

Executive Meeting Minutes

February 26th, 2026.

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 by Chairman Doris Harrington.

3. Roll Call

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

Excused:, Patrick Skelley, 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 [February 14th, 2026 - General Meeting]

Motion by Rex Christensen, seconded by Stephanie Shaefer.

Vote: All in Favor. Motion Carried.

7. Property Owners Concerns:

N/A

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

- Balance Sheet: [Attached]
- Profit and Loss. [Attached].

Motion by Rex Christensen to approve Treasures' and Finance Report, seconded by David Fidei.

Vote: All in Favor. Motion Carried.

9. Public Relations Committee – Jessica Payne, Chair

a. Calendar of upcoming events for 2026 in progress including flyer showing 6 months planned events.

Rex Christensen made a motion that Jessica Payne creates a new POSF Organization Facebook page to promote events of POSF and advertise as needed to property owners.

David Fidei seconded the motion, All in favor. Motion carried.

10. Nominating Committee – Doris Harrington, Chairman

No report.

11. Common Properties Committee – Matt Baron, Chair

a. POSF Building Siding, painting and Flooring: Costs of advertising on newspaper are high and instead online advertisement will be published through POSF social media page.

b. Lockers on main office door and social hall door to be replaced. And new doorknob for Internal office.

12. Road Committee – Ralph Rinaldi, Chair

Venus Branch to be looked over by WC Crew and potholes to be filled.

John Stanmeyer – WC Board of Supervisors – SF Representative

No report.

13. Planning Committee – Roland Hook – Chair

Open mic event to be determined.

Community garden idea at Treasurer Island to be further developed.

14. Recreation Committee – Stephanie Shaefer – Chair

1. Community clean up. A Resident volunteered to do their street clean up as an idea to attract more residents to volunteer on cleaning their streets as well.

2. A Shenandoah River Clean Up in coordination with this year's Trash Free Shenandoah Campaign coming up during Earth Week which is April 18-25.

New Business:

1. Rex Christensen shared an estimate for updating Road + Drainage report and developing a trail network. Master plan has a cost approval for pre-study.

Rex Christensen made a motion to request approval of the Board for the cost coverage.

Votes in Favor: 3

Opposed: 4

Motion did not pass.

2. Bank Accounts:
 - a. A new bank account will be open for receiving of Clarke County Lot Fees payments only.
 - b. A new bank account will be open for receiving POSF Income of Decal, HOA packets and rental related only.
 - c. A debit card will be requested to allow office manager to place purchases for the office supplies, pay bills and common properties supplies as needed.

Rex Christensen made a motion to approve debit card request with a procedure to be created by Office Manager to allow proper control of purchases and limit amount for use of the debit card. Paul DiFranco seconded, All in favor, motion carried.

Unfinished Business:

- a. Updating contact information for all residents of SF with current email and phone number. Database to be further developed.
- b. Review of Property Owners Packet – *in final stages of updating packet.*
- c. Septic System to be pumped. Discuss date and approval next Executive meeting.

Adjournment:

Motion to Adjourn by Ralph Rinaldi, seconded by Paul DiFranco.

Vote: All in favor

The meeting was adjourned at 8:56PM.

Minutes submitted by:

Josie Cooke

Office Manager

Date: February 26th, 2026.

Signature