

Minutes for Annual Meeting September 14th, 2024

A call for ballots from the floor was made by Doris Harrington at 8:57am.

The Annual Meeting of Property Owners of Shenandoah Farms, Inc. was held on Saturday September 14th, 2024, at 9:00am in the Shenandoah Farms' Community Center. Chairman Doris Harrington and Vice Chair Rex Christiansen were in attendance. The meeting was called to order at 9am and the code of conduct was read by Rex Christiansen.

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

Board members late arrival:

Board Members excused- Paul DiFranco

Board members unexcused:

Seating of Alternates: n/a

Review of Agenda for Approval: Ralph Rinaldi made motion to approve agenda, Roger Roberts 2nd, all in favor, motion discussed then passed unanimously.

Review of Minutes: Rex Christensen made a motion to approve the minutes from Executive Meeting 08/22/24 Roger Roberts 2nd, all in favor, motion discussed then passed unanimously.

Property Owners Concerns:

1. Cody Pettitt submitted a plan for BOD to discuss Farmers market, BOD will discuss and report back at Executive meeting.

Treasurer's Report: Paul DiFranco excused

Finance Committee: Paul DiFranco, Chairman

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

Public Relations Committee: Chairman

1. Website policies updated and distributed, vote at executive meeting.
2. Need chairman

Nominating Committee: Doris Harrington, Chairman

1. Counting of ballots
2. Election results:
 - a. Reelected to BOD: Paul DiFranco, Ralph Rinaldi, Kathleen Mancini, Patrick Skelley, Roger Roberts, write in of Sara Roop to be investigated.
 - b. Ralph Rinaldi made a motion to elect Doris Harrington as POSF Chairman, Rex Christensen 2nd, all in favor, motion adopted. Doris accepted position.
 - c. Ralph Rinaldi made a motion to elect Rex Christensen as POSF Vice Chairman, Roger Roberts 2nd, Majority in favor, 1 abstention, motion adopted. Rex accepted position.
 - d. Ralph Rinaldi made a motion to elect Roger Roberts as POSF Secretary, Kathleen Mancini 2nd, all in favor, motion adopted. Roger accepted the position.
 - e. Ralph Rinaldi made a motion to elect Paul DiFranco as POSF Treasurer, Kathleen Mancini 2nd, all in favor, motion adopted. Paul to be contacted to see if he accepts the position.
3. Ralph Rinaldi made a motion for volunteer Joshua to submit a short paragraph to himself to join BOD. Also attend 3 meetings in a row, Roger Roberts 2nd, all in favor, motion adopted after debate.
4. Ralph Rinaldi made a motion to reinstate the 3-meeting attendance policy before anyone joins the BOD, Roger Roberts 2nd, BOD deferred vote until upcoming executive meeting, more discussion is required.

Common Properties: Patrick Skelley, Chairman

1. Picnic table repairs- Patrick
2. Deck needs repaired at Lake of Clouds, Patrick contacted Mike Berry to discuss, TBD
3. Resident requesting 2 swings -baby seats added to Treasure Island, Patrick to install from shed

4. Rex to investigate the fence recently installed encroaching on Treasure Island, Rex will report findings to BOD.

Road Committee: Ralph Rinaldi, Chairman

1. Update Old Oak project.
2. Updates on POSF work session/management status report. - update by Rex Christensen
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. No sessions have been held in August.

WC Board of Supervisors, John Stanmeyer, SF Representative:

Sanitary District Manager Report:

Planning Committee: Rex Christiansen, Chairman

Recreation Committee: Stephanie Shaefer, Chairman

1. Signs all picked up
2. Upcoming Recreation Meetings
3. Rex obtained 6 new volunteers for committee
4. Stephanie Shafer made a motion to host another River clean up day on September 28th 2024, Rex Christensen 2nd, all in favor, motion adopted after debate.

WC3A: Kathleen Mancini/Rex Christensen (sub), Chairman

Unfinished Business:

New Business:

Tasks Captured and results:

1. Doris, Lisa & Rex to draft a letter to Warren County regarding Advisory Board status- 09/14/2024
2. Joshua to submit a letter for a seat on BOD- 09/14/2024
3. Rex is investigating new fence encroaching on Treasure Island. -09/14/2024
4. Paul DiFranco and Lisa Blansett will both obtain estimates on annual audit- 07/25/2024
5. Stephanie Shafer and Patrick Skelley are investigating a project on Farms River Road rec lot, obtain contractor estimates as well-05/11/2024 still underway in discussions and meetings.
6. Policy & Procedures on website updates will be established-Roger Roberts-05/23/24. Roger presented his draft outline on rough draft which will be distributed to all Board members for comments and review- 06/08/2024.
7. Office working on instructions and policy & procedures on HubSpot mass emails-05/23/2024. Office is currently reviewing procedures & tutorials to make mass emails possible. A link will also be sent out with HubSpot tutorials per Kathleen Mancini request to Board members. - 06/05/2024
8. All Board members must ensure ads & pictures on website-06/08/2024

Tasks report completed:

1. Signs to be ordered to display towing enforced. Ralph will draft signs and submit draft to Board for approval 06/08/2024

Adjourn: Roger Roberts made a motion to adjourn at 10:51am, seconded by Stephanie Shafer, Unanimous.

Signature _____