

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 May 1, 2007, at 36 Blossom View Court, Deerfield Village, Shepherdstown. There were present the directors as follows: Jim Bauer, Steve Campbell, Debbie Crouse, Bill Krumenacker, Tom Miller, Jimmy Williamson, Paul Wilmoth, and Pattie Wilmoth. Chris Phaire was absent.

Bill called the meeting to order. Pattie read the minutes that were approved as read. There were no committee reports from the Finance or the Rules & Policy Committees. Debbie reported that the Streets & Grounds Committee had met and mainly discussed the maintenance of the common area. She was pleased that more members are volunteering to mow and pleased with the effort on the Community Work Day.

During the officers' report, Bill particularly thanked Debbie for her work establishing the clean-up day and scheduling ground maintenance. Pattie reported that she had mailed certified letters to Lots 13 and 18 about delinquent dues, a letter to the post office informing them that Bill will serve as president again this year, and a letter to Premier Bank listing our officers for the year. Jimmy presented the financial report (attached) which states that we have \$557.24 in the regular account and \$8,129.86 in the money market account at Premier Bank. He will quarterly include a comparison of the current finances with the budget to give the Board a picture of how well we have managed for the year.

Covering Old or Unfinished Business, Bill reported that the delinquent dues had been paid by Lot 18. However, Lot 13 still owed. He and Pattie would prepare the lien documents which are signed by the treasurer and have these recorded (copy attached).

During New Business, Bill reported that we had received a bill from Cecil Perkins for \$280 to replace and install four stop signs and one speed limit sign.

Paul reported that Wilmoth Construction Company and D. L. Lewis Construction Company were applying for a conditional use permit for the building and land that is at the intersection of Rt. 480 (Kearneysville Pike) and Southpaw Lane. The purpose of this is to divide it into two lots allowing part of the property to be deeded over to Jefferson Utilities where the water treatment plant is located. The maintenance building and its lot will be used as a general construction building. Paul has assured the Board that no noticeable changes will take place with the exception of possibly a sign being installed at a later date to identify the business. Several steps are required to have this approved by the County Commission. Tom moved that the Board write a letter of support to be submitted. Bill said he would be glad to do this and was planning on attending the initial public meeting to voice the association's support.

Jimmy noted that even with the website's ability to publish notices that he thought we should still send out flyers or mailing for special events. The Board was in favor of this.

Debbie presented a map that designates which association member has volunteered to mow which area. This is subject to change as more people volunteer. She

has drafted a letter to be delivered to the property owners asking for their thoughts on the mission statement for the development and guidelines for changes in the common areas. She will present these for approval later.

Jimmy presented a plan to buy gift cards at Sheetz that would be used to purchase gas for the community's lawn mower. Tom moved to buy Sheetz gift cards as needed; Steve seconded the motion which unanimously carried. The Street and Grounds Committee will determine where gas cans will be stored and who will keep the gas cards.

Steve asked if the area around the pump station could be improved. Paul responded that Wilmoth Construction Company had arranged for additional weeping willows to be installed and the light to be put on a switch. Steve discussed the problem of mice inside the home at Lot 13 and the problem of grass being over-grown. He moved that we mow the lawn and file a lien to have the association reimbursed. Paul amended the motion to say that we would be reimbursed at the rate of \$40.00 per cut. Tom seconded the motion that unanimously carried. It was noted by the Board that Brookfield Homes had not been maintaining the grass recently on Lot 7. Bill said he would try to contact them to discuss the problem. Steve mentioned Craig Colantoni's interest in working on the finance committee. A discussion followed on the possibility of having a finance committee chair and a treasurer who are two different people. Bill asked that Steve contact Craig to see if he would be interested in serving as head of the finance committee.

Paul mentioned that the two satellite dishes recently install on Lot 17 were very obvious and unattractive. At this time there is no rule that specifies where the dishes have to be installed. The board of directors discussed how to deal with members who violate the covenants and/or do not follow the steps involving guidelines for changes they are making in landscaping or home projects. Jim offered to draft a letter with Tom's help that can be sent to the property owner's who are in violation. The letter will state that in the future the guidelines need to be followed. Pattie asked how a person could be sure the guidelines had been followed or the necessary approvals steps had been taken. The recommendation is to call the committee chairperson with any questions.

Paul reported that Wilmoth Construction Company has terminated its contract with Brookfield Homes. He will be making the corrections in the excavation around Lots 8 and 9. The Parra's and Denise Childs are aware of the needed changes in the drainage swale to better manage run-off during heavy rainfall.

The next meeting of the Board of Directors will be held at 7:00 p.m. on Tuesday, June 5th at Jimmy's house. The members will receive a phone call to remind them of the time and place.

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

Patricia Wilmoth, Secretary