machine outside at movie night, Rex Christiansen 2nd, all in favor, motion adopted after debate.
2. Stephanie Shafer made a motion to advertise for BR Church movie night, Kathleen Mancini, Rex made a motion to amend the motion to post flyer on POSF website, Kathleen Mancini 2nd, all in favor, motion adopted after debate.
3. Short Term Rentals community passes discussion on tenants. To be discussed at a later date.

Road Committee: Ralph Rinaldi, Chairman

1. Update Old Oak project.
2. Updates on POSF status report
3. POSF work sessions began January 24th and are being held every Wednesday evening at 7pm to work towards policies, procedures, and dynamics of the possible management of the district. No meetings were held in May.

Sanitary District Manager Report: Currently vacant, No update

WC Board of Supervisors, John Stanmeyer, SF Representative:

Planning Committee: Rex Christensen, Chairman

1. Rex is drafting an idea of a trail system thru common properties.
2. Planning is focused on fund raising, starting with earning funds from activities for the Board Approval-table to next general meeting.
3. Stephanie requests a planning/recreation meeting and Kathleen Mancini will assist.

Recreation Committee: Stephanie Shafer, Chairman

1. Tentative 2024 events,
 - a. June 30th, 2024- Yard sale, music, community day
 - b. Aug. 24th, 2024- River Clean Up & Community Day
 - c. Stephanie working on flyers for River clean up, Kathleen working on flyer and donations for a silent auction. Stephanie and Kathleen to meet with River Keepers in virtual planning meeting on June 7th, 2024. Details provided at General Meeting.
 - d. June 2025- community day, wine tasting, music
2. Rex Christensen made a motion to allow chair and office staff to post on website & Facebook per office staff discretion, Paul DiFranco 2nd, all in favor, motion adopted after debate. Roger Roberts abstained.

WC3A: Kathleen Mancini to represent POSF Inc. Rex Christensen alternate for those meetings.

Unfinished Business:

New Business:

1. Kathleen Mancini has a neighbor who would assist with the website, invite him to a general meeting.
2. Patrick to update the marquee Board for Stephanie.
3. Paul suggested changing locks on the POSF building. Rex volunteered. Rex to investigate prices.

Stephanie Shafer made a motion to adjourn at 9:30pm, seconded by Rex Christiansen , Unanimous.

Signature _____