

Minutes for General Meeting May 11th, 2024

The General Meeting of Property Owners of Shenandoah Farms, Inc. was held on Saturday, May 11th, 2024, at 9:00 am in the Shenandoah Farms' Community Center. Secretary Laura Simpson and Secretary Laura Simpson were in attendance. The meeting was called to order at 9:00am and the code of conduct was read by Laura Simpson.

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

Late members:

Board Members excused: Kathleen George, Matt Devine, Doris Harrington, and Brenda Brown,

Board members unexcused:

Seating of Alternates: n/a

Board members late arrival: Kathleen Mancini

Review of Agenda for Approval: Jack Longworth made motion to approve agenda, Paul DiFranco seconded, all in favor, motion discussed then passed unanimously.

Review of Minutes: Rex Christiansen made a motion to approve the minutes from Executive Meeting 04/10/24 Jack Longworth 2nd, all in favor, motion discussed then passed unanimously.

Property Owners concerns:

Tasks Captured and results:

1. Stephanie Schafer 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 05/23/2024-05/11/2024
3. Policy & Procedures on website updates will be established-tabled due to absence-01/13/24.
4. Brenda Brown will give office instructions and policy & procedures on HubSpot mass emails-2/10/24- Tracey/Office to reach out to Brenda for credentials to move forward-05/11/2024
5. Planning meeting to be scheduled-Brenda Brown-04/25/2024-tabled due to absence. BOD requested a fill in for Brenda Brown due to several consecutive absences, Rex Christiansen stepped up. Ralph Rinaldi made a motion for Rex Christiansen to fill Planning Chairman position, Stephanie Shafer 2nd, all in favor, motion adopted after debate.

Tasks report completed:

1. Stephanie to schedule a meeting with the common properties committee to discuss options at Farms River Rec lot-04/25/2024- completed.
2. Policy & procedure drafted BOD regarding Short term rental common property permits, Rex & Kathleen- 04/25/24- Insurance makes this impossible,
3. Office manager to contact Insurance company to discuss short term rental access to common areas.
4. Tracey to obtain written invoice from Computer Tech that has invoice submitted for payment-04/25/2024- completed 05/11/2024.
5. Patrick to update POSF Board-04/25/2024-completed.
6. Tracey will remove the 2nd website to avoid confusion. -04/25/2024, completed 05/11/2024.

Property Owners Concerns:

1. Resident inquiring about the status of security on common properties, Tracie responded with discussions to be held later in meeting if resident would like to stay to hear reports.
2. Resident inquiring about the little grouping of outside furniture firepit etc, on abandoned property on Reynolds Drive. BOD gave her the info to inform her it is not "squatters" it is property owners set up privately by property owner.

Treasurer's Report: Paul DiFranco

Finance Committee: Paul DiFranco, Chairman

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

Public Relations Committee: Jack Longworth, Chairman

1. POSF WEBSITE
2. Newsletter update, committee and chairman discussing draft of newsletter, articles, and topics due from every board member by 05/23/2024 executive meeting.
3. Tracie Lane/Office to reach out to Brenda for HubSpot credentials by executive meeting.
4. Advertisement in newsletter with business cards discussion.

Nominating Committee: Doris Harrington, Chairman

Common Properties: Patrick Skelley, Chairman

1. Jack Longworth made a motion to accept donation of baby grand piano, Paul DiFranco 2nd, -tabled until estimates are gathered.
2. Discussion of STR issuing passes to common properties.
3. STR property owner will donate a new picnic table for Spring Lake and/or Lake of Clouds if necessary. Inquiring about the status of tables that were at Lakes. Stephanie Schafer made a motion to accept an offer from resident donating a picnic table to Spring Lake, Patrick Skelley 2nd, 1- abstention, majority in favor motion adopted after debate.
4. Ralph Rinaldi made a motion to give Pastor James Riggs the key to the building, Laura Simpson 2nd, all in favor, motion adopted after debate.
5. Security discussions regarding common properties.

Road Committee: Ralph Rinaldi, Chairman

1. Ralph Rinaldi to contact Mike Berry for a status email report on Old Oak as well as Howellsville projects.
2. Updates on POSF work session/management status report-tabled month of May no meetings.
3. POSF work sessions began January 24th and are being held every Wednesday evening at 7pm to work towards coming to terms with as well as obtain a better working relationship with WCSFSD and WCBOS, all SFSD policies, procedures, and dynamics of the district-tabled month of May no meetings.

Sanitary District Manager Report: No update

1. Michael Coffelt resigned effective May 17th, 2024.

WC Board of Supervisors, John Stanmeyer, SF Representative:

Planning Committee: Rex Christiansen, Chairman

1. Planning is focused on fund raising, starting with earning funds from activities for the Board Approval-table to next general meeting.
2. Update on policies & procedures on land leases and Brenda to report her investigations of possibility of entering any type of lease legal on common property- table till next general meeting.

Recreation Committee: Stephanie Shafer, Chairman

1. Meeting virtually held with Shenandoah River keepers; Minutes submitted.
2. Tentative 2024 events,
 - a. June 30th, 2024- Yard Sale, music & educational tables.
 - b. August 2025- Music, wine tasting
 - c. Aug. 24th, 2024- River Clean Up & Community Day
 - d. Stephanie working on flyers for River clean up, Kathleen working on flyer and donations for a silent auction.
3. June 7, 2024 - 10:30 A.M. Next virtual Planning Meeting of River Keepers.

WC3A: Tracie Lane

1. WC3A update-tabled

Unfinished Business:

New Business:

1. Towing contract-Tracie. Ralph Rinaldi made a motion to install signs on common properties that state if you are towed, please call Warren County Sheriff Office non-emergency number, Paul DiFranco 2nd, all in favor, 1 abstention, majority in favor, motion adopted after debate.
2. Board update-Tracie read letter of resignation from Brenda Brown. Roger Roberts stated the letter is false and accusative, full of untruths and decisions.
3. Resident bakery sale canopy twice a month-Lisa, Rex Christiansen made a motion to accept resident proposal on pop up bakery tent once a month, Paul DiFranco 2nd, all in favor motion adopted after debate.
4. Tracie Lane resigned her position on POSF BOD effective immediately after this meeting.

Closed Session:

1. Ralph Rinaldi made a motion to go into closed session, all in favor, made a motion in this open public meeting of the POSF Inc Board of Directors, to go into a closed meeting pursuant to Virginia Code, Section 2.2-3711. The board desires to discuss the following matters in a closed meeting: Section 2.2-3711 A7- consultation with legal counsel and briefings by staff members or consultants pertaining to actual or probable litigation, review, and discussion of legal issues as well as personnel discussions. Rex Christiansen 2nd, enter closed session.

Kathleen Mancini- Yeah

Tracie Lane- Yeah

Laura Simpson- Yeah

Paul DiFranco- Yeah

Roger Roberts- Yeah

Patrick Skelley- Yeah

Rex Christiansen- Yeah

All in favor, now entering closed session.

2. According to the votes recorded by the secretary does hereby certifies that to the best of each member's knowledge, only public legal business matters and personal lawfully exempted from open meeting requirements under FIOA were discussed in this closed session to which this certifies applies, Motion to reconvene to public meeting made by Ralph Rinaldi, Rex Christensen 2nd, roll call vote:

Kathleen Mancini- Yeah

Laura Simpson- Yeah

Paul DiFranco- Yeah

Roger Roberts- Yeah

Patrick Skelley- Yeah

Rex Christiansen-Yeah

All in favor, now returning to regular session. Reconvene to open meeting.

Roger Roberts made a motion to adjourn at 12:11pm, seconded by Rex Christiansen, Unanimous.

Signature_____