

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

The regular monthly meeting of the board of directors of Deerfield Village Property Owners' Association was held on February 5, 2008 at 24 Pathfinder Court. Deerfield Village, Shepherdstown. There were present the directors as follows: Jim Bauer, Steve Campbell, Debbie Crouse, Bill Krumenacker, Andrea Longnecker, Tom Miller, Jimmy Williamson, Paul Wilmoth and Pattie Wilmoth.

Bill called the meeting to order. Pattie read the minutes that were approved as read. There were no reports from the Finance Committee or the Rules and Policy Committee. For the Streets and Grounds Committee report, Debbie stated that the scheduled "Adop-a-Spot" clean-up had not occurred due to the weather. Saturday, February 9th at 8:30 is the next scheduled time.

During the officers' reports, Bill thanked Jimmy for all of his work on our outstanding web-site and for editing the mailing (attached) that was sent to all property owners which included not only a letter, but also the agenda for the annual meeting, a proxy form for members who cannot attend the March meeting, a page describing the proposed changes to the by-laws, a board of director nomination form, and a sign-up form for committees. He thanked Tom for mailing these documents to all members. Steve was thanked for the newsletters that are e-mailed to members. He again thanked Paul for the snow plowing he had done that saved the association money. He mentioned the time Debbie and Pattie had spent working with him on the original information that was to be mailed to property owners. Lastly, Bill stated that he had received a call from Exit Realty that has Lot 13 listed. The company has inquired about past homeowners' association dues that are delinquent. Bill is hoping we will be paid for these in the future.

As part of the secretary's report, Pattie mentioned that she had spoken with the postmaster about warning stickers discouraging vandalism that had been requested for the mailboxes. The postmaster said they would be placed on the boxes by staff from the Clarksburg office when they are back in this area. She also followed-up with Mr. Willingham at the Jefferson County bus garage about the warning letter that had not yet been written as was promised hoping that it would be sent soon.

Jimmy presented the financial report (attached) which states that we have \$94.10 in the regular account and \$7,885.13 in the money market account. We have a petty cash balance of \$30.67. He indicated that in the future he will e-mail copies of the report to members rather than bringing copies to the meeting in paper form.

During Old or Unfinished Business, Paul reported that the vehicle that had an expired license plate parked in the driveway of Lot 13 for months was no longer present in the driveway as of a couple of days ago. Steve stated that he had not yet received a response from the Jefferson County Health Department about his request to use the water from their geothermal well system for lawn irrigation.

Under new business, Debbie mentioned that the association had donated \$50.00 last year to Saint Agnes Catholic Church for the use of their meeting room. She moved that we do the same this year, Pattie seconded, and the motion was unanimously passed.

Bill asked if there were any changes to the agenda for the annual meeting that had been mailed out. There were none. Debbie passed around a sheet to be used at the annual meeting with committee descriptions seeking input from board members.

Tom stated that he thought it would be appropriate to reimburse D.L. Lewis Construction for gas used in the vehicle Paul drove to plow the snows we had. The board decided twenty-five dollars for each plowing was sufficient. The motion was made and unanimously approved. Paul thanked the Board on behalf of the business.

Under the Good and Welfare section of the meeting, Paul reported that once again the mail/bus shelter had been "egged" on January 13th. Pattie and he had cleaned up the mess again. Tom talked about the number of burglaries that had occurred in the panhandle area. Several board members reinforced our need to keep your eyes open for any type of unusual occurrences.

Steve said he had created a "sample" operations manual that could be given to new board members. Jimmy stated he thought it was important to document decision that the board had made in the past that were not readily accessible. Bill suggested we address the manual again at the April meeting as the new board is organized.

Paul said that he had been contacted by Jake from Stonewall Mowing about our contract with him for the coming season. When Paul gets the numbers in writing, he will e-mail board members for approval. It is not practical to wait until the next regular meeting in April to vote on this issue in person. Paul also volunteered to call Arden Equipment to schedule the early spring maintenance. Pattie volunteered to try to get a new safety video since the last one is missing.

Bill asked each board member to write an article about his/herself for Steve to include it in an upcoming issue of the newsletter. Steve said he plans to include some mini-lesson area history in the publications.

The next regular meeting of the Board of Directors will be held at 7:00 p.m. On Tuesday, April 1st 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.

//Signed//

Patricia Wilmoth, Secretary