

Minutes of Meeting of Board of Directors  
of  
Deerfield Village Property Owners' Association

A meeting of the board of directors of Deerfield Village Property Owners' Association was held on December 2, 2008 at 47 Field Crest Court, Deerfield Village, Shepherdstown. There were present the directors as follows: Steve Campbell, Debbie Crouse, andrea Longnecker, Tom Miller, Jimmy Williamson, and Pattie Wilmoth. Jim Bauer, Charlene McCray, and Paul Wilmoth were absent. Betinna Maher also attended the meeting as the chairperson of the Streets and Grounds Committee.

Debbie called the meeting to order. Pattie read the minutes for the November meeting. The minutes were corrected to read as "shrubs" rather than "bushes." There were no reports from the Finance Committee or the Rules and Policy Committee. Betinna reported that the Streets and Grounds Committee had received one request from Lot 26 which had been approved. During the Social Committee report, Andrea stated that caroling had been planned for Dec. 14th along with an activity for children on Dec. 13th.

During the officers' report, Debbie stated that she would be able to continue as president until her term expires in March, but felt she would not be able to be president again due to upcoming commitments. A resignation was submitted by Charlene who felt she was unable to continue on the board due to increased work obligations. Debbie will acknowledge the receipt of her resignation.

Jimmy presented the financial report (attached) which stated that we had \$37.90 in the regular account and \$4,175.14 in the money market account at United Bank. The petty cash fund was \$50.65. He expressed thanks to the people in the association who had generously donated not only their time, but also money in the form of postage and gas. This helps our community.

During old or unfinished business, it was noted that the tree policy resolution had been e-mailed to all member of the board. Only three replies were received. Board members were encouraged to reply by e-mail to all notifications of resolutions in the future. Betinna presented the revised fencing guidelines. Debbie moved, next the motion was seconded and unanimously approved to adopt the revised fencing guidelines (attached). Steve explained the document he was recommending to allow special assessments to cover legal counsel if the need should ever arise. This will be sent to property owners prior to the annual meeting for proposed adoption during the meeting in March. The timeline for needed resolutions was not addressed due to Jim's absence and will be presented at the January meeting. Debbie reported that Potomac Landscaping and Masonry was approved through e-mail voting as our snow removal company for this winter.

Under New Business, Debbie submitted the letters (copy attached) that would be mailed by Tom for the annual assessment. She especially thanked Jimmy for his effort in the preparation of all the information and forms needed to complete the mailing.

Jimmy reported that the pay-off for the mower was approximately \$2,100. It would save us \$100 to pay it off early. After discussion, Steve recommended we continue to make payments and keep our funds in the bank in case we have an unpredicted expense.

Debbie exercised her power to appoint someone to fill the vacancy on the Board created by Charlene's resignation. Betinna accepted the position which she will fill until March.

The board members agreed that if the annual meeting were held at Steve and Amy Campbell's home, rather than outside Deerfield Village, that participation might be increased. Debbie moved and Tom seconded the motion that was unanimously approved to have the meeting at the Campbell's at 7:00 p.m. on Tuesday, March 3rd. Pattie reminded the board that the year we had 100% participation, she had personally contacted each property owner prior to the meeting. Betinna and Andrea volunteered to make phone calls to encourage members to attend.

Debbie reported that the village was vandalized on Saturday, Nov. 15th. She remembered hearing voices outside and the sound of car tires. For sale signs on different lots were thrown down, and the speed limit sign by Pathfinder Court was cut off. Jim repaired the sign to standing the next day. Debbie attempted twice to call the Sheriff's Department without success.

Betinna read an e-mail from the homeowners of Lot 20 about their concern that there were bare spots in the grass on the slop behind their house. The Board is aware of Brookfield's lack of repairing the damage they caused during the building process. The association does not have the funds to address the problem. However, several board members volunteered to help the effort of making repairs if the property owners let them know about any scheduled work on that area. Betinna volunteered to write a letter that Debbie will send explaining the Board's position.

Under Good and Welfare section, Debbie mentioned that Shepherdstown Elementary School was having a food drive. Tom submitted a poster for a Christmas program at Covenant Church that will be posted on the bulletin board. Pattie mentioned that the lights were half lit on the Christmas wreath she had hung in hopes that someone might volunteer to fix them. Steve reported that several members had trimmed trees in November near Pathfinder Court. These included Steve, Jimmy, Tom, Betinna and Paul Maher, Chris Phaire and Margaret Kubitschek. Much was accomplished.

The next meeting will be held at 7:00 p.m. on Tuesday, January 6th at Betinna's home.

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

//Signed//

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Patricia Wilmoth, Secretary