

Minutes of Meeting of Board of Directors  
of  
Deerfield Village Property Owner's Association

A meeting of the board of directors of Deerfield Village Property Owners' Association was held on August 5, 2008, at 61 Pathfinder Court, Deerfield Village, Shepherdstown. There were present the directors as follows: Jim Bauer, Steve Campbell, Debbie Crouse, Andrea Longnecker, Charlene, Tom Miller, Jimmy Williamson, Paul Wilmoth, and Pattie Wilmoth.

Prior to the meeting being called to order, Debbie passed around several property changes request. She was seeking approval and the necessary signatures on the five request forms. Different board members looked at different forms before they were returned to Debbie. The items were not brought under consideration during the regular meeting.

Debbie called the meeting to order. Pattie read the minutes for the July meeting. One sentence was corrected by Steve Campbell to read more smoothly. The minutes were approved. There were no reports from the Finance Committee, the Rules and Policy Committee or the Streets and Grounds Committee. During the Social Committee report, Andrea mentioned plans for a movie at the Campbell's side yard on September 12<sup>th</sup>, an Octoberfest on the 4<sup>th</sup> and a Halloween celebration on the 25<sup>th</sup> of October. More details will be available on the website as the events approach.

During the officers' report, Debbie stated that she, along with treasurer Jimmy and secretary Pattie, made trips to both United Bank and Shepherdstown's post office. They established the association's new P. O. box and mailing address, along with new signatures for the accounts.

Jimmy presented the financial report (attached) which states that we had \$104.41 in the regular account and \$7,718.57 in the money market account at United Bank.

During Old or Unfinished Business, Charlene reported that she had been reviewing information on Jefferson Utilities request for rate increases for water rates. Pete Appighani, a concerned resident from Gap View subdivision, asked that the planning commission appoint legal council as opposition to the increase. No decision has been made to date.

Jimmy offered to draft guidelines for the resolution to be approved for trees in Deerfield Village. Several members gave opinions about what should be acceptable in their opinion. Jimmy will bring his suggestions to the next meeting.

Debbie said she would send out rain barrel guidelines to property owners that will be approved at the September meeting. Pattie submitted several suggestions for Debbie to consider that would simplify the wording in the guideline document.

Pattie reported that the IRS did not accept the letter of apology that was sent in with the late annual tax form that was filled. As a result, the association owes a late penalty of \$13.78. It was moved, seconded, and unanimously approved that Jimmy pay this bill.

Paul reported that four (4) ground hogs had been trapped and removed from the village in the "Have-A-Heart" trap. We will continue to use the trap that is on loan to us by Raymond Staubs to trap more. The Crouse's will manage the trap while Paul is out of town.

Under New Business, Debbie recommended that a committee be charged with the job of looking at the document that she had initiated that states the policies and decisions the board had made in the past since it was formed. The Rules and Policies committee, with Jim as its chair, was given the job of looking at the decisions to decide which should be adopted as resolutions to guide the board and the association. Jimmy and Pattie have offered to also work with Jim. He asked to have a couple months before bringing the recommendations back to the Board.

As part of the discussion for goals that committees might have, Paul suggested we plan an assessment in the future one to two years for improvements in Deerfield Village. Andrea stressed the importance of educating the property owners about the need for the assessment. Streets and Grounds committee need to schedule tree trimming between November and March. Steve said he believed the best area to start would be behind Lot 11.

Paul described the many hours of maintenance that he and employees of Wilmoth Construction Company had accomplished to keep the grounds and walking trail in repair. The development does not pay for this labor. Paul has also donated and formed concrete that was left over from D. L. Lewis Construction work to replace the stone path behind Lot 13. Approximately seventy (70) feet of path has been replaced. He made a motion to continue to donate when possible. Debbie seconded the motion that was unanimously approved.

Andrea reported that she has already contacted some local merchants to provide articles or services in our welcome basket when new people move into the neighborhood. She volunteered to become the new official greeter. Steve moved and Jim seconded the motion that was unanimously carried for Andrea to fill this position.

The next meeting of the Board of Directors will be held at 7:00 p.m. on Tuesday, September, 2<sup>nd</sup> at Debbie's house.

There being no further business to come before the meeting, upon a motion made, seconded, and unanimously carried, it was adjourned.

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Patricia Wilmoth, Secretary