

Minutes for General Meeting December 14th, 2024

The General Meeting of Property Owners of Shenandoah Farms, Inc. was held on Saturday December 14th, 2024, at 9:00am in the Shenandoah Farms' Community Center. Chairman Doris Harrington was in attendance. The meeting was called to order at 9:04am and the code of conduct was waived by Doris Harrington.

Board Members present were as follows: Rex Christensen, Stephanie Shaefer, Paul DiFranco, and Doris Harrington.

Board members late arrival:

Board Members excused- Ralph Rinaldi, Roger Roberts, Joshua Weber and Patrick Skelley

Board members unexcused:

Seating of Alternates: n/a

Review of Agenda for Approval: Stephanie Shaefer made motion to approve agenda, Rex Christensen 2nd, all in favor, motion discussed then passed unanimously.

Review of Minutes: Rex Christensen made a motion to approve the minutes from Executive Meeting November 21st, 2024, Paul DiFranco 2nd, all in favor, motion 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.
3. Paul DiFranco made a motion to complete an annual audit by outside certified accountant for up to \$1400 fee for 2024 annual year, Rex Christiansen 2nd, all in favor, motion adopted after debate.
4. The best rate on CD is to remain at United Bank, 1 withdraw without penalty as safety net.

Public Relations Committee: Chairman

Nominating Committee: Chairman

Common Properties: Patrick Skelley, Chairman

1. STR conditional use permits approval of POSF BOD requested. Doris will sign and send opinion letters to the WC Planning Department.
2. Resident requesting 2 swings -baby seats added to Treasure Island, Patrick to install from shed- tabled until executive meeting
3. Update on Farms River Rec lot- tabled until executive meeting

Road Committee: Ralph Rinaldi, Chairman

1. Update Old Oak project.
2. Updates on POSF work session/management status report. - update by Rex Christensen

WC Board of Supervisors, John Stanmeyer, SF Representative:

1. Working on a policy & procedure report

Sanitary District Manager Report:

1. Read by Rex Christensen, copy attached to minutes.

Sanitary District Advisory Board Reports:

1. Ralph Rinaldi to act as a representative of POSF to submit input on POSF Capital Improvement Plan updates for the SFSDAB to present to Warren County.
2. Ralph Rinaldi in charge of collecting questions for Shenandoah Farms survey on Warren County website to submit to Warren County.

Planning Committee: Rex Christiansen, Chairman

1. WC requesting budget info to have in hand for budget review process.
2. WC submitted a budget to POSF Inc for SFSD accounting from 2022, 2023 & partial 2024.
3. SFSDAB is working on a Mission statement to represent the distinction between Boards and County.

Recreation Committee: Stephanie Shaefer, Chairman

1. Upcoming Recreation Meetings
2. Christmas event today, update on agenda from Stephanie.
3. Farmers Market update
4. Parent and Children Potluck and Meet up-tabled
5. Sample on Newsletter from resident
6. Rex will investigate electronic sign estimates for POSF Inc.

WC3A: Rex Christensen, Chairman

Unfinished Business:

New Business:

Tasks Captured and results:

1. 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.
2. Policy & Procedures on website updates will be established-Roger Roberts-05/23/24. Rex to send updates from BOD review.
3. Office working on instructions and policy & procedures on mass emails-05/23/2024.
4. Mass email created and now being utilized by POSF Office. Seems to be getting good responses to date.
5. All Board members must ensure ads & pictures on website-06/08/2024
6. Assemble survey questions
7. POSF recommendation for SFSDAB update- 12/14/2024
8. Audit underway, office will schedule appointment with accountant- 12/14/2024
9. Full copy of books for Accountant- 12/14/2024
10. Rex to investigate outdoor electronic signs- 12/14/2024

Tasks report completed:

Adjourn: Rex Christensen made a motion to adjourn at 10:20am, seconded by Paul DiFranco, Unanimous.

Signature _____