

Executive Meeting Minutes

November 20th, 2025.

1. Call to Order

The meeting was called to order at 7:00 PM by the Chairman Doris Harrington.

2. Code of Conduct

The Code of Conduct was waived.

3. Roll Call

Present: Ralph Rinaldi, Doris Harrington, Stephanie Shaefer, Jessica Payne, Roland Hook, Paul DiFranco, Rex Christensen, Patrick Skelley.

Excused: David Fidei, Matt Baron, Roger Roberts.

Absent: n/a

4. Seating of Alternates

n/a

5. Approval of Agenda

Motion by Rex Christensen, seconded by Paul DiFranco.

Vote: All in Favor. Motion Carried.

6. Approval of Minutes (November 8th, 2025, General Board Meeting)

Motion by Rex Christensen, seconded by Stephanie Shaefer.

Vote: All in Favor. Motion Carried.

7. Property Owners Concerns:

8. Treasurer's Report & Finance Committee - Paul DiFranco, Chair

- Report presented. [Attached separately]
- Budget reviewed (Attached).
- Receivables versus reimbursement to avoid misclassification. Paul DiFranco and accountant to discuss and advise back to Board of Directors.
- Paul DiFranco to consult accountant about having 2 checking accounts – if not necessary, cancel one, going forward 2026.
- Request accountant year end Profit and Loss sheet.

Motion by Ralph Rinaldi to approve Treasures' and Finance Report, seconded by Rex Christensen.

Vote: All in Favor. Motion Carried.

9. Public Relations Committee – Jessica Payne, Chair

- Food pantry is being refurbished and will be completed in the coming weeks.
- Giving Tree – Stationed at the POSF office for volunteers/property owners to come and add a tag with a desired gift, adding details for delivery. Volunteers that would like to gift those wishes from the tree pick a tag and bring the gift to the office unwrapped for delivery before Christmas day by the Volunteers of Public Relations and Recreation team. Public relations are advertising to Property Owners via FB page and events.
- Bowman Family requested to rent room for their annual Christmas Charity event on November 29th due to fire that happened previous week in the barn they had planned for the event.

Motion made by Roland Hook to approve the rental as a \$1 fee in solidarity with their cause and unexpected circumstances. Seconded by Ralph Rinaldi.

Vote: All in Favor. Motion Carried.

10. Nominating Committee – Doris Harrington, Chairman

11. Common Properties Committee – Matt Baron, Chair

1. Office window POSF building – to be installed this week by Patrick Skelley.
2. Siding of POSF building – Professional quotes to be requested; Matt Baron to provide cost comparison for 2026. Building trim painted with a cost not to exceed \$1500.
3. River View – gravel and speed limit signs – in progress.

12. Road Committee – Ralph Rinaldi, Chair

1. Youngs Drive – completed.
2. A list of streets designated for speed limit sign installation for Mountain View District is currently being prepared.
 - a. 57 Tulip Poplar Drive
 - b. 59 McDonalds Farm Road
 - c. 165 McDonalds Farm Road
 - d. 517 Joans Quadrangle

Rex Christensen reported that County Attorney informed with 25% voting of new development residents can join the SD. Then new development can participate in fees to use the use SD roads. Further agreement and discussion ongoing.

John Stanmeyer – WC Board of Supervisors – SF Representative

13. Planning Committee – Roland Hook – Chair

a. Planning BOD End of Year Potluck – December 4th evening. Guest list and Invitation to be sent out + list of foods to bring with signup sheet.

Dinner will be held at 6pm at POSF.

b. Invitation for Appreciation Luncheon for WC Crew. BOD to join for lunch.

Rex Christensen made a motion to approve \$500 spending in catering from Mission BBQ for the Luncheon event, seconded by Jessica Payne.

Doris Harrington to get refreshments.

Vote: All in favor, motion carried.

14. Recreation Committee – Stephanie Shaefer - Chair

Upcoming Events:

- December 1: Volunteers and Recreation Committee to Decorate POSF Hall for Bazaar event
- December 6 – Holiday Bazaar Market – Inside and Out at POSF from 9am-1pm.
- Caroling from 3-5pm with hot chocolate and cookies free
- Tree Lighting at 5:30pm – dedicated to Bowman Family.

New Business:

a. BOD Members to approve cash instead of visa gift card for previous Office Manager Lisa Blansett as end of year gift.

Motion made to approve by Ralph Rinaldi, seconded by Rex Christensen.

Vote: All in favor, motion carried.

- b. Agenda Item for Deputy Miceli to discuss during General upcoming meeting December 13th: Clarification of Laws Regarding the Discharge of Firearms in the SF.
Public Relations to advertise the event via FB page.

Unfinished Business:

- a. Updating contact information for all residents of SF with current email and phone number. Database to be further developed by Paul DiFranco.
- b. Review of Property Owners Packet – in progress.

Adjournment:

Motion to Adjourn by Rolando Hook, seconded by Stephanie Shaefer, all in favor, adjourned at 8:34pm.

Minutes submitted by: Josie Cooke
Office Manager
Date: November 21th, 2025.

Signature