

General Meeting Minutes

December 13th, 2025.

1. Call to Order

The meeting was called to order at 9:01 AM by the Chairman Doris Harrington.

2. Code of Conduct

The Code of Conduct was read out loud by Chairman Doris Harrington.

3. Roll Call

Present: Ralph Rinaldi, Doris Harrington, Jessica Payne, Roland Hook, Paul DiFranco, Rex Christensen, Patrick Skelley, David Fidei, Matt Baron.

Excused: Roger Roberts, Stephanie Shaefer.

Absent: n/a

4. Seating of Alternates

n/a

5. Approval of Agenda

Motion by Patrick Skelley, seconded by Paul DiFranco.

Vote: All in Favor. Motion Carried.

6. Approval of Minutes (November 20th, 2025, Executive Board Meeting)

Motion by Roland Hook, seconded by Patrick Skelley.

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.

Motion by Rex Christensen to close one of checking account not being used. Seconded by Paul DiFranco.

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.

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 and be done.
2. Lake of Clouds pump update – to be installed Spring 2026
2. Siding of POSF building and flooring– Professional quotes to be requested; Matt Baron to provide cost comparison for 2026 (3 quotes). Building trim painted with a cost not to exceed \$1500 (3 quotes). Replacing of sounds panels of rental hall after is painted.
3. River View – gravel and speed limit signs – in progress.

12. Road Committee – Ralph Rinaldi, Chair

1. 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

2. Developers using Sanitary District roads to access lots not in Sanitary District. Rex Christensen reported that Warren County is currently pursuing this matter. Further agreement and discussion ongoing.

John Stanmeyer – WC Board of Supervisors – SF Representative

13. Planning Committee – Roland Hook – Chair

a. BOD End of Year Potluck happened December 4th evening. Event went well with all BOD members present and had a joyful evening and celebration.

b. Luncheon for WC Crew. BODs joined and event went well with appreciation and gratitude to all members present.

14. Recreation Committee – Stephanie Shaefer - Chair

a. December 6 – Holiday Bazaar Market – Inside and Out at POSF from 9am-1pm. Event went well with good sales for all local vendors.

Rex Christensen suggested for 2026 that Recreation Committee look for ideas on how to increase participation of residents.

And share a list of planned events for 2026 to Board of Directors at beginning of year.

New Business:

1. Urban Archery Proposal request for approval.
 - a. BOD advised they abide by Warren County Laws and Regulations for the Archery Proposal and will support the County's decision.
 - b. For January the requester can bring a biologist to explain about the program and effects in the environment and present on the proposal how the event can help generate revenue back to POSF.

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 Rex Christensen, seconded by Paul DiFranco, all in favor, adjourned at 10:35am.

Minutes submitted by: Josie Cooke

Office Manager

Date: December 18th, 2025.

Signature